# ACCG1001
## Accounting and Governance

Session 3, Online-scheduled-weekday 2022

*Department of Accounting and Corporate Governance*

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## Disclaimer

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General Information

Unit convenor and teaching staff
Unit Convenor and Lecturer
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Moderator
Parmod Chand
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Administrator
Charmaine D’Souza
charmaine.dsouza@mq.edu.au

Credit points
10

Prerequisites
ACCG100 or ACCG106 or ACCG1000

Corequisites

Co-badged status

Unit description
This unit focuses on the role of accounting in governance and accountability. The link between accounting and governance is discussed through the concepts of measurement, valuation, conceptual framework, reporting and communication of financial and non-financial information. The unit also acquaints students with how to apply computerised accounting software to record financial transactions and adjust accounting entries, and to prepare bank reconciliation and financial statements. On the completion of this unit, students are expected to understand the role of accounting in discharging accountability, provide accounting treatment for assets, liabilities and equity, analyse and interpret financial statements, and understand the regulatory accounting environment. Critical, analytical and integrative thinking, problem solving, communication and teamwork skills are developed through treatments of accounting transactions and events, and the completion of a business report and group project.

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:** Identify and describe the role of accounting in organisational governance and stewardship, and in discharging accountability to stakeholders.

**ULO2:** Apply skills in processing accounting information and explain classifications and/or treatments to essential accounting processes and the use of accounting software.

**ULO3:** Analyse financial statements and integrate knowledge and skills to solve business problems including working capital.

**ULO4:** Explain the regulatory accounting environment and its impact for the accounting profession.

**ULO5:** Prepare financial statements, and provide advice on routine accounting issues from appropriate regulatory and/or governance perspectives.

General Assessment Information

Online Class test

Assessment Type 1: Quiz/Test
Indicative Time on Task 2: 24 hours
Due: 5/1/2023
Weighting: 20%

The online class test is designed to give feedback to students' understanding of key topics and concepts covered and to identify any particular learning challenges or areas of difficulty prior to the final examination.

On successful completion you will be able to:

- Identity and describe the role of accounting in organisational governance and stewardship, and in discharging accountability to stakeholders.
- Apply skills in processing accounting information and explain classifications and/or treatments to essential accounting processes and the use of accounting software.
- Explain the regulatory accounting environment and its impact for the accounting profession.

Business Report

Assessment Type 1: Practice-based task
Indicative Time on Task 2: 20 hours
Due: Report: Friday 6/1/2023; Presentation: Monday 9/1/2023
Weighting: 15%
During the session students are required to prepare a business report that analyses a company’s reporting of specific accounting transactions and corporate governance.

On successful completion you will be able to:

- Identity and describe the role of accounting in organisational governance and stewardship, and in discharging accountability to stakeholders.
- Apply skills in processing accounting information and explain classifications and/or treatments to essential accounting processes and the use of accounting software.
- Analyse financial statements and integrate knowledge and skills to solve business problems including working capital.
- Prepare financial statements, and provide advice on routine accounting issues from appropriate regulatory and/or governance perspectives.

**MYOB Assignment**

Assessment Type ¹: Quantitative analysis task Indicative Time on Task ²: 15 hours Due: 15/1/2023 Weighting: 10%

During the session students are required to undertake an accounting task using the MYOB accounting software.

On successful completion you will be able to:

- Apply skills in processing accounting information and explain classifications and/or treatments to essential accounting processes and the use of accounting software.
- Analyse financial statements and integrate knowledge and skills to solve business problems including working capital.
- Prepare financial statements, and provide advice on routine accounting issues from appropriate regulatory and/or governance perspectives.

**Final Examination**

Assessment Type ¹: Examination Indicative Time on Task ²: 30 hours Due: Exam period 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:
• Identity and describe the role of accounting in organisational governance and stewardship, and in discharging accountability to stakeholders.

• Apply skills in processing accounting information and explain classifications and/or treatments to essential accounting processes and the use of accounting software.

• Analyse financial statements and integrate knowledge and skills to solve business problems including working capital.

• Explain the regulatory accounting environment and its impact for the accounting profession.

• Prepare financial statements, and provide advice on routine accounting issues from appropriate regulatory and/or governance perspectives.

1 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 Writing Centre for academic skills support.

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

Assessment Tasks

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online Class test</td>
<td>20%</td>
<td>No</td>
<td>Thursday 5/1/2023</td>
</tr>
<tr>
<td>Final Examination</td>
<td>55%</td>
<td>No</td>
<td>TBA Exam Period</td>
</tr>
<tr>
<td>Business Report</td>
<td>15%</td>
<td>No</td>
<td>Friday 6/1/2023</td>
</tr>
<tr>
<td>MYOB Assignment</td>
<td>10%</td>
<td>No</td>
<td>Sunday 15/01/2023</td>
</tr>
</tbody>
</table>

Online Class test

Assessment Type 1: Quiz/Test
Indicative Time on Task 2: 24 hours
Due: Thursday 5/1/2023
Weighting: 20%

The online class test is designed to give feedback to students' understanding of key topics and concepts covered and to identify any particular learning challenges or areas of difficulty prior to the final examination.
On successful completion you will be able to:

- Identity and describe the role of accounting in organisational governance and stewardship, and in discharging accountability to stakeholders.
- Apply skills in processing accounting information and explain classifications and/or treatments to essential accounting processes and the use of accounting software.
- Explain the regulatory accounting environment and its impact for the accounting profession.

**Final Examination**

Assessment Type: Examination
Indicative Time on Task: 30 hours
Due: TBA Exam Period
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:

- Identity and describe the role of accounting in organisational governance and stewardship, and in discharging accountability to stakeholders.
- Apply skills in processing accounting information and explain classifications and/or treatments to essential accounting processes and the use of accounting software.
- Analyse financial statements and integrate knowledge and skills to solve business problems including working capital.
- Explain the regulatory accounting environment and its impact for the accounting profession.
- Prepare financial statements, and provide advice on routine accounting issues from appropriate regulatory and/or governance perspectives.

**Business Report**

Assessment Type: Practice-based task
Indicative Time on Task: 20 hours
Due: Friday 6/1/2023
Weighting: 15%

During the session students are required to prepare a business report that analyses a company’s
On successful completion you will be able to:

- Identity and describe the role of accounting in organisational governance and stewardship, and in discharging accountability to stakeholders.
- Apply skills in processing accounting information and explain classifications and/or treatments to essential accounting processes and the use of accounting software.
- Analyse financial statements and integrate knowledge and skills to solve business problems including working capital.
- Prepare financial statements, and provide advice on routine accounting issues from appropriate regulatory and/or governance perspectives.

**MYOB Assignment**

Assessment Type: Quantitative analysis task
Indicative Time on Task: 15 hours
Due: **Sunday 15/01/2023**
Weighting: 10%

During the session students are required to undertake an accounting task using the MYOB accounting software

On successful completion you will be able to:

- Apply skills in processing accounting information and explain classifications and/or treatments to essential accounting processes and the use of accounting software.
- Analyse financial statements and integrate knowledge and skills to solve business problems including working capital.
- Prepare financial statements, and provide advice on routine accounting issues from appropriate regulatory and/or governance perspectives.

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1 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 Writing Centre 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

**Prescribed text:**


- Access to the textbook is essential for lecture references and for tutorial questions. All chapter references in the unit schedule refer to the prescribed textbook unless otherwise indicated.


- As an alternative to the recommended E-TEXT, the hard copy of the textbook can be purchased from both sources. Limited copies of the textbook are available at the University library.

**Recommended additional materials:**

- Solomon, L (2013) 'Corporate governance and accountability', Wiley, Chichester, United Kingdom. (CHAPTER 1 only).

**TECHNOLOGY USED AND REQUIRED**

- You must be familiar with the learning management system, iLearn;
- Leganto where access to the e-textbook and other recommended readings are available can be found in ACCG1001 iLearn website;
- You will need to conduct research and be familiar with Internet search engines and library database to source materials;
- You will be required to use the MYOB software to complete the MYOB tasks.

**UNIT WEB PAGE**

https://unitguides.mq.edu.au/unit_offerings/154688/unit_guide/print
Course materials will be made available on the learning management system (iLearn). It is essential that you regularly visit the unit’s web page. It is here that you will have access to the Unit Guide, announcements, supplementary reading materials, lecture and tutorial materials, and staff consultation hours.

The web page for this unit can be found at: http://ilearn.mq.edu.au. To access the web page, you need to enter your username and password. You should contact IT Helpdesk if you need any assistance at: https://students.mq.edu.au/support/technology/service-desk

Learning and Teaching Activities Classes

Classes for ACCG1001 in Session 3 2022 consist of a pre recorded online lecture and a tutorial. Attendance at both the lecture and your timetabled tutorial is required to achieve successful student outcomes.

The lectures will be uploaded on iLearn. Each session's lecture will provide an explanation of that session's learning concepts as well as practical explanations and examples to supplement the concept materials. Each session you are expected to read both the relevant textbook chapter(s) listed in the unit schedule and any supplementary materials specified on iLearn in addition to watching the pre-recorded lecture. Lecture slides, in pdf format, will be available on the ACCG1001 iLearn web page on a session basis.

The tutorial classes will be for a duration of 1.5 hours and commence in Session 2. Students will enrol in EITHER a face to face tutorial OR an online zoom tutorial. The tutorials will involve the tutor and the students working through pre-set tutorial questions as well as in-class tutorial activities. Students must register for a tutorial and attend their registered tutorial. Students are advised that any changes to tutorial classes must be made online through eStudent.

The purpose of tutorials (from Session 2 to 13) is to provide an interactive learning environment in which to apply and practice the content covered in lectures. You are expected to attend the lectures and attempt tutorial homework questions before attending your registered tutorial class. The suggested solutions to tutorial homework questions will be made available on the ACCG1001 iLearn web page at the end of each session.

### Unit Schedule

<table>
<thead>
<tr>
<th>Session</th>
<th>Date</th>
<th>Day</th>
<th>Lecture Content</th>
<th>Tutorial Content</th>
<th>Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>12/12/2022</td>
<td>Monday</td>
<td>Introductory Accounting and Governance</td>
<td>NO TUTORIAL THIS SESSION</td>
<td></td>
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<tr>
<td>2</td>
<td>14/12/2022</td>
<td>Wednesday</td>
<td>Accounting Regulation and Conceptual Framework</td>
<td>Introductory Accounting and Governance</td>
<td></td>
</tr>
<tr>
<td>Week</td>
<td>Date</td>
<td>Day</td>
<td>Topic</td>
<td>Sub-Topic</td>
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<td>--------------------------------------------</td>
<td>------------------------------------------------</td>
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</tr>
<tr>
<td>3</td>
<td>15/12/2022</td>
<td>Thursday</td>
<td>Internal Control and Cash Management</td>
<td>Accounting Regulation and Conceptual Framework</td>
<td></td>
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<tr>
<td>4</td>
<td>19/12/2022</td>
<td>Monday</td>
<td>Accounting for Receivables</td>
<td>Internal Control and Cash Management</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>21/12/2022</td>
<td>Wednesday</td>
<td>Accounting for Inventory 1</td>
<td>Accounting for Receivables</td>
<td></td>
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<tr>
<td>6</td>
<td>22/12/2022</td>
<td>Thursday</td>
<td>Accounting for Inventory II and GST Implications</td>
<td>Accounting for Inventory 1</td>
<td></td>
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<tr>
<td>7</td>
<td>4/1/2023</td>
<td>Wednesday</td>
<td>Class Test Revision</td>
<td>Accounting for Inventory II and GST Implications</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>5/01/2023</td>
<td>Thursday</td>
<td>Class Test (NO Lecture)</td>
<td>Business Report Preparation</td>
<td></td>
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<tr>
<td></td>
<td></td>
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<td></td>
<td>Quiz Due in Lecture THURSDAY 5/1/2023</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>Business Report Assignment Due FRIDAY 6/1/2023 11:55pm AEDT</td>
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<tr>
<td>9</td>
<td>9/01/2023</td>
<td>Monday</td>
<td>Accounting for Non Current Assets</td>
<td>Business Report Presentation</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>Business Report Presentation Due MONDAY 9/01/2023</td>
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<tr>
<td>10</td>
<td>11/01/2023</td>
<td>Wednesday</td>
<td>Accounting for Liabilities and Equity</td>
<td>Accounting for Non Current Assets</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>12/01/2023</td>
<td>Thursday</td>
<td>Financial Statement Analysis</td>
<td>Accounting for Liabilities and Equity</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>MYOB Assignment Due SUNDAY 15/01/2023 11:55 pm AEDT</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>16/01/2023</td>
<td>Monday</td>
<td>Accounting for Partnerships</td>
<td>Financial Statement Analysis</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>18/01/2023</td>
<td>Wednesday</td>
<td>Final Exam Revision</td>
<td>Accounting for Partnerships</td>
<td></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
• Assessment Procedure
• Complaints Resolution 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

**Academic Integrity**

At Macquarie, we believe academic integrity – honesty, respect, trust, responsibility, fairness and courage – is at the core of learning, teaching and research. We recognise that meeting the expectations required to complete your assessments can be challenging. So, we offer you a range of resources and services to help you reach your potential, including free online writing and maths support, academic skills development and wellbeing consultations.

**Student Support**

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

**The Writing Centre**

The Writing Centre provides resources to develop your English language proficiency, academic writing, and communication skills.

  • Workshops
  • Chat with a WriteWISE peer writing leader
  • Access StudyWISE
  • Upload an assignment to Studiosity
  • Complete the Academic Integrity Module

The Library provides online and face to face support to help you find and use relevant information resources.
Macquarie University offers a range of **Student Support Services** including:

- IT Support
- **Accessibility and disability support** with study
- Mental health **support**
- **Safety support** to respond to bullying, harassment, sexual harassment and sexual assault
- Social support including information about finances, tenancy and legal issues

**Student Enquiries**

Got a question? Ask us via **AskMQ**, or contact **Service Connect**.

**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.