

COURSE INFORMATION SHEET

DATE OF ISSUE: February 2024



MALTA UNIVERSITY CONSULTING

INTRODUCTION TO COST ACCOUNTING

Days/Dates	June 2024: 18 th , 19 th and 20 th						
Time	17:00 – 20:00						
Number of Hours	Total: 9 Hours (3 Sessions by 3 hours each)						
On-site or Online	Online via Zoom platform						
Fee	€ 144						
Deadline	11 th June 2024						
Aims/ Objectives	This course will introduce the fundamentals of costing, pricing, budgeting and business performance analysis. The various methods for determining the cost per unit of products and services will be discussed and these will then be integrated with process for setting prices and determining the break-even point for business activities. The course will then explore the various types of budgets and how these can be used for planning and controlling business performance.						
Who should attend	This course is intended for individuals who need to use basic costing and budgeting information to manage businesses and support their decision-making.						
Course content	<p>The course will provide participants with participants with a foundation in the use and generation of cost accounting information for decision-making purposes. The course will cover:</p> <ul style="list-style-type: none">a) Understanding costs and cost behaviourb) Determining the cost of products and servicesc) The use of costing in pricingd) Break-even analysise) Budgetingf) Performance Analysis <table border="1"><thead><tr><th>Session 1</th><th>Session 2</th><th>Session 3</th></tr></thead><tbody><tr><td><p>Understanding costs and cost behaviour</p><ul style="list-style-type: none">- Direct Costs- Indirect Costs (Overhead)- Fixed Costs- Variable Costs- Different types of variability<p>Determining the cost of products and services</p><ul style="list-style-type: none">- Absorption Costing- Marginal Costing- Time-Driven Activity Based Costing (basic introduction)<p>Job costing</p></td><td><p>The use of costs in routine pricing</p><ul style="list-style-type: none">- Cost-plus pricing- Market-based pricing<p>Break-even Analysis</p><ul style="list-style-type: none">- Relevant range- Determining the Break-Even point<p>Special pricing situations</p><ul style="list-style-type: none">- Relevant Costs- Sunk Costs</td><td><p>Budgeting</p><ul style="list-style-type: none">- Capital Expenditure Budget- Operating Expenditure Budget- Revenue Budget- Cash Budget- Rolling Budgets<p>Understanding business performance</p><ul style="list-style-type: none">- Ratio Analysis- Trend Analysis- Budgetary Variances- Key performance Indicators (financial and non-financial)</td></tr></tbody></table>	Session 1	Session 2	Session 3	<p>Understanding costs and cost behaviour</p> <ul style="list-style-type: none">- Direct Costs- Indirect Costs (Overhead)- Fixed Costs- Variable Costs- Different types of variability <p>Determining the cost of products and services</p> <ul style="list-style-type: none">- Absorption Costing- Marginal Costing- Time-Driven Activity Based Costing (basic introduction) <p>Job costing</p>	<p>The use of costs in routine pricing</p> <ul style="list-style-type: none">- Cost-plus pricing- Market-based pricing <p>Break-even Analysis</p> <ul style="list-style-type: none">- Relevant range- Determining the Break-Even point <p>Special pricing situations</p> <ul style="list-style-type: none">- Relevant Costs- Sunk Costs	<p>Budgeting</p> <ul style="list-style-type: none">- Capital Expenditure Budget- Operating Expenditure Budget- Revenue Budget- Cash Budget- Rolling Budgets <p>Understanding business performance</p> <ul style="list-style-type: none">- Ratio Analysis- Trend Analysis- Budgetary Variances- Key performance Indicators (financial and non-financial)
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For further information kindly contact Malta University Consulting, Campus Hub, Block 'O' Level 7, University of Malta, Msida.

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Course Outcomes	By the end of the course the participants will be able to calculate the cost per unit of products and services using different methods and use that information to support their pricing decisions. Moreover, participants will be able to calculate the break-even point and understand its implications on future business prospects. Participants will also be able to prepare different types of budgets and use them to ensure that their business is on track towards their objectives.
Trainer/s Bio	Dr. Francis Debono PhD, CPA is a senior lecturer in Management Accounting at the University of Malta. He has performed various accounting roles with large and small enterprises as well as accounting firms. His research interests focus on the application of Management Accounting techniques in SMEs.
Certification	Upon successfully completing the course with 80% attendance, attendees will receive a Certificate of Attendance from Malta University Consulting

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