



ACC100 INTRODUCTION TO ACCOUNTING T318 - Brief

All information contained within this Subject Outline applies to all students enrolled in the trimester as indicated.

1 General Information

1.1 Administrative Details

Associated HE Award(s)	Duration	Level	Subject Coordinator
B Bus (Accg); B Bus (Mgt & Finance) Dip Accg; Dip Mgt	1 trimester	Level 1	Richard Chang richard@koi.edu.au P: 92833583 (Ext.156) L: Level 1, 545 Kent St. Consultation: via Moodle or by appointment.

1.2 Core / Elective

This is a core subject for the above courses.

1.3 Subject Weighting

Indicated below is the weighting of this subject and the total course points.

Subject Credit Points	Total Course Credit Points
4	Dip Accg 32; Dip Mgt 32; BBus (Accg) 96; BBus (Mgt & Finance) 96

1.4 Student Workload

Indicated below is the expected student workload per week for this subject.

No. timetabled hours/week*	No. personal study hours/week**	Total workload hours/week***
4 hours/week (2 hour Lecture + 2 hour Tutorial)	6 hours/week	10 hours/week

* Total time spent per week at lectures and tutorials

** Total time students are expected to spend per week in studying, completing assignments, etc.

*** Combination of timetable hours and personal study.

1.5 Mode of Delivery On-campus

1.6 Pre-requisites Nil

However, as accounting involves the manipulation of data expressed in numerical terms, students should have a basic grounding in mathematics.

1.7 General Study and Resource Requirements

- Students are expected to attend classes with the weekly worksheets and subject support material provided in Moodle. Students should read this material before coming to class to improve their ability to participate in the weekly activities.
- Students will require access to the internet and their KOI email and should have basic skills in word processing software such as MS Word, spreadsheet software such as MS Excel and visual presentation software such as MS PowerPoint.
- Computers and WIFI facilities are extensively available for student use throughout KOI. Students are encouraged to make use of the campus Library for reference materials.

Resource requirements specific to this subject: Students should have a non-programmable calculator. Applications in smart phones may not be sufficient to perform the required calculations.

2 Academic Details

2.1 Overview of the Subject









The financial accounting section includes basic and generally accepted concepts and principles so that students have a good understanding of internal and external financial reporting and are able to analyse and interpret financial statements for decision making as well as communicating financial information to internal and external parties.

The management accounting section emphasises cost concepts and CVP analysis, short and long term decision making, budgetary planning and control techniques, responsibility centre accounting, product costing, internal performance evaluation and strategic management accounting.

2.2 Graduate Attributes for Undergraduate Courses

Graduates of the *Bachelor of Business (Accounting)*, and the *Bachelor of Business (Management and Finance)* courses from King's Own Institute will gain the graduate attributes expected from successful completion of a Bachelor's degree under the Australian Qualifications Framework (2nd edition, January 2013). Graduates at this level will be able to apply an advanced body of knowledge in a range of contexts for professional practice or scholarship and as a pathway for further learning.

King's Own Institute's key generic graduate attributes for a bachelor's level degree are summarised below:

	KOI Bachelor Degree Graduate Attributes	Detailed Description
	Knowledge	Current, comprehensive and coherent knowledge
	Critical Thinking	Critical thinking and creative skills to analyse and synthesise information and evaluate new problems
	Communication	Communication skills for effective reading, writing, listening and presenting in varied modes and contexts and for transferring knowledge and skills to others
	Information Literacy	Information and technological skills for accessing, evaluating, managing and using information professionally
	Problem Solving Skills	Skills to apply logical and creative thinking to solve problems and evaluate solutions
	Ethical and Cultural Sensitivity	Appreciation of ethical principles, cultural sensitivity and social responsibility, both personally and professionally
	Teamwork	Leadership and teamwork skills to collaborate, inspire colleagues and manage responsibly with positive results
	Professional Skills	Professional skills to exercise judgement in planning, problem solving and decision making




















Across the course, these skills are developed progressively at three levels:

- **Level 1 Foundation** – Students learn the basic skills, theories and techniques of the subject and apply them in basic, stand-alone contexts.
- **Level 2 Intermediate** – Students further develop skills, theories and techniques of the subject and apply them in more complex contexts, beginning to integrate the application with other subjects.
- **Level 3 Advanced** – Students have a demonstrated ability to plan, research and apply the skills, theories and techniques of the subject in complex situations, integrating the subject content with a range of other subject disciplines within the context of the course.

2.3 Subject Learning Outcomes

This is a Level 1 subject.

Listed below, are *key* knowledge and skills students are expected to attain by successfully completing this subject:

Subject Learning Outcomes	Contribution to Course Graduate Attributes
a) Explain the role of accounting and business terms	 
b) Explain how financial statements are compiled and how they are used in the decision-making processes	 
c) Effectively analyse financial and management accounting problems through the application of appropriate problem-solving processes	  
d) Interpret and analyse the key business financial statements, recognising the limitations of such statements	   
e) Evaluate the impact of ethical issues facing organisations	    
f) Apply cost-volume-profit (CVP) methods, budgeting and fundamental management accounting concepts in organisational settings	  

2.4 Subject Content and Structure

Below are details of the subject content and how it is structured, including specific topics covered in lectures and tutorials. Reading refers to the text unless otherwise indicated.

Weekly Planner:

Week (beginning)	Topic covered in each week's lecture	Reading(s)	Notes
1 05 Nov	Introduction to financial and management accounting, ethics and corporate governance	Chs 1,3,12	Tutorial exercises
2 12 Nov	Types of organisations and the financial reporting framework	Chs 2,4,9	Tutorial exercises
3 19 Nov	Accounting equation and the worksheet	Chs 5,6,11	Tutorial exercises
4 26 Nov	Measuring assets and liabilities	Chs 8,9	Tutorial exercises
5 03 Dec	Presentation of financial statements	Chs 5, 6, 7	Tutorial exercises
6 10 Dec	Mid-Exam		Mid-trimester exams 1st Online Quiz Due
7 17 Dec	Basic financial statement analysis	Chs 4, 10	

23 Dec 2018 – 06 Jan 2019	Mid trimester break		
8 07 Jan	Basic cost management concepts	Chs 12,14	Tutorial exercises
9 19 Jan	Cost behaviour and CVP analysis	Chs 14,16	Deferred Mid Trimester Exams. see Section 2.6 below for more information
10 21 Jan	Performance measurement and the balanced scorecard	Ch 13	Group Assignment Due
11 28 Jan	Budgeting and decision making	Chs 15,17	Tutorial exercises
12 04 Feb	Revision Lecture		2nd Online Quiz Due
13 11 Feb	Study Review Week		
14 18 Feb	Final Exam Week		
15 25 Feb	Student Vacation begins Enrolments for T119 open		
16 04 Mar	Results Released 05 Mar 2019 Certification of Grades 08 Mar 2019		
T119 begins 11 Mar 2019			
1 11 Mar	Week 1 of classes for T119 Friday 08 Mar 2019 – Review of Grade Day for T318 – see Sections 2.6 and 3.6 below for more information.		

2.7 Teaching Methods/Strategies

Briefly described below are the teaching methods/strategies used in this subject:

- *On-campus lectures* (2 hours/week) are conducted in seminar style and address the subject content, provide motivation and context and draw on the students' experience and preparatory reading.
- *Tutorials* (2 hours/week) include class discussion of case studies and research papers, practice sets and problem-solving and syndicate work on group projects. Tutorial participation is an essential component of the subject and contributes to the development of graduate attributes (see section 2.2 above). It is intended that specific tutorial material such as case studies, recommended readings, review questions etc. will be made available each week in Moodle.
- *Online* teaching resources include class materials, readings, model answers to assignments and exercises and discussion boards. All online materials for this subject as provided by KOI will be found in the Moodle page for this subject. Students should access Moodle regularly as material may be updated at any time during the trimester
- *Other contact* - academic staff may also contact students either via Moodle messaging, or via email to the email address provided to KOI on enrolment.

2.8 Student Assessment

Provided below is a schedule of formal assessment tasks and major examinations for the subject.

Assessment Type	When assessed	Weighting	Learning Outcomes Assessed
Tutorial exercises and homework	Weekly	10%	a, b, c, d, e, f
Online Test (x2)	Week 4-6 and 11-12	5% each test 10% total	a, b, c, e, f
Mid-trimester test	Week 6	15%	a, b, c, d
Accounting issues analysis Group Project	Week 10	15%	c, d, e
Final examination (3 hours)	Final Exams Period	50%	a, b, c, d, e, f

Requirements to Pass the Subject:

To gain a pass or better in this subject, students must gain a *minimum of 50%* of the total available subject marks.

2.9 Prescribed Text:

Hancock, P., Robinson, P. Bazley, M. 2015 *Contemporary Accounting: A Strategic Approach for Users* Ed 9 Cengage.