



ACCG611

Principles of Accounting

MQC S2 Day 2014

Dept of Accounting & Corporate Governance

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General Information

Unit convenor and teaching staff

Unit Convenor

Leisa Henness

Leisa.Henness@mq.edu.au

Contact via Leisa.Henness@mq.edu.au

Lecturer

Mohamed Alisabri Haniffa

mohamed.haniffa@mq.edu.au

Contact via mohamed.haniffa@mq.edu.au

Moderator (North Ryde Campus)

Colly He

liyu.he@mq.edu.au

Contact via liyu.he@mq.edu.au

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Colly He

liyu.he@mq.edu.au

Contact via liyu.he@mq.edu.au

Credit points

4

Prerequisites

Admission to MAcc(CPA) or MAcc(Prof) or MCom or MEd or MIntBus or MAcc(Prof)MCom or MBioTechMCom or MIntBusMIntComm or MIntBusMIntRel

Corequisites

Co-badged status

Unit description

This unit provides students with a graduate-level understanding of accounting as a business process to record, measure, classify and report relevant economic, financial and other related information and transactions for use by a variety of stakeholders. Students completing the unit are expected to be able to prepare, analyse and discuss financial reports in various business contexts. Seminars cover the core aspects of the preparation and basic analyses of financial statements and the underlying policies and principles.

Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

Learning Outcomes

On successful completion of this unit, you will be able to:

Identify users of financial information and the use of the information for decision making in business;

Explain underlying accounting concepts and account for business operations;

Apply underlying accounting concepts to the recording process and to the reporting of financial information;

Analyze the financial position and financial performance of a business based on the information given;

Review business operations and accounting process, and provide recommendations;

Practice generic skills that are required within a professional accounting environment.

These skills include communication, comprehension and problem solving.

Assessment Tasks

Name	Weighting	Due
Assessed Coursework	10%	Twice randomly
Class Test	20%	weeks 5 & 9
Assignment	20%	week 11
Final Examination	50%	Examination period

Assessed Coursework

Due: **Twice randomly**

Weighting: **10%**

Homework will be collected twice randomly during the session. The first homework collection will be an early diagnostic indicator for students at academic risk. Students with unsatisfactory performance are asked to consult the lecturer about ways to improve their performance.

Submission

Hard copy of weekly homework will be randomly collected twice in your registered class.

Extension

No extensions will be granted. Students who have not submitted the homework will be awarded a mark of 0 for the task, except for cases in which an application for Disruption to Studies is made and approved. Based on Disruption to Studies, another random will be made.

On successful completion you will be able to:

- Identify users of financial information and the use of the information for decision making in business;
- Explain underlying accounting concepts and account for business operations;
- Apply underlying accounting concepts to the recording process and to the reporting of financial information;
- Practice generic skills that are required within a professional accounting environment. These skills include communication, comprehension and problem solving.

Class Test

Due: **weeks 5 & 9**

Weighting: **20%**

Students are required to attempt two in-class tests. The test weights 10% each. Detail information about in-class tests will be released on iLearn.

Submission

You can only attempt the tests in your registered class.

Extension

No extensions will be granted. Students who have not attempted the in-class test will be awarded a mark of 0 for the test, except for cases in which an application for Disruption to Studies is made and approved. Note that there will be no supplementary test. Students who are absent from the first in-class test will increase the weighting on the second in-class test and vice versa if an application for Disruption to Studies is made and approved. Students who miss both tests will shift the assessment percentage to Assessed Coursework and Assignment evenly if an application for Disruption to Studies is made and approved.

On successful completion you will be able to:

- Identify users of financial information and the use of the information for decision making in business;
- Explain underlying accounting concepts and account for business operations;
- Apply underlying accounting concepts to the recording process and to the reporting of financial information;
- Analyze the financial position and financial performance of a business based on the information given;

- Review business operations and accounting process, and provide recommendations;
- Practice generic skills that are required within a professional accounting environment.

These skills include communication, comprehension and problem solving.

Assignment

Due: **week 11**

Weighting: **20%**

The assignment is an online accounting practice set assignment providing each student with a unique accounting scenario and therefore must be completed on an individual basis. The practice set assignment is a major learning activity, taking up to 20 study hours to complete over a number of days or weeks.

Submission

Submit online

Extension

No extensions will be granted. Students who have not submitted the practice set prior to the deadline will be awarded a mark of 0 for the task, except for cases in which an application for Disruption to Studies is made and approved.

On successful completion you will be able to:

- Identify users of financial information and the use of the information for decision making in business;
- Explain underlying accounting concepts and account for business operations;
- Apply underlying accounting concepts to the recording process and to the reporting of financial information;

Final Examination

Due: **Examination period**

Weighting: **50%**

Submission

A final examination for this unit will be held during the University Examination period. It is an open book 3 hour exam. More information will be released in the revision lecture in week 13.

The University Examination period in Session 2 2014 is from 17 November to 5 December.

You are expected to present yourself for examination at the time and place designated in the University Examination Timetable. The timetable will be available in Draft form approximately eight weeks before the commencement of the examinations and in Final form approximately four weeks before the commencement of the examinations. http://students.mq.edu.au/student_admin/exams/

Grade

Grade descriptors and other information concerning grading are contained in the Macquarie University Grading Policy which is available at: <http://www.mq.edu.au/policy/docs/grading/policy.html>

All final grades in the Department of Accounting and Corporate Governance are determined by a grading committee and are not the sole responsibility of the Unit Coordinator. Students will be awarded one of these grades plus a Standardised Numerical Grade (SNG). The SNG is not necessarily a summation of the individual assessment components. The final grade and SNG that are awarded reflect the corresponding grade descriptor in the Grading Policy.

In addition, there is a requirement to pass the final examination to be awarded a final grade of a Pass or a higher grade.

Extension

The only exception to not sitting an examination at the designated time is because of documented illness or unavoidable disruption. In these circumstances you may wish to consider applying for Disruption to Studies. If a Supplementary Examination is granted as a result of the Disruption to Studies process the examination will be scheduled after the conclusion of the official examination period. Please note that the supplementary examination will be of similar format as the final examination. The Macquarie university examination policy details the principles and conduct of examinations at the University. The policy is available at: <http://www.mq.edu.au/policy/docs/examination/policy.html>

Supplementary examination information for session 2 2014 is available at:

http://www.businessandconomics.mq.edu.au/current_students/undergraduate/how_do_i_disruption_to_studies

The supplementary exam will be held in January, 2015 (TBC).

On successful completion you will be able to:

- Explain underlying accounting concepts and account for business operations;
 - Apply underlying accounting concepts to the recording process and to the reporting of financial information;
 - Analyze the financial position and financial performance of a business based on the information given;
 - Review business operations and accounting process, and provide recommendations;
 - Practice generic skills that are required within a professional accounting environment.
- These skills include communication, comprehension and problem solving.

Delivery and Resources

Classes

The unit has 3 hours face-to-face teaching per week. The class will run in a seminar style.

There are 2 streams

Wednesday 8.30 -11.30 Room 213

Thursday 12.30 - 3.30 Room TBA

Consultation

The lecturers on this unit are available for consultation during teaching weeks by appointment, this request can be made via email. Revision workshop and consultation will be made available during the mid semester break. Advise of this will be posted on learn prior to the mid semester break.

Lecturers will also endeavour to answer queries via email. Students experiencing difficulties should seek help as soon as possible

Required and Recommended Texts and/or Materials

Textbook

Hoggett J., Edwards, L., Medlin, J. and Tilling, M. (2012), Accounting, 8th edition, John Wiley and Sons Australia

The prescribed textbook can be purchased from the Co-op Bookshop on campus. In addition, copies of the textbook are available in the reserve section of the library.

There are two purchase options:

(1) Binder Ready Version (BRV)

The BRV format means that they are loose-leaf pages of the text book and not bound into a book. The advantage is that students only carry with the chapters they require at a time and can add in other notes to their folders.

(2) The BRV + WileyPLUS

Note that WileyPlus is not a required learning material in ACCG 611. Yet, it is possible for students to use WileyPlus on their own as a revision tool. Students who purchase WileyPLUS can use the following link to access <http://wadmin.wileyplus.com/edugen/secure/student/index-mwp.uni>

Please note that E-book is not permitted in ACCG 611.

Online practice set assignment

Technology boutique practice set assignment (provided by Perdisco)

Unit Web Page

Course materials are available on the learning management system (iLearn)

Technology Used and Required

In this unit, students require computer technology sufficient to regularly access the unit iLearn webpage via the internet and to complete the online practice set.

Unit Schedule

Unit Schedule

Week	Commencing	Lecture Topic	Textbook Chapter	Homework questions to be completed
1	4 Aug	Introduction to Accounting	1 2 (pp 28-40)	
2	11 Aug	Recording Transactions	2 (pp 41-45) 3	Ch1: DQ 1, 2 Ch2: DQ 3, 5, Ex 2.7 Pro 2.3, 2.5
3	18 Aug (Access available for online practice set)	Adjusting Entries & Preparing Financial Statements	4 (pp 122-147)	Ch2: Pro 2.4, 2.6 Ch3: Ex 3.10 Pro 3.4, 3.11
4	25 Aug	Completing the Accounting Cycle	4 (pp 148-155) 5	Ch 4: DQ 2, 7 Ex 4.3, 4.7 Pro 4.4, 4.14
5	1 Sep Test 1	Accounting System (Not Including QuickBooks & MYOB)	7	Ch 4: Pro 4.8 Ch 5: DQ 7, 8 Ex 5.8 Pro 5.4, 5.11
6	8 Sep	Accounting for Retailing	6	Ch 7: DQ 2 Ex 7.2, 7.12 Pro 7.8 (part A), 7.13

7	15 Sep	Accounting for Inventory	19	Ch 6: DQ 4, 8 Ex 6.5, 6.7 Pro 6.4 (Part B,C,D), Pro 6.5 (Part B,C,D) (Note: the selling price of lamp is \$60 each, not \$70), 6.13
Mid-semester Break 22 Sep – 6 Oct, 2014				
8	7 Oct	Cash Management and Control	10	Ch 19: DQ 8, 9 Ex 19.3, 19.6 Pro: 19.7, 19.8, 19.11
9	13 Oct Test 2	Accounting for Receivables	18 (pp 748-763)	Ch 10: DQ 3, 7 Ex 10.9, 10.10 Pro 10.8, 10.10
10	20 Oct	Accounting for Depreciation	20 21 (pp 874-878)	Ch 18: DQ 5, 6 Ex 18.3, 18.5 Pro 18.5, 18.11
11	27 Oct (Practice set submission by 11:59pm 31Oct)	Accounting for Partnership	15 Additional reading materials released on iLearn	Ch 20: DQ 5, 9 Ex 20.7, 20.10 Pro 20.8, 20.12 Ch 21: Ex 21.11
12	3 Nov	Revision I		Ch 15: DQ 2, 8 Ex 15.2, 15.9 Pro 15.6, 15.9, 15.12 Additional reading materials: Pro 13.4, 13.5
13	10 Nov	Revision II		

Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central](#). Students should be aware of the following policies in particular with regard to Learning and Teaching:

Academic Honesty Policy http://mq.edu.au/policy/docs/academic_honesty/policy.html

Assessment Policy <http://mq.edu.au/policy/docs/assessment/policy.html>

Grading Policy <http://mq.edu.au/policy/docs/grading/policy.html>

Grade Appeal Policy <http://mq.edu.au/policy/docs/gradeappeal/policy.html>

Grievance Management Policy http://mq.edu.au/policy/docs/grievance_management/policy.html

Disruption to Studies Policy http://www.mq.edu.au/policy/docs/disruption_studies/policy.html *The Disruption to Studies Policy is effective from March 3 2014 and replaces the Special Consideration Policy.*

In addition, a number of other policies can be found in the [Learning and Teaching Category](#) of Policy Central.

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/support/student_conduct/

Grade Appeals and Final Examination Script Viewing at Macquarie City Campus

Please request a script at: <http://www.city.mq.edu.au/reviews-appeals.html>

Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

Learning Skills

Learning Skills (mq.edu.au/learningskills) provides academic writing resources and study strategies to improve your marks and take control of your study.

- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module for Students](#)
- [Ask a Learning Adviser](#)

Please see the City Campus webpage and this link for further details:

http://city.mq.edu.au/on-campus/student_support_services/

Student Services and Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

Student Enquiries

For all student enquiries, visit Student Connect at ask.mq.edu.au

IT Help

For help with University computer systems and technology, visit <http://informatics.mq.edu.au/help/>.

When using the University's IT, you must adhere to the [Acceptable Use Policy](#). The policy applies to all who connect to the MQ network including students.

When using the university's IT, you must adhere to the Acceptable Use Policy. The policy applies to all who connect to the MQ network including students and it outlines what can be done.

http://www.mq.edu.au/policy/docs/acceptable_use/policy.html

Students must use their Macquarie University email addresses to communicate with staff as it is University policy that the University issued email account is used for official University communication.

Students are expected to act responsibly when utilising Macquarie City Campus IT facilities. The following regulations apply to the use of computing facilities and online services:

- Accessing inappropriate web sites or downloading inappropriate material is not permitted.
- Material that is not related to coursework for approved unit is deemed inappropriate.
- Downloading copyright material without permission from the copyright owner is illegal, and strictly prohibited. Students detected undertaking such activities will face disciplinary action, which may result in criminal proceedings.

Non-compliance with these conditions may result in disciplinary action without further notice.

If you would like to borrow headphones for use in the Macquarie City Campus computer labs (210, 307, 311, 608) at any point, please ask at Level 2 Reception. You will be required to provide your MQC Student ID card. This will be held as a deposit while using the equipment.

For assistance in the computer labs, please see a Lab Demonstrator (usually they can be found in Lab 311, otherwise ask at Level 2 Reception).

Research & Practice

The findings of research studies in relation to some topics will be discussed briefly during the session. Students are encouraged to use library resources to go beyond the prescribed text in understanding the concepts taught in this unit and to complete their assessment tasks.