Session 2 Learning and Teaching Update

The decision has been made to conduct study online for the remainder of Session 2 for all units WITHOUT mandatory on-campus learning activities. Exams for Session 2 will also be online where possible to do so.

This is due to the extension of the lockdown orders and to provide certainty around arrangements for the remainder of Session 2. We hope to return to campus beyond Session 2 as soon as it is safe and appropriate to do so.

Some classes/teaching activities cannot be moved online and must be taught on campus. You should already know if you are in one of these classes/teaching activities and your unit convenor will provide you with more information via iLearn. If you want to confirm, see the list of units with mandatory on-campus classes/teaching activities.

Visit the MQ COVID-19 information page for more detail.
General Information

Unit convenor and teaching staff
Unit Convenor, Lecturer
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TBA on ilearn

Unit Moderator
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Teaching Assistant
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Contact via accg1000@mq.edu.au

Credit points
10

Prerequisites

Corequisites

Co-badged status

Unit description
This unit focuses on the role of accounting and the accounting profession in society. By exploring and discovering diverse accountability frameworks, students will learn to appreciate the role accounting plays. The unit aims to introduce basic accounting language, concepts and methods. Students will be provided with an opportunity to discuss evolving means of information preparation, with an emphasis on understanding how such information assists users when making important business decisions. The role of accounting stewardship is explored, developing students’ awareness of social, environmental and ethical concerns in an attempt to develop well rounded business professionals.

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:

**ULO1:** Examine the role of Accounting in a contemporary social context with a focus on business ethics and responsible management.

**ULO2:** Describe the business environment of the accounting profession.

**ULO3:** Develop competences in key technical aspects in accounting practice and be able to process and interpret basic accounting information.

**ULO4:** Evaluate the traditional aspects of accounting for business decision-making.

**ULO5:** Research and communicate ethical issues in business.

General Assessment Information

**Late Submission(s):**

Late assessments must also be submitted through Turnitin. 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 incurs a 20% penalty). This penalty does not apply for cases in which an application for Special Consideration is made and approved. Note: applications for Special Consideration Policy must be made within 5 (five) business days of the due date and time.

Assessment Tasks

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online Quiz 1</td>
<td>5%</td>
<td>No</td>
<td>Monday 13th December 2021</td>
</tr>
<tr>
<td>Case Study</td>
<td>10%</td>
<td>No</td>
<td>Tuesday 21st December 2021</td>
</tr>
<tr>
<td>Online Quiz 2</td>
<td>15%</td>
<td>No</td>
<td>Monday 10th January 2022</td>
</tr>
<tr>
<td>Xero Assignment</td>
<td>15%</td>
<td>No</td>
<td>Wednesday 12th January 2022</td>
</tr>
<tr>
<td>Final Examination</td>
<td>55%</td>
<td>No</td>
<td>S3 University Exam Period (17-21 January 2022)</td>
</tr>
</tbody>
</table>

**Online Quiz 1**

**Assessment Type:** Quiz/Test

**Indicative Time on Task:** 7 hours

**Due:** Monday 13th December 2021

**Weighting:** 5%

Students are required to attempt an online test (quiz) through iLearn. The purpose of the online test is to provide students with feedback on their learning of ‘Financial Accounting’ basics.
On successful completion you will be able to:
  • Examine the role of Accounting in a contemporary social context with a focus on business ethics and responsible management.
  • Describe the business environment of the accounting profession.
  • Develop competences in key technical aspects in accounting practice and be able to process and interpret basic accounting information.

Case Study
Assessment Type: Report
Indicative Time on Task: 21 hours
Due: Tuesday 21st December 2021
Weighting: 10%

The case study is a 1000-word research essay that encourages students to explore ethical issues in business, using materials outside the assigned text.

On successful completion you will be able to:
  • Examine the role of Accounting in a contemporary social context with a focus on business ethics and responsible management.
  • Research and communicate ethical issues in business.

Online Quiz 2
Assessment Type: Quiz/Test
Indicative Time on Task: 21 hours
Due: Monday 10th January 2022
Weighting: 15%

Students are required to attempt an online test (quiz) through iLearn. The purpose of the online test is to provide students with feedback on their learning of the 'Financial Accounting for Business' topics.

On successful completion you will be able to:
  • Examine the role of Accounting in a contemporary social context with a focus on business ethics and responsible management.
  • Describe the business environment of the accounting profession.
  • Develop competences in key technical aspects in accounting practice and be able to process and interpret basic accounting information.

Xero Assignment
Assessment Type: Participatory task
Indicative Time on Task: 21 hours
Due: Wednesday 12th January 2022
Weighting: 15%

During the session, students are required to undertake an accounting task using online accounting software, Xero. The Xero assignment is progressive in nature, and students are required to complete the stipulated tasks of this assignment on a weekly basis.

On successful completion you will be able to:
- Examine the role of Accounting in a contemporary social context with a focus on business ethics and responsible management.
- Develop competences in key technical aspects in accounting practice and be able to process and interpret basic accounting information.

Final Examination
Assessment Type: Examination
Indicative Time on Task: 30 hours
Due: S3 University Exam Period (17-21 January 2022)
Weighting: 55%

A two-hour online examination (open book) will be held during the University Examination period.

On successful completion you will be able to:
- Examine the role of Accounting in a contemporary social context with a focus on business ethics and responsible management.
- Describe the business environment of the accounting profession.
- Develop competences in key technical aspects in accounting practice and be able to process and interpret basic accounting information.
- Evaluate the traditional aspects of accounting for business decision-making.

If you need help with your assignment, please contact:
- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the Learning Skills Unit for academic skills support.

Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation.
Delivery and Resources

Classes
ACCG1000 will be delivered through a series of pre-recorded lectures on Monday and live zoom lectures on Wednesday and Friday. Recordings of the live zoom lectures will also be uploaded to ilearn for students to access. Following the lectures will be a one hour live zoom tutorial. Students must choose to enrol in an online zoom tutorial. Attendance will be taken at these sessions and student participation is strongly encouraged.

Lectures
Weekly pre-recorded lectures on Monday and live zoom lectures on Wednesday and Fridays. See unit schedules for classes.

Tutorials
Tutorials begin on Monday 29th November and all subsequent tutorials will be based upon the previous lecture topic. Students are expected to watch either attend live zoom lecture or watch online pre-recorded lectures and attempt tutorial exercises prior to attending weekly tutorials.

Prizes
Prizes for this unit are detailed on the following website: https://students.mq.edu.au/admin/scholarships-and-financial-support/prizes

Prescribed text and recommended materials
Prescribed text for this unit:

This text will be used in both ACCG1000 and ACCG1001. Students can purchase this text online at https://www.wileydirect.com.au/buy/financial-accounting-reporting-analysis-and-decision-making-6th-edition/

This text is available in both hard copy and E-Text formats. Other required material will be available to students throughout the session via iLearn.

KickStart
This unit includes a KickStart package, designed to help you get a head start with your studies. Being well prepared can be the key to success, so be sure to take advantage of KickStart and make it work for you.

What is it?
KickStart is a package of resources and activities in iLearn that is specific to studying this unit.
Your package may include welcome videos from the Unit Convenor, introductory quizzes, and insights on the unit.

**When is it available?**

Two weeks before the start of the session, log into iLearn and access the KickStart package. Please note that the activities in the KickStart package do not count towards the final grade of the unit.

**What is required to complete this unit satisfactorily?**

In addition to the requirements outlined in the Assessment tasks section above, it is expected that students in this course are independent learners who assume personal responsibility for their learning and undertake a pro-active approach to addressing any deficiencies in their understanding of the course materials through independent research and inquiry and through consultations with peers and instructors as appropriate.

### Unit Schedule

<table>
<thead>
<tr>
<th>Class</th>
<th>Topic</th>
<th>Reading</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Accounting, Accountability and Society</td>
<td>(Textbook Chapter 1, pp. 1-17)</td>
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<td></td>
<td>Accounting for Organisations</td>
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<td></td>
<td>Careers in Accounting</td>
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<tr>
<td>2</td>
<td>Ethics - What is it and why it is important?</td>
<td>(Reading materials provided on iLearn)</td>
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<tr>
<td></td>
<td>-Role of ethics in accounting</td>
<td></td>
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<td></td>
<td>-Code of ethics for professional accountants</td>
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<tr>
<td>3</td>
<td>Financial Accounting for Business - Double-Entry Accounting</td>
<td>(Textbook Chapter 2, pp. 94-106)</td>
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<tr>
<td>4</td>
<td>Financial Accounting for Business - Preparing General Journals</td>
<td>(Textbook Chapter 2, pp. 107-111)</td>
</tr>
<tr>
<td>5</td>
<td>Financial Accounting for Business - Posting and Trial Balance</td>
<td>(Textbook Chapter 2, pp. 112-131)</td>
</tr>
<tr>
<td>Date</td>
<td>Day</td>
<td>Topic</td>
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<tr>
<td>10th Dec</td>
<td>Friday</td>
<td>Financial Accounting for Business - Adjusting Entries</td>
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<tr>
<td>13th Dec</td>
<td>Monday</td>
<td>Financial Accounting for Business - Closing Entries</td>
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<td></td>
<td></td>
<td><strong>No class on Friday 17th December 2021</strong></td>
</tr>
<tr>
<td>5th Jan</td>
<td>Wednesday</td>
<td>Financial Accounting for Business - Preparing and Interpreting Financial Statements 2</td>
</tr>
<tr>
<td>7th Jan</td>
<td>Friday</td>
<td>Management Accounting - Introduction</td>
</tr>
<tr>
<td>10th Jan</td>
<td>Monday</td>
<td>Management Accounting - Cost Volume Profit Analysis</td>
</tr>
<tr>
<td>12th Jan</td>
<td>Wednesday</td>
<td>Sustainability</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• What it is and why it is important</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Role of accountants</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Disclosure and reporting requirements</td>
</tr>
<tr>
<td>14th Jan</td>
<td>Friday</td>
<td>Revision</td>
</tr>
</tbody>
</table>
Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://policies.mq.edu.au). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- Academic Appeals Policy
- Academic Integrity Policy
- Academic Progression Policy
- Assessment Policy
- Fitness to Practice Procedure
- Grade Appeal Policy
- Complaint Management Procedure for Students and Members of the Public
- Special Consideration Policy

Students seeking more policy resources can visit Student Policies (https://students.mq.edu.au/support/study/policies). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

To find other policies relating to Teaching and Learning, visit Policy Central (https://policies.mq.edu.au) and use the search tool.

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/admin/other-resources/student-conduct

Results

Results published on platform other than eStudent, (eg. iLearn, Coursera etc.) 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 or if you are a Global MBA student contact globalmba.support@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) provides academic writing resources and study strategies to help you improve your marks and take control of your study.

- Getting help with your assignment
- Workshops
- StudyWise
**Unit guide** ACCG1000 Accounting in Society

- **Academic Integrity Module**

The Library provides online and face to face support to help you find and use relevant information resources.

- **Subject and Research Guides**

- **Ask a Librarian**

**Student Enquiry Service**

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

If you are a Global MBA student contact globalmba.support@mq.edu.au

**Equity 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.

**IT Help**

For help with University computer systems and technology, visit 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](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/).

The policy applies to all who connect to the MQ network including students.