



# ACCG308

## Corporate Accounting and Business Advisory

S1 Day 2017

*Dept of Accounting & Corporate Governance*

### Contents

---

<u>General Information</u>	2
<u>Learning Outcomes</u>	3
<u>Assessment Tasks</u>	3
<u>Delivery and Resources</u>	8
<u>Unit Schedule</u>	11
<u>Policies and Procedures</u>	11
<u>Graduate Capabilities</u>	13
<u>Changes from Previous Offering</u>	14

---

#### **Disclaimer**

Macquarie University has taken all reasonable measures to ensure the information in this publication is accurate and up-to-date. However, the information may change or become out-dated as a result of change in University policies, procedures or rules. The University reserves the right to make changes to any information in this publication without notice. Users of this publication are advised to check the website version of this publication [or the relevant faculty or department] before acting on any information in this publication.

## General Information

Unit convenor and teaching staff

Unit Convener (module 1)

James Hazelton

[accg308@mq.edu.au](mailto:accg308@mq.edu.au)

Contact via [accg308@mq.edu.au](mailto:accg308@mq.edu.au)

E4A 239

Monday 9-10am; 11-12pm

Unit Convener (module 2)

Stephen Haswell

[accg308@mq.edu.au](mailto:accg308@mq.edu.au)

Contact via [accg308@mq.edu.au](mailto:accg308@mq.edu.au)

E4A 210

Monday 3-5pm

Credit points

3

Prerequisites

(39cp at 100 level or above) including ACCG224

Corequisites

Co-badged status

Unit description

This unit has two components. The first introduces students to the principles, tools and techniques of acting as a trusted business advisor. This component builds on prior knowledge of internal controls, information systems, compliance and business strategy, and applies these skills in a real-world setting. The second component examines the framework and techniques that are used to prepare general purpose financial reports for companies, and in particular the techniques used to prepare the consolidated financial statements for a corporate group. This component builds on first and second year financial accounting units and provides students with the technical accounting knowledge to prepare and use company financial statements. Political and ethical issues surrounding recent financial reporting controversies are also considered. Both components of the unit develop graduate capabilities centred on higher order analysis and effective communication skills.

## 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:

Examine and critically appraise the strategy, operations and risk of an enterprise

Argue for appropriate solutions to business issues and communicate this advice to a range of stakeholders

Examine the nature of accounting for business combinations in Australia

Prepare consolidated financial statements and account for associated companies in accordance with Australian standards

Critically evaluate accounting theories and issues underlying corporate reporting

## Assessment Tasks

Name	Weighting	Hurdle	Due
<a href="#">Assignment</a>	35%	No	See instructions
<a href="#">Assignment</a>	4%	No	Ongoing
<a href="#">Class test</a>	6%	No	Week 12 tutorial
<a href="#">Final examination</a>	55%	No	University examination period

### Assignment

Due: **See instructions**

Weighting: **35%**

#### **Business plan and benchmarking report**

Due: 5pm 12/April (Part 1); 5pm 4/May (Part 2)

Weighting 15% (Part 1); 20% (Part 2)

#### Submission

Part 1 and Part 2 will both be submitted via iLearn by the due dates. Detailed submission instructions will be posted on the unit webpage.

#### Estimated student workload

Part 1: Students are expected to spend approximately 16 hours on this task. (Much of the material will have been prepared by completing tutorials 1-6).

Part 2: Students are expected to spend approximately 24 hours on this task.

### Marking criteria

Detailed marking criteria will be posted on the unit webpage.

### Deliverables

Written assignment

### Preparation instructions

Detailed instructions will be posted on the unit webpage.

### Extension and penalties

No extensions will be granted. There will be a deduction of 10% of the total available marks made from the total awarded mark for each 24 hour period or part thereof that the submission is late (for example, 25 hours late in submission – 20% penalty). This penalty does not apply for cases in which an application for disruption of studies is made and approved.

On successful completion you will be able to:

- Examine and critically appraise the strategy, operations and risk of an enterprise
- Argue for appropriate solutions to business issues and communicate this advice to a range of stakeholders

## Assignment

Due: **Ongoing**

Weighting: **4%**

### Tutorial assignments

These are weekly written assignments based on the textbook end of chapter questions or other supplied material. The Tutor will randomly collect three and choose best two only,  $2\% \times 2 = 4\%$ .

### Extensions

No extensions will be granted but a successful disruption to studies application would mean that a later assignment would be collected instead.

### Estimated student workload

Students should spend approximately 3 hours on each assignment.

For more details see the separate assessment guide on i-learn.

On successful completion you will be able to:

- Examine the nature of accounting for business combinations in Australia
- Prepare consolidated financial statements and account for associated companies in accordance with Australian standards
- Critically evaluate accounting theories and issues underlying corporate reporting

## Class test

Due: **Week 12 tutorial**

Weighting: **6%**

### Class test

This will be a test held during your regular tutorials in Week 12, and will be based on material from weeks 7 - 12. The test will be 45 minutes duration.

Extensions

No extensions will be granted but a successful disruption to studies application would mean that a supplementary class test could be granted.

Estimated student workload

Students should spend approximately 6 hours on preparation for this test.

For more details a guide will later be posted on i-learn.

On successful completion you will be able to:

- Examine the nature of accounting for business combinations in Australia
- Prepare consolidated financial statements and account for associated companies in accordance with Australian standards
- Critically evaluate accounting theories and issues underlying corporate reporting

## Final examination

Due: **University examination period**

Weighting: **55%**

Final examination

## Final Examination

Due: **University Examination Period** Weighting: **55%**

A final examination is included as an assessment task for this unit to provide assurance that:

- i) the product belongs to the student and
- ii) the student has attained the knowledge and skills tested in the exam.

The final exam is of two hours and forty minutes duration. The final exam of ACCG308 is designed to test you against the learning objectives of the unit. Students in ACCG308 for 2017 will be required to do a final exam that tests them on all the material covered during module 2 of the session.

The exam period is between 13 June and 30 June 2017. Students must make sure they are present during this period. You are expected to present yourself for examination at the time and place designated in the University 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. It is the student's responsibility to make sure that they have ascertained the room number for their exam before the exam day.

[http:// exams.mq.edu.au/](http://exams.mq.edu.au/)

You are advised that it is Macquarie University policy not to set early examinations for individuals or groups of students. All students are expected to ensure that they are available until the end of the teaching session, that is, the final day of the official examination period.

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. The University's policy on Disruption to Studies process is available at: [http://www.mq.edu.au/policy/docs/disruption\\_studies/policy.html](http://www.mq.edu.au/policy/docs/disruption_studies/policy.html) Further details of policy on Disruption to Studies are given in the section below.

If a Supplementary Examination is granted as a result of the Disruption to Studies process, the examination will be scheduled as per Supplementary Examination timetable of the Faculty. Please note that the supplementary examination will be of a 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.htm>

Details regarding the form and scope of the final exam will be provided to you during the final lecture. In the meantime you should be aware that the best preparation for the final exam is as follows:

- Attend lectures and take notes - what are the main points the lecturer has made?
- Complete the required readings from the textbook each week
- Attend all tutorials
- Complete independent solutions to tutorial discussion questions, exercises and problems

- Form study groups at the beginning of session
- Use the assessed coursework to monitor your own progress against the unit learning objectives. A low score on an assessed coursework is a signal that you need to do more work on certain topics
- Check your solution to the tutorial assignments against the 'self-study solutions' that are available on iLearn
- Use the consultation times whenever you need extra help, not just before the exam

### **What is required to complete the unit satisfactorily**

Students must **pass the overall assessment** to receive a passing grade in this unit.

### **Expectations and Workload**

Students are expected to spend 150 hours working on this unit. As a guide a student should spend these approximate amounts of time on each of the following activities:

#### **Activities**

#### **Hours**

1

Weekly lectures/tutorials

39

2

Assessed coursework

36

3

Assignments, benchmarking reports

40

4

Class test

6

5

Final exam

21

6

Readings/self-study

8

TOTAL

**150**

On successful completion you will be able to:

- Examine the nature of accounting for business combinations in Australia
- Prepare consolidated financial statements and account for associated companies in accordance with Australian standards
- Critically evaluate accounting theories and issues underlying corporate reporting

## Delivery and Resources

### Teaching staff

<u>Name</u>	<u>Email address</u>
James Hazelton <b>Unit Convener</b> & Lecturer (Module 1)	accg308@mq.edu.au
Stephen Haswell <b>Unit Convener</b> & Lecturer (Module 2)	
Claudia Chau Administrator	accg308@mq.edu.au

Please use email as the first form of contact. Teaching staff will receive correspondence only if sent to the unit email account above.

### Contacting staff

The consultation timetable will be made available on the unit's website in week 2. Staff members are available for two hours per week for consultation starting from week 3.

You are encouraged to seek help at a time that is convenient to you from a staff member teaching on this unit during their regular consultation hours. In special circumstances, an appointment may be made outside regular consultation hours. Staff will not conduct any consultations by email. You may, however, phone staff during their consultation hours.



In order to gain access to staff located at levels 2 and 3 of building E4A during their consultation hours, please ring the staff member from the phones available in the lobby (phone numbers of relevant staff members will be provided on iLearn and are available next to the phones).

Students experiencing significant difficulties with any topic in the unit must seek assistance immediately.

## Classes

- There are two components in this unit and the teaching scheme is different for each.
- Module 1 (James Hazelton), Business Planning and Advisory (weeks 1 to 6), all lectures are on-line videos, but tutorials are face-to-face in a class room.
- Module 2 (Stephen Haswell), Corporate Accounting (weeks 7 to 13), has 2 hour lectures per week face-to-face live in a lecture theater, plus tutorials.
- Tutorials for both components are one hour per week face-to-face, starting in week 2.
- The timetable for classes can be found on the University web site at:  
<http://www.timetables.mq.edu.au/>

## Timetable for face to face lectures (weeks 7 to 13)

<u>Day</u>	<u>Time</u>	<u>Room</u>
Monday	9 - 11 am	E7B Mason
Tuesday	6 - 8 pm	W5A Price

## Timetable for tutorials

ACCG308 also requires students to attend a weekly small group tutorial of **one-hour** duration. The maximum number of students in each group is thirty.

Tutors will record attendance each week. **You must attend at least 9 of the 12 tutorials in order to complete satisfactory coursework requirements for this unit.** For this purpose we do not accept medical certificates for missed tutorials; it is up to you to organise yourself to come to at least nine tutorials.

Tutorials begin in Week 2.

Tutorial places have been allocated by the University's on-line enrolment system. Most tutorials are already full. If you do not already have a tutorial time, then you must enrol on-line as soon as possible.

Due to the large number of students enrolled in ACCG308, changes to tutorial times are managed by the on-line enrolment system. It is not necessary to contact members of staff about tutorial changes. On-line enrolment changes **will be shut down at the end of week 2 so all**

changes must be made by then.

You can only attend and sit for the class test or hand up tutorial homework in your registered tutorial.

## Prizes

The Association of Chartered Certified Accountants Prize is awarded to the best student in the unit ACCG308 Corporate Accounting and Reporting.

## Required and Recommended Texts and/or Materials

### Module 1 (Business planning and advisory)

Rogoff, E., (2007) *Bankable Business Plans (2<sup>nd</sup> Edition)*, Rowhouse Publishing, New York. Available on Kindle from amazon.com

*Note that this is quite an old text but is excellent in the way it simply and logically sets out the key elements of a business plan. For a more up-to-date discussion on business planning and marketing in the digital era, the following additional text is highly recommended:*

Kawasaki (2015) *The Art of the Start 2.0: The Time-Tested, Battle-Hardened Guide for Anyone Starting Anything*, Penguin, New York.

### Module 2 (Corporate accounting)

Jubb, P.B., Haswell, S.M. and I.A. Langfield-Smith, *Company Accounting*, 5th Edition 2010, Cengage, Melbourne.

The text can be purchased from the Macquarie University Co-op Bookshop.

This text is used extensively for both lecture references and for tutorial work. Ideally students should have a copy of this text that they can access at all times. Copies of this text are available on Library Reserve.

## Technology Used and Required

You will need basic computer skills to use Macquarie University's iLearn teaching facility (refer to the detail contained below in Unit Web Page). You will need to download documents supplied in pdf format.

## Unit Web Page

ACCG308 lecture handouts, notices and homework solutions will be available in full from the unit's web page. You can access the web page on campus, at work or at home, where you can login to "iLearn" <https://ilearn.mq.edu.au/login/MQ/>. Please check the web site on a regular basis for notices, updates, etc.

Lectures for weeks 7-12 will be audio recorded on 'iLecture' and made available on iLearn by the end of the week. 'Virtual tutorials', which provide detailed explanations for some self-study homework questions, are also made available for some topics.

## Unit Schedule

Week	Discipline Specific Related Content
1	Introduction to business plans and consulting
2	Market research and strategy
3	Sales and marketing strategy
4	Operational strategy
5	Financing and financial plans
6	Business plan writing and consulting
7	Business combination
8	Purchase consolidation 1
9	Purchase consolidation 2
10	Intra-group transaction
11	Direct non-controlling interest
12	Equity accounting
13	Revision session for consolidation

## 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](http://mq.edu.au/policy/docs/academic_honesty/policy.html)

Assessment Policy [http://mq.edu.au/policy/docs/assessment/policy\\_2016.html](http://mq.edu.au/policy/docs/assessment/policy_2016.html)

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

Complaint Management Procedure for Students and Members of the Public [http://www.mq.edu.au/policy/docs/complaint\\_management/procedure.html](http://www.mq.edu.au/policy/docs/complaint_management/procedure.html)

Disruption to Studies Policy (in effect until Dec 4th, 2017): [http://www.mq.edu.au/policy/docs/disruption\\_studies/policy.html](http://www.mq.edu.au/policy/docs/disruption_studies/policy.html)

Special Consideration Policy (in effect from Dec 4th, 2017): <https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policies/special-consideration>

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/](https://students.mq.edu.au/support/student_conduct/)

## Results

Results shown in *iLearn*, or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in [eStudent](#). For more information visit [ask.mq.edu.au](http://ask.mq.edu.au).

## 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](http://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](#)

## 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](http://ask.mq.edu.au)

## IT Help

For help with University computer systems and technology, visit [http://www.mq.edu.au/about\\_us/offices\\_and\\_units/information\\_technology/help/](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/).

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

## Graduate Capabilities

### Creative and Innovative

Our graduates will also be capable of creative thinking and of creating knowledge. They will be imaginative and open to experience and capable of innovation at work and in the community. We want them to be engaged in applying their critical, creative thinking.

This graduate capability is supported by:

#### Learning outcomes

- Examine and critically appraise the strategy, operations and risk of an enterprise
- Argue for appropriate solutions to business issues and communicate this advice to a range of stakeholders

#### Assessment task

- Assignment

### Discipline Specific Knowledge and Skills

Our graduates will take with them the intellectual development, depth and breadth of knowledge, scholarly understanding, and specific subject content in their chosen fields to make them competent and confident in their subject or profession. They will be able to demonstrate, where relevant, professional technical competence and meet professional standards. They will be able to articulate the structure of knowledge of their discipline, be able to adapt discipline-specific knowledge to novel situations, and be able to contribute from their discipline to inter-disciplinary solutions to problems.

This graduate capability is supported by:

#### Learning outcomes

- Examine the nature of accounting for business combinations in Australia
- Prepare consolidated financial statements and account for associated companies in accordance with Australian standards
- Critically evaluate accounting theories and issues underlying corporate reporting

#### Assessment tasks

- Assignment
- Class test
- Final examination

## Critical, Analytical and Integrative Thinking

We want our graduates to be capable of reasoning, questioning and analysing, and to integrate and synthesise learning and knowledge from a range of sources and environments; to be able to critique constraints, assumptions and limitations; to be able to think independently and systemically in relation to scholarly activity, in the workplace, and in the world. We want them to have a level of scientific and information technology literacy.

This graduate capability is supported by:

### Learning outcomes

- Examine and critically appraise the strategy, operations and risk of an enterprise
- Argue for appropriate solutions to business issues and communicate this advice to a range of stakeholders

### Assessment task

- Assignment

## Changes from Previous Offering

This unit has a new module, "Business Advisory"