

**MODULE:** FINANCIAL ACCOUNTING I

**CODE:** BAAF-1-1-09

**Stage:** I

**Number of Credits:** 4 semester credits / 6 quarter units

**Theme:** Finance

**Assessment Weighting:** 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.

## **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