ACC 306 Managerial Accounting | Fall 2026

Ball State University, Paul W. Parkison Department of Accounting

Instructor: Nadra Pencle, PhD

Office: WB 335

Office Hours: Tues & Thurs 10am-10:45am; 12:20pm-1:45pm; 4:50pm to 5:50pm
Other times by appointment via zoom (no office hours on exam days)

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Required Materials: **Cost Management – A Strategic Emphasis, 11th edition, Blocher et al., 2025** Available with Ball State First Day Textbook Program (with Connect)
Connect (Registration via Canvas– see separate registration information)

Course Importance:

This course is core to building an understanding of the role of accounting in decision making. Successful students in the course will obtain valuable analysis, communication and critical thinking skills in regard to analyzing accounting data (both quantitative and qualitative) to make business decisions. As a secondary goal, this class will also provide students with the technical cost accounting skills necessary to account for inventory according to generally accepted accounting principles (GAAP). The content of this course is fundamental to those who aspire to be auditors, tax professionals, controllers, CFOs, financial analysts, entrepreneurs or any other member of management (e.g. the CEO) who uses financial and accounting data to make business decisions. *Furthermore, many of the concepts discussed in this class are applicable to everyday life as well.*

Course Objectives and Outcomes:

CO 1 Define key managerial accounting concepts and terminology.
CO2 Identify the principles of professional communication in the accounting field.
CO3 Recognize ethical considerations and professional standards relevant to managerial accounting.
CO 4 Interpret financial and nonfinancial data to make informed managerial decisions.
CO 5 Explain complex accounting concepts.
CO 6 Summarize the role of managerial accountants in organizational decision-making processes.
CO 7 Apply critical thinking skills to analyze managerial accounting problems and propose solutions.
CO 8 Demonstrate effective communication of advanced accounting concepts through various mediums such as written reports and presentations.
CO 9 Use professional judgment to navigate real-world ethical dilemmas in accounting practice.
CO 10 Evaluate the impact of managerial decisions on financial performance using relevant accounting tools and techniques.
CO 11 Compare and contrast various approaches to managerial decision-making, considering their implications for organizational success.
CO 12 Design comprehensive managerial accounting systems tailored to specific organizational needs and objectives.
CO 13 Synthesize information from multiple sources to develop well-reasoned recommendations for improving organizational performance.
CO 14 Create professional development plans to enhance personal and professional competencies in the field of managerial accounting.

Course mapping: Our course is arranged into 4 exam modules covering 11 chapters, as outlined below:
Exam Module 1 (4 chapters)

Chapter 1 Objectives	Aligned to Course Objectives
1. Explain the use of cost management information for each of the four functions of management and in different types of organizations, with emphasis on the strategic management function	CO 1
2. Explain different types of competitive strategies	CO 5
3. Outline the professional environment of the management accountant, including professional organizations and professional certifications	CO 3
4. Understand the principles and rules of professional ethics and explain how to apply them	CO 3
Assignments	**Aligned to Module Objectives**
List assignments due this week	
Quiz 1	CO 1, CO 3, CO 5
HW 1	CO 1, CO 3, CO 5
DQ1	CO 3
Chapter 2 Objectives	**Aligned to Course Objectives**
1. Implement various competitive strategies by using: Strengths-Weaknesses-Opportunities-Threats (SWOT) Analysis, value-chain analysis Balanced Scorecard (BSC) and strategy map	CO 7
2. Show how to expand the Balanced Scorecard (BSC) by integrating Sustainability	CO 7, CO 9
3. Identify the strategic role of basic cost management concepts	CO 1
Chapter 2 Assignments	**Aligned to Module Objectives**
In-person student-attend classes; Online student-watch learning videos	
Complete-**Quiz 2**	CO 1, CO 3, CO 7
Complete-**HW2**	CO 1, CO 3, CO 7
Complete- **DQ2**	CO 7, CO 9
Chapter 3 Objectives	**Aligned to Course Objectives**
1. Explain the cost-driver concepts at the activity, volume, structural, and executional levels	CO 1
2. Explain the cost concepts used in product and service costing	CO 1
3. Differentiate between various types of cost	CO 4
4. Demonstrate how costs flow through the accounting system	CO 7
5. Prepare and interpret an income statement for both a manufacturing firm and a merchandising firm.	CO 7
Chapter 3 Assignments	**Aligned to Module Objectives**
In-person student-attend classes; Online student-watch learning videos	

Complete-**Quiz 3**	CO 1, CO 4, CO 7
Complete-**HW3**	CO 1, CO 4, CO 7
Complete-**DQ3**	CO 1, CO 7
Chapter 4 Objectives	**Aligned to Course Objectives**
1. Explain the types of costing systems	CO 1, CO 5
2. Explain the strategic role of product costing	CO 6
3. Explain the flow of costs in a job costing system.	CO 1, CO 5
4. Explain the application of factory overhead costs in a job costing system.	CO 7
5. Calculate factory overhead and underapplied and overapplied overhead.	CO 5, CO 11, CO 12
6. Apply factory overhead and underapplied and overapplied overhead and show how to dispose of under/overapplied at the end of the period.	CO 5, CO 11, CO 12
7. Apply job costing in service organizations	CO 7
Chapter 4 Assignments	**Aligned to Module Objectives**
In-person student-attend classes; Online student-watch learning videos	
Complete-**Quiz 4**	CO 1, CO 5, CO 6, CO 7, CO 11, CO 12
Complete-**HW4**	CO 1, CO 5, CO 6, CO 7, CO 11, CO 12
Complete-**Exam Prep**	All module objectives in this module
Complete-**Exam 1**	All module objectives in this module

Exam Module 2 (2 chapters)

Chapter 5 Objectives	**Aligned to Course Objectives**
1. Explain the strategic role of activity-based costing (ABC).	CO 6
2. Describe ABC, the steps in developing an ABC system, and the benefits of an ABC system.	CO 6, CO 11,
3. Determine product costs under both the volume-based method and the ABC method.	CO 1, CO 4
4. Explain activity-based management (ABM) and describe how ABC/M is used in organizations.	CO 4
5. Use an activity-based approach to analyze customer profitability.	CO 4
6. Identify key factors for successful ABC/M implementation.	CO 7, CO 11
Chapter 5 Assignments	**Aligned to Module Objectives**
In-person student-attend classes; Online student-watch learning videos	
Complete-**Quiz 5**	CO 1, CO 4, CO 6, CO 7, CO 11

Complete-**DQ5**	CO 6, CO 7
Complete-**HW5**	CO 1, CO 4, CO 6, CO 7, CO 11
Complete-**Team Case Study**	CO 4, CO 6, CO 7, CO 11
Chapter 6 Objectives	**Aligned to Course Objectives**
1. Identify the types of organizations for which a process costing system best supports the organization's competitive strategy.	CO 11
2. Explain and calculate *equivalent units produced.*	CO 4, CO 11
3. Demonstrate the weighted-average method of process costing.	CO 1, CO 4
4. Understand the FIFO method of process costing.	CO 1
5. Analyze process costing with multiple departments.	CO 13
6. Prepare journal entries to record the flow of costs in a process cost system.	CO 10
Chapter 6 Assignments	**Aligned to Module Objectives**
In-person student-attend classes; Online student-watch learning videos	
Complete-**Quiz 6**	CO 1, CO 4, CO 10, CO 11, CO 13
Complete-**DQ6**	CO 11, CO 13
Complete-**HW6**	CO 1, CO 4, CO 10, CO 11, CO 13
Complete-**Exam Prep**	All module objectives in this module
Complete-**Exam 2**	All module objectives in this module

Exam Module 3 (3 chapters)

Chapter 8 Objectives	**Aligned to Course Objectives**
1. Explain the strategic role of cost estimation.	CO 5
2. Apply the six steps of cost estimation.	CO 4, CO 10
3. Apply each of the cost estimation methods: the high-low method and regression analysis.	CO 4, CO 11
4. Assess the implementation issues of the cost estimation methods.	CO 11
Chapter 8 Assignments	**Aligned to Module Objectives**
In-person student-attend classes; Online student-watch learning videos	
Complete-**Quiz 8**	CO 4, CO 5, CO 10, CO 11
Complete-**DQ 8**	CO 11, CO 13

Complete-**HW 8**	CO 4, CO 5, CO 10, CO 11

Exam Module 3 (3 chapters)

Chapter 9 Objectives	Aligned to Course Objectives
1. Explain cost-volume-profit (CVP) analysis, the CVP model, and the strategic role of CVP analysis.	CO 5
2. Apply CVP analysis for breakeven planning and profit planning.	CO 4, CO 10
3. Apply CVP analysis for activity-based costing (ABC).	CO 10
4. Analyze the assumptions and limitations of CVP analysis.	CO 11
5. Adapt CVP analysis for multiple products/services.	CO 11
Chapter 9 Assignments	**Aligned to Module Objectives**
In-person student-attend classes; Online student-watch learning videos	
Complete-**Quiz 9**	CO 4, CO 5, CO 10, CO 11
Complete-**DQ 9**	CO 11, CO 13
Complete-**HW 9**	CO 4, CO 5, CO 10, CO 11
Chapter 10 Objectives	**Aligned to Course Objectives**
1. Describe the role of budgets in the overall management process.	CO 6
2. Discuss the importance of strategy and its role in the master budgeting process.	CO 4, CO 10
3. Outline the budgeting process.	CO 4
4. Prepare a master budget and explain the interrelationships among its supporting schedules.	CO 14
5. Plan for uncertainty in the budgeting process.	CO 13
6. Identify unique characteristics of budgeting for service companies.	CO 12
7. Describe alternative approaches to budgeting (viz., zero-base budgeting, activity-based budgeting, time-driven activity-based budgeting, and Kaizen budgeting).	CO 11
8. Discuss various behavioral considerations in budgeting.	CO 9
Chapter 10 Assignments	**Aligned to Module Objectives**
In-person student-attend classes; Online student-watch learning videos	
Complete-**Quiz 10**	CO 4, CO 6, CO 10, CO 11, CO 11, CO 12, CO 13, CO 14
Complete-**DQ 10**	CO 6, CO 11, CO 13
Complete-**HW 10**	CO 4, CO 6, CO 10, CO 11, CO 11, CO 12, CO 13, CO 14
Complete-**Exam Prep**	All module objectives in this module

Complete-**Exam 3**	All module objectives in this module

Exam Module 4 (2 new chapters+ previous chapters)

Chapter 11 Objectives	Aligned to Course Objectives
1. Define the decision-making process and identify the types of cost information relevant for decision making.	CO 4
2. Use relevant cost analysis and strategic analysis to make special-order decisions.	CO 4, CO 10
3. Use relevant cost analysis and strategic analysis in the make-vs-buy and lease-vs.-buy decisions	CO 10
4. Use relevant cost analysis and strategic analysis in the decision to sell before or after additional processing.	CO 10
5. Use relevant cost analysis and strategic analysis in the decision to keep or drop products or services.	CO 10
6. Use relevant cost analysis and strategic analysis to evaluate service offerings of not-for-profit organizations.	CO 10
7. Use relevant cost analysis and strategic analysis to perform a constrained optimization (i.e., short-term product-mix) analysis	CO 10
8. Discuss behavioral, implementation, and legal issues in decision making.	CO 08, CO 9
Chapter 11 Assignments	**Aligned to Module Objectives**
In-person student-attend classes; Online student-watch learning videos	
Complete-**Quiz 11**	CO 4, CO 8, CO 09, CO 10
Complete-**DQ 11**	CO 11, CO 13
Complete-**HW 11**	CO 4, CO 8, CO 09, CO 10
Chapter 14 Objectives	**Aligned to Course Objectives**
1. Explain the core of control systems in general and operational control systems in particular.	CO 5
2. Define and interpret the total operating income variance for a given period.	CO 4
3. Develop a general framework for subdividing the total operating income variance into component variances.	CO 12
4. Develop standard costs for product costing, performance evaluation, and control.	CO 10, CO 12
5. Discuss major operating functions and the need for nonfinancial performance indicators.	CO 04
Chapter 14 Assignments	**Aligned to Module Objectives**
In-person student-attend classes; Online student-watch learning videos	
Complete-**Quiz 14**	CO 4, CO 5, CO 10, CO 12
Complete-**DQ 14**	CO 11, CO 13

Complete-**HW 14**	CO 4, CO 5, CO 10, CO 12
Complete-**Exam Prep**	**Cumulative**
Complete-**Comprehensive Exam 4 (FINAL EXAM)**	**Cumulative**

Attendance & Participation:

BSU requires attendance, and so do I. In-person and online class participation is encouraged as it greatly enhances the learning environment and simply makes learning more interactive and fun. For in person students, you are expected to attend classes and actively and respectfully participate in discussions. Attendance will be evaluated based on your physical presence for in-person classes and Canvas will capture usage for online student. In either case, postings to our discussion board will count towards participation points. I encourage you to post substantive thorough, thoughtful, non-AI-generated, and respectful DB responses on Tuesdays and Thursdays. Absences will be excused for the following: funeral and bereavement leave, jury duty, late course addition, military absences, observance of religious holidays, pregnancy leave, student-athletes participating in University- or department-approved activities, and university advisories.

In class participation will both be voluntary or randomly chosen. You will receive a grade for class participation for all class formats. For in person class, you are also expected to arrive for class on time and stay for the entire class period. On-line classes are expected to log on multiple times as post to our discussion boards.

Your cell phones must be turned off/set to silent mode and stored away during class time unless you are instructed otherwise.

Canvas:

Log in regularly. I will provide important information (including any changes in class progress and exams) and course materials through Canvas. It is your responsibility to check Canvas (announcements) and your official school email (@bsu.edu) frequently. You will need Canvas to access all graded assignments, including exams.

Homework:

Doing the homework is essential for success in this course. You are expected to read and study the assigned material and attempt the homework before the class meeting for which the material is scheduled. We will work through as many examples/problems in class as time permits, but you are also expected to practice these examples/problems and homework ON YOUR OWN (even AFTER we cover them in class).

There are 11 homework assignments to be completed during the semester, and all 11 will count toward the final course grade. All homework must be completed online. Registration information about Connect will be provided separately in Canvas. Once you start a homework assignment, you will have 240 minutes to complete it. You may answer each homework assignment three times within the available period, and your best score for that assignment will be retained. Homework closes at 11:59 p.m. on the due date.

Since you will have *at least* a five-day time window to complete each homework, no excuses for missed homework will be accepted. All the graded homework must be completed by their due date, so please give yourself sufficient time to complete each assignment. Waiting until the last day may result in disaster if you have computer problems or if the publisher's website goes down for any reason. You are responsible for the entire risk associated with such occurrences.

Quizzes:

There will be 11 pre-class quizzes during the semester, one for each chapter, and all 11 will count toward the final course grade. Quizzes close at noon on Tuesdays at the start of each chapter week.

Quizzes are graded and close at noon on the due date.

The purpose of the quizzes is to encourage you to stay current with the material by reading the assigned textbook and completing the assigned problems. You will have unlimited attempts at the quizzes before the due date; your best score will be retained. After the due dates, the quizzes could be used for practice. Keeping up with the material is important because it is very difficult to grasp both how to work problems and the underlying concepts if you wait until the last minute before exams.

The due dates for quizzes are included in the Tentative Course Outline below. These dates are subject to change (because class schedules may change depending on class progress), and I will inform you in class if a change is made. You will have unlimited time and attempts at each quiz before the due date.

No excuses for missed quizzes will be accepted. Please give yourself plenty of time prior to the closing time.

Be prepared to work in this class! It is highly recommended that you spend 5-7 hours outside of class time practicing the content for this class. Other unannounced in-class work (open book) may be assigned, depending on my assessment of class progress.

Case Studies:

We will have team/solo case study or studies assignments throughout the semester. Teams should be composed of four to five individuals. Each student should ensure that he\she can fully complete each case study alone even if you are a part of a team. These projects are expected to be performed on an individual basis initially and then amalgamated into a group product after all members of the group have attempted the project and discussed it. *The final product turned in to the instructor will consist of the final amalgamated product. Depending on the flow of the semester, a five to seven minutes presentation may also form part of your grade for one or both case studies. If accepted, late assignments will be heavily penalized. I will ask group members to evaluate the other members of the group for their contribution to the group*. I reserve the right to recalibrate the distribution of the group's case study grades for anyone receiving overwhelmingly negative feedback from the rest of the group. I also expect group members to inform me if anyone is not "pulling their fair share" of the group work as soon as this becomes an issue.

Excel:

Your projects will be Excel based. You are also encouraged to use Excel for multiple problems throughout the semester. Although I will not test the use of Excel in exams, Excel skills are critical in your future workplace and it is in your best professional interest to learn those skills even if they are not examinable.

Tableau:

Tableau is a powerful data visualization tool. You will need Tableau for some HW assignments. Tableau is available to students at no cost. Students can register at: https://www.tableau.com/academic/students. ***NOTE:** Tableau registration and approval can take time. **Register ASAP and don't expect a same day approval**! **Tableau training videos** can be found at: https://www.tableau.com/learn/training

Exams: There will be a total of four exams covering the following chapters:

Exam #1 (Chapters 1, 2, 3, 4).

Exam #2 (Chapters 5, 6).
Exam #3 (Chapters 8, 9 and 10).
Exam #4 (comprehensive examination covering all 11 chapters).

All exams are closed book. Exams will be administered on Canvas using Respondus Lockdown Browser and Webcam. It is your responsibility to take each exam within the testing window. Please ensure that you inform me early of any issues regarding exam dates. Exam questions will be mainly comprised of short answer, problems, and multiple choice questions. The exam will cover all items covered in class, as well as any assigned readings and/or homework. The primary focus of exam questions will be geared towards testing your conceptual understanding of the material.

All exams are mandatory and will only be given at the scheduled times.
There will be no make-ups after the scheduled test windows. If you should miss an exam (1,2, or 3) due to a ***genuine emergency***, then the average of the other 2 noncomprehensive final exam will replace your missed exam. Please share proper documentation for missed exam.

This exception is at the discretion of the instructor (not the student) and will be granted only in the case of genuine emergencies, **not for convenience**. Appropriate documentation will be required to support emergencies.

Note – there is no makeup for the final exam.

Grading: Your grade for the course will be computed as follows:

Weights for Grade Determination		
	Pts	**%**
Chapter Quizzes (11*30)	330	11.0%
Syllabus Quiz	30	1.0%
Exams (4*400)	1,600	53.3%
HW (11*70)	770	25.7%
Attendance & Participation	80	2.7%
Case Study	190	6.3%
	3,000	**100%**

Grading Scale: The grading scale will be:
A grade of "I" (Incomplete) is at the discretion of the instructor and may be assigned by the instructor under the following conditions: the course is substantially complete and the student is passing the class; the student is unable to complete the course due to extenuating circumstances and provides the appropriate documentation; and when all requirements can be completed in a short time following the end of the term.

Recording Classes:
No student may record or photograph any classroom activity without my expressed written consent.
If you have (or think you may have) a need to record or tape classroom activities, then, you should see me to discuss an appropriate accommodation.

Academic Integrity:
It is the responsibility of every student at Ball State University to steadfastly

adhere to truthfulness and to avoid dishonesty, fraud, or deceit of any type in connection with any academic program. Any student who violates this Rule of Conduct or who knowingly assists another to violate this Rule of Conduct shall be subject to discipline. Please see the BSU's Academic Integrity and Dishonesty policies for further information.
All forms of academic dishonesty are prohibited. These include cheating, plagiarism, lying in academic matters, fraud, unauthorized access to tests and examinations. Soliciting or giving help (without the instructor's permission) on **any** graded assignment in this course is a violation of the Rule of Conduct. Yes, this does include soliciting or giving help via email. Any unauthorized material visible during an exam will be considered being used by the student. In addition, cell phones and any other device capable of communicating with another human or device are strictly prohibited during an exam. Any copying or replication of case study work, either from current students outside of one's group or from former students of ACC 306 are considered to be a violation of this and the University's academic honesty policy. Any student who violates this policy or who knowingly assists another to violate this conduct will be subject to discipline. **Sanctions will be imposed to the full extent possible for any student who participates in any act of academic dishonesty.**

All quizzes are due @ noon on the dates noted above. Homework are due @ 11:59pm on the due date unless otherwise noted. ### Plan ahead. No excuses will be accepted.

*** **Please Note:** I reserve the right to adjust this schedule based on class progress throughout the semester. If you are not in class on a day that a change may be made, it is **your** responsibility to find out any changes from a classmate.
I will NOT provide you with notes or "recap" what was covered in a missed class – I only teach a class once on the scheduled class meeting times and I expect you to be here. Students are required to attend classes in this course and I will be taking attendance. Therefore, if you miss a class, it is **your** responsibility to find out what we have covered from a classmate.

Waiting to complete (or start) your assignments at the last minute, is never a good idea. I will generally be available to assist with homework questions; however, **please expect at least a 24-48hr response time, this time will be greater on weekends and close to exam and other due dates.**

Below is the tentative schedule. Canvas announcements will communicate any changes.

Use the Ball State Academic Calendar to confirm official semester dates and course withdrawal deadlines.

All quizzes are due @ noon on the dates noted above. Homework are due @ 11:59pm on the due date unless otherwise noted. DB posts due Tuesdays and Thursdays. ###**Plan ahead. No excuses will be accepted.**

Other Information and Resources	
Assurance of Learning (AOL):	The Miller College of Business is committed to ensuring that every student who graduates with a business degree is competent in **five** areas that are crucial to success in business. These learning goals can be easily remembered with the acronym **C-KITE** (Communication, Knowledge, Integration, Teamwork, and Ethics). As part of the business curriculum, this class will advance your experience with these goals in the following way:

Communication: Miller College Graduates will be able to communicate appropriately in a professional context. Specifically, they will be

· effective oral communicators who can: organize a presentation; use transitions; avoid verbal pauses; maintain audience interest; use eye contact, body language, and use visual aids effectively
· effective written communicators who can: introduce the main idea; provide closure consistent to the main idea; use content to support the main idea; use transitions and emphases; maintain connections between ideas; use organizational structure effectively (paragraphs, flow); effectively use diction and conventions; and avoid spelling and grammatical errors.

Knowledge: Graduates will have functional area knowledge.

• Graduates of the Miller College of Business will have basic knowledge of Accounting.

Integration: Graduate will be able to integrate business knowledge in decision making. Miller College Graduates will be able to integrate business knowledge in decision making. They will be able to

· Identify issues confronting the organization
· Synthesize and analyze available information
· Draw well-reasoned inferences and judgments for courses of action
· Design a plan for implementing the course of action

Technology: Miller College Graduates will be able to obtain, manage and communicate data effectively. They will be able to:

- Analyze data for information to support decision-making using technology.
- Identify common data security risks and safeguards.
- Use common cloud technologies to collaborate on projects effectively.

Ethics: Graduates will be able to recognize and resolve ethical dilemmas. Graduates of the Miller College of Business can detect an ethical dilemma in a business situation.

In this class, you will demonstrate
· **Communication,** by generating written reports and making oral presentations.
· **Knowledge,** by mastering basic business concepts
· **Ethics,** by reading a business case and identifying and recommending solutions to a business problem.

Undergraduate Programs Website
Miller majors, minors, and sample eight-semester plans are available on one concise webpage. Please make use of and readily promote this offering: www.bsu.edu/business/success
Miller College Academic Advising

Find your advisor here: https://www.bsu.edu/academics/collegesanddepartments/mcob/student-success-and-engagement/advising

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Advising is **by appointment only. Use Navigate to schedule**. For help with scheduling, please call 765-285-5329 or stop by WB 147 during our office hours.

Generative AI Use: Conditional Use
At Ball State, we use GenAI to elevate human potential, not replace it. To succeed in an AI-infused world, students must balance technical skills with durable skills, lifelong abilities such as critical thinking, ethical judgment, communication, accountability, and responsible decision-making that define a Ball State graduate.

You may use generative AI applications for some work submitted in this course. You will be informed as to when, where, and how these tools are permitted to be used, along with guidance for attribution. Any use outside of this permission constitutes a violation of Ball State University's Student Academic Ethics Policy. When in doubt, ask the instructor before using GenAI.

You are always responsible for the content you submit, publish, share, or act upon, regardless of whether GenAI tools assisted in the process. For data security, use BSU-approved GenAI tools, such as BSU Gemini and NotebookLM, which support Ball State single sign-on. Document and acknowledge permitted GenAI use as directed in each assignment.

University Policies
BSU POLICIES AND PROCEDURES:
University Statement
Disability Servicesdsd@bsu.edu We are committed to ensuring that all members of the community are welcome, through valuing the various experiences and worldviews represented at Ball State and among those we serve. We promote a culture of respect and civil discourse.
Disability Statement: If you need course adaptations or accommodations because of a disability, please contact the instructor of record as soon as possible. Ball State's Disability Services office coordinates services for students with disabilities; documentation of a disability needs to be on file in that office before any accommodations can be provided. Disability Services can be contacted at 765-285-5293 or dsd@bsu.edu.

The link to BSU's policies and procedures is provided below. It is your responsibility to become familiar with the information provided on the school's website and available in your student handbook.
https://www.bsu.edu/about/administrativeoffices/student-conduct/policiesandprocedures

Freedom of Expression

In this course, we are committed to fostering a learning environment that values intellectual diversity, encourages free expression, and promotes open inquiry. As members of the Ball State Community, we treat each person in the Ball State community with civility, courtesy, compassion, and dignity and respect and learn from differences in people, ideas, and opinions. Please review Ball State University's Statement on Freedom of Expression, the resources on Ball State's Freedom of Expression webpage, and Ball State's Beneficence Pledge.

Attendance Policy: BSU requires attendance,

Ball State First Day
This course is part of our course material delivery program, Ball State First Day. The bookstore will provide each student with a convenient package containing all required physical books and any digital materials will be integrated into Canvas for this course. ***Students who do not want to participate in the First Day program may choose to opt out.***

Please ensure that you use this link to review BSU's polices related to :

- Title IX
- University Grade Appeal Policy
- Student Academic Ethics Policy
- Plagiarism Policy
- The Learning Center
- The Writing Center
- The Basic Needs Hub
- The Counseling Center
- The Speaking Center

Withdrawal from Course
For purposes of withdrawing from the course, the student must submit the appropriate withdrawal form to the Office of Registration and Academic Progress by the deadline as specified by the university.

Subject to Change Statement
This syllabus is subject to change in the event of extenuating circumstances.

WE WILL make this an enjoyable and productive semester!