

<b>MODULE:</b>	<b>FINANCIAL ACCOUNTING I</b>
<b>CODE:</b>	<b>BABS-1-1-09</b>
<b>Stage:</b>	I
<b>Number of Credits:</b>	4 semester credits / 6 quarter units
<b>Theme:</b>	Finance
<b>Assessment Weighting:</b>	20% Coursework 80% Examination

## **INTRODUCTION**

This module introduces students to basic theoretical and practical accounting concepts, and explains how they apply to business entities. Specifically, the module is designed to ensure students understand the importance of financial and accounting principles and can relate them to how businesses manage cash and other financial transactions.

## **AIMS**

The aims of this module are:

- To provide students with an introduction to Accounts
- To provide students with a clear understanding of maintaining books of prime entry
- To ensure students can understand financial statements for partnerships and sole traders

## **LEARNING OUTCOMES**

On completion of this module candidates will be able to:

- Describe the role and principles of financial accounting and reporting
- Identify and discuss the main forms of business enterprise
- Discuss accounting treatments of fixed and current assets and liabilities
- Explain the accounting concepts and conventions present in generally accepted accounting principles
- Record and summarise accounting data
- Prepare basic financial statements for sole traders, partnerships

## **SYLLABUS**

## Introduction to Accounting

Nature, principles and scope of accounting; role of financial accounting, management accounting, financial management and auditing

Accounting concepts, principles and policies and their application to recording of transactions and drafting of accounting statements

Theory of double entry and underlying assumptions

The accounting equation

Types of business entities

Forms of capital and capital structures

## ACCOUNTING RECORDS, PROCEDURES AND SYSTEMS

Techniques of double entry book-keeping

Ledgers

Control accounts

Bank reconciliations

Journals

Accounting for accruals, prepayments and adjustments

Trial balance and preparation of final accounts

Suspense account and the correction of errors

## ACCOUNTING TREATMENTS

Distinction between capital and revenue expenditure

Depreciation – definition, reasons for and methods

Stock adjustments and valuations

Debtors, including accounting for bad and doubtful debts

## FINANCIAL STATEMENTS

Objectives of financial statements

Preparation of financial statements for:

Sole traders (including preparation of accounts from incomplete records)

Partnerships

## TEACHING AND LEARNING METHODS

Participative lectures and tutorials will form the primary teaching methods, providing students with an understanding of accounting principles and techniques with a particular emphasis placed on their understanding of accounting terminology. Students will be given ample business case examples

from a variety of industries in order to develop their accounting techniques and understanding.

### **ASSESSMENT METHODS**

20% of the marks are allocated to course work to ensure the students have understood the terminology and concepts presented in the lectures. Assignments will include the presentation interpretation and discussion of accounting techniques and accounting statements. The remaining 80% of the marks are allocated to an end of semester examination.

### **PRIMARY READING LIST**

Business Accounting 1 (2002) Wood, F., Robinson, T., Pitman Publishing

### **RECOMMENDED READING LIST**

Accounting for Non-Accountancy Students, (2000) Dyson, J.R., Pitman Publishing

Introduction to Accounting, Black, G (2000), Prentice Hall