HFT 4471
Management Accounting and Finance for the Hospitality Industry

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PREREQUISITES: HFT 3003 Introduction to Hospitality and Tourism; FIN 3403 Principles of Finance

DELIVERY METHOD: 100%

COURSE DESCRIPTION: The objective of this course is to learn accounting techniques applicable to the hospitality industry. Financial functions in hospitality, interpret hospitality financial statements, capital investment decision making, financial instruments and concepts.

COURSE TOPICS: This course will cover the following content areas:

1. Interpreting hospitality financial statements
2. Ratio analysis
3. Cost concepts
4. Forecasting methods
5. Capital budgeting

COURSE OBJECTIVES:

1. List different accounting principles
2. Describe major elements of balance sheet, income statement, and statement of cash flow
3. Identify different types of financial ratios
4. Explain basic cost concepts
5. Discuss different budget types

BACHELOR OF SCIENCE IN HOSPITALITY MANAGEMENT MISSION STATEMENT: The Bachelor of Science in Hospitality Management in the College of Hospitality and Technology Leadership at the University of South Florida Sarasota-Manatee prepares graduates for leadership positions in the hospitality industry through foundational
knowledge of hospitality operations and experiences that promote diversity, ethical responsibility, lifelong learning, and community engagement.

BACHELOR OF SCIENCE IN HOSPITALITY MANAGEMENT PROGRAM 
LEARNING OUTCOMES (PLOs):

1. Identify and apply business concepts and skills relevant to the operational areas of hospitality management.
2. Describe and apply the fundamental principles of leadership and model the behavior of effective leaders.
3. Demonstrate effective communication skills.
4. Analyze information and make decisions using critical thinking and problem solving skills.
5. Evaluate diversity and ethical considerations relevant to the hospitality industry.

COURSE STUDENT LEARNING OUTCOMES: Upon completion of this course, students will be able to:

1. Describe the main accounting principles (aligns to PLO 1)
2. Analyze the horizontal, vertical and base year comparisons of a balance sheet and income statement. (aligns to PLOs 1,2)
3. Distinguish between formal and non-formal approaches to pricing (aligns to PLOs 1,2)
4. List qualitative and quantitative forecasting methods. (aligns to PLO 1)
5. Explain challenges of internal control. (aligns to PLO 1)
6. Distinguish among the main types of capital budgeting. (aligns to PLO 1)

REQUIRED TEXT: Hospitality Industry Managerial Accounting (7th ed.) by Raymond Schmidgall,
ISBN: 978-0-86612-359-4

Extra Credit:
Extra Credit may be given at the discretion of the instructor. Extra credit opportunities are for the purpose of enhancing the student’s appreciation of the hospitality industry.

Disclaimer:
The instructor reserves the right to change any part of the course syllabus with proper notification to students.
Canvas
An on-line course management system CANVAS will be used for this class

Information on how to use CANVAS is available at: http://www.sarasota.usf.edu/Academics/DE/current_students.php
Other sources for assistance are the toll-free hotline, (866) 974-1222 or the live online help site: http://usfsupport.custhelp.com/app/chat/chat_launch

GRADING, EVALUATION AND ATTENDANCE POLICIES:

Criteria for Assigning Grades:
Midterm Exam 35%
Final Exam 35%
Paper 15%
Video reflection 15%

Grading Scale:
90-100% A
80-89% B
70-79% C
60-69% D

No +/- grades will be given

Extra Credit:
Extra Credit may be given at the discretion of the instructor. Extra credit opportunities are for the purpose of enhancing the student’s appreciation of the hospitality industry.
USFSM Policies

A. Academic Dishonesty: The University considers any form of plagiarism or cheating on exams, projects, or papers to be unacceptable behavior. Please be sure to review the university’s policy in the catalog, USFSM Undergraduate Catalog or USFSM Graduate Catalog, the USF System Academic Integrity of Students, and the USF System Student Code of Conduct.

B. Academic Disruption: The University does not tolerate behavior that disrupts the learning process. The policy for addressing academic disruption is included with Academic Dishonesty in the catalog: USFSM Undergraduate Catalog or USFSM Graduate Catalog, USF System Academic Integrity of Students, and the USF System Student Code of Conduct.

C. Contingency Plans: In the event of an emergency, it may be necessary for USFSM to suspend normal operations. During this time, USFSM may opt to continue delivery of instruction through methods that include but are not limited to: Blackboard, Elluminate, Skype, and email messaging and/or an alternate schedule. It’s the responsibility of the student to monitor Blackboard site for each class for course specific communication, and the main USFSM and College websites, emails, and MoBull messages for important general information. The USF hotline at 1 (800) 992-4231 is updated with pre-recorded information during an emergency. See the Safety Preparedness Website for further information.

D. Disabilities Accommodation: Students are responsible for registering with the Office of Students with Disabilities Services (SDS) in order to receive academic accommodations. Reasonable notice must be given to the SDS office (typically 5 working days) for accommodations to be arranged. It is the responsibility of the student to provide each instructor with a copy of the official Memo of Accommodation. Contact information for Disability Services: Email: disabilityservices@sar.usf.edu Phone: 941-359-4714 or you can contact disability coordinator (Melba Sanchez) directly; sanchez@sar.usf.edu

F. Religious Observances: USFSM recognizes the right of students and faculty to observe major religious holidays. If you believe that religious holidays may fall into exam periods please contact me in writing with dates of the holidays no later than the second week of class. Please turn your other assignments before the holiday if the deadline falls on your religious holiday day.
**G. Web Portal Information:** Every newly enrolled USF student receives an official USF e-mail account. Students receive official USF correspondence and Blackboard course information via that address.

**COURSE OUTLINE IS TENTATIVE AND SUBJECT TO CHANGE.**

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<th>DATE:</th>
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<tr>
<td>Week 1 (starts Jan 7)</td>
<td>Ch. 1 (Introduction to Managerial Accounting)</td>
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<td>Week 2 (starts Jan 14)</td>
<td>Ch. 2 (The Balance Sheet)</td>
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<td>Week 3 (starts Jan 21)</td>
<td>Ch. 3 (The Income Statement)</td>
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<td>Week 4 (starts Jan 28)</td>
<td>Ch 4 (The Statement of Cash Flow)</td>
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<td>Week 5 (starts Feb 4)</td>
<td>Ch 5 (Ratio Analysis)</td>
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<td>Week 6 (starts Feb 11)</td>
<td>Ch 6 (Basic Cost Concepts)</td>
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<td>Week 7 (starts Feb 18)</td>
<td>Ch 7 (Cost-Volume-Profit Analysis)</td>
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<td>Week 8 (starts Feb 25)</td>
<td>Ch 8 (Cost Approaches to Pricing)</td>
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<td>Week 9 (starts Mar 4)</td>
<td>Please take Mid-term Exam (available on-line from 03.01 6:00 a.m. EST to 03.03 09:00 p.m. EST), Video Assignment is Due March 10th</td>
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<td>Week 10 (starts Mar 11)</td>
<td>Spring break</td>
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<td>Week 11 (starts Mar 18)</td>
<td>Ch 9 (Forecasting Methods)</td>
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<td>Week 13 (starts April 1)</td>
<td>Ch 11 (Cash Management),</td>
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<td>Week 14 (starts April 8)</td>
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<td>Ch 13 (Capital Budgeting), Final Paper is Due</td>
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<td>Week 16 (starts April 22)</td>
<td>Ch 14 (Lease Accounting)</td>
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<td>Week 17 (starts April 29)</td>
<td>Please take Final Exam (available on-line from 04.25 6:00 a.m. EST to 05.01 09:00 p.m. EST)</td>
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