

**MINNESOTA WEST COMMUNITY & TECHNICAL COLLEGE  
COURSE OUTLINE**

DEPT. SBM

COURSE NO. SBMT2243

NUMBER OF CREDITS: 2

COURSE TITLE: SBM Cost Analysis

CATALOG DESCRIPTION: In this course the business owner or manager will be creating a process for identifying job costs, creating job cost records and reports, and then evaluating the profitability of the job so as to determine future pricing and costing policies.

AUDIENCE: Small Business Owners & Managers

FULFILLS MN TRANSFER CURRICULUM AREA(S): N/A

PREREQUISITES OR NECESSARY ENTRY SKILLS/KNOWLEDGE: None

LENGTH OF COURSE: Semester

THIS COURSE IS USUALLY OFFERED:

Every other year ☐ fall ☐ spring ☐ summer ☐ undetermined X

Four goals are emphasized in course at Minnesota West Community & Technical College:

1) ACADEMIC CONTENT:

- a. Identify employee direct labor costs
- b. Identify direct materials cost
- c. Identify indirect costs
- d. Identify applied overhead costs
- e. Identify scrap and rework costs

2) THINKING SKILLS:

- a. Create employee direct labor cost records
- b. Create direct materials records
- c. Create overhead cost records
- d. Select shop and labor rates
- e. Create employee cost reports by project or job
- f. Create direct materials reports by project or job
- g. Create overhead expense reports by project or job
- h. Combine inclusive cost reports for project or job
- i. Determine project of job profitability
- j. Evaluate and/or create pricing and costing policies

3) COMMUNICATIONS SKILLS:

4) HUMAN DIVERSITY:

TOPICS TO BE COVERED:

- 1) Job cost process and records
- 2) Job cost reports and evaluations

LIST OF EXPECTED COURSE OUTCOMES:

- 1) See above

LEARNING/TEACHING TECHNIQUES used in the course are:

- |   |   |
|---|---|
| <input type="checkbox"/> Collaborative Learning           | <input checked="" type="checkbox"/> Problem Solving     |
| <input checked="" type="checkbox"/> Student Presentations | <input type="checkbox"/> Interactive Lectures           |
| <input type="checkbox"/> Creative Projects                | <input checked="" type="checkbox"/> Individual Coaching |
| <input checked="" type="checkbox"/> Lecture               | <input type="checkbox"/> Films/Videos/Slides            |
| <input checked="" type="checkbox"/> Demonstrations        | <input type="checkbox"/> Other (describe below)         |
| <input type="checkbox"/> Lab                              |   |

ASSIGNMENTS AND ASSESSMENTS FOR THIS CLASS INCLUDE:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Reading                | <input type="checkbox"/> Tests                 | <input checked="" type="checkbox"/> Individual Projects |
| <input type="checkbox"/> Oral Presentations     | <input checked="" type="checkbox"/> Worksheets | <input type="checkbox"/> Collaborative Projects         |
| <input type="checkbox"/> Textbook Problems      | <input type="checkbox"/> Papers                | <input type="checkbox"/> Portfolio                      |
| <input type="checkbox"/> Group Problems         | <input type="checkbox"/> Term Paper            |   |
| <input type="checkbox"/> Other (describe below) |  |   |

EXPECTED STUDENT LEARNING OUTCOMES: See above

**The information in this course outline is subject to revision**

**Veteran Services:** Minnesota West is dedicated to assisting veterans and eligible family members in achieving their educational goals efficiently. Active duty and reserve/guard military members should advise their instructor of all regularly scheduled military appointments and duties that conflict with scheduled course requirements. Instructors will make every effort to work with the student to identify adjusted timelines. If you are a veteran, please contact the Minnesota West Veterans Service Office.

To receive reasonable accommodations for a documented disability, please contact the campus Student Services Advisor or campus Disability Coordinator as arrangements must be made in advance. In addition, students are encouraged to notify their instructor.

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Student Services Advisor or by calling 800-658-2330 or  
Minnesota Relay Service at 800-627-3529 or by using your preferred relay service.**

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