

MODULE BUSINESS ORGANISATION & ACCOUNTING

CODE: BSCH-1-1-08
STAGE I
Number of Credits: 4 semester credits / 6 quarter units
STATUS CORE
THEMES Business Solutions & Design
ASSESSMENT Continuous Assessment 40%
Examination 60%

Indicative Content

Topic	Description
BASICS OF ACCOUNTING	Debtors, Creditors & Nominal Ledgers Principles of Double Entry Accounting Invoicing, Order Processing Stock Control, Payroll Basic Financial Statements: Profit & Loss Account, Balance Sheet
Spreadsheets	- Cash Flow Projections using Spreadsheets
Financial Mathematics	Internal rate of return and net present values; Problems of valuation in Financial Reports.
Accounting Packages	Automated Integrated Accounting Packages.
Business Functions	Business Strategy and strategic analysis; Legal Structures of Business/Types of Business; Planning and Control.
Management Techniques	Management Theory and the role of the manager; Project Management, Change Management.
Business Information Systems	Strategic use of Information Technology; Management Information Systems (MIS) Decision Support Systems (DSS) Strategic Information Systems (SIS) Trends in Technology
End-User Computing	Ergonomics, User Psychology.