



ACCG1001

Accounting and Governance

Session 3, In person-scheduled-weekday, North Ryde 2024

Department of Accounting and Corporate Governance

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General Information

Unit convenor and teaching staff

Unit Convenor, Lecturer

Allyson Cox

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Moderator

Carmel Emanuel

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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.

Assessment Tasks

Name	Weighting	Hurdle	Due
<u>Participatory Task</u>	25%	No	5% Quiz - 16/12/2024 , 10% Quiz - 23/12/2024.
<u>Business Report</u>	15%	No	2025-01-06
<u>MYOB Assignment</u>	10%	No	2025-01-12
<u>Final Examination</u>	50%	No	During University Examination Period

Participatory Task

Assessment Type ¹: Participatory task

Indicative Time on Task ²: 24 hours

Due: **5% Quiz - 16/12/2024 , 10% Quiz - 23/12/2024.**

Weighting: **25%**

This assessment task requires students to actively participate in a range of activities during tutorials. The purpose of this assessment is for students to show, with evidence, that you are working progressively and continuously throughout the session, to achieve the unit's learning outcomes. Participatory tasks may include all or any of the following: contribution to tutorial discussions, class tests, short in-tutorial quizzes, in-class presentations, and the completion of various in-class activities, both individual and in groups, requiring submission at the completion of tutorials. Participatory tasks start in Week 3 and end in Week 12.

On successful completion you will be able to:

- Identify 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 ¹: Practice-based task

Indicative Time on Task ²: 20 hours

Due: **2025-01-06**

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:

- Identify 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: **2025-01-12**

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: 35 hours

Due: **During University Examination Period**

Weighting: **50%**

A two-hour examination will be held during the University Examination period.

On successful completion you will be able to:

- Identify 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

Delivery and Resources

PRESCRIBED TEXTBOOK:

Carlton, S., McAlpine-Mladenovic, R., Palm, C., Mitrione, L., Kirk, N. and Wong, L.(2022) 'Accounting: Reporting, Analysis and Decision Making (7th edition)', Wiley, QLD, Australia.

- 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.
- There are various options available to access/purchase the textbook. Please refer to iLearn for more information on these options.

Recommended additional materials:

- Solomon, L (2013) 'Corporate governance and accountability', Wiley, Chichester, United Kingdom. **(CHAPTER 1 only).**
- Hoggett, J. Edwards, L. Medlin, J. Chalmers, K. Hellmann, A., Beattie, C., Maxfield, J. (2015) 'Accounting' Wiley, QLD, Australia. **(CHAPTER 15 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

- 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, password and second factor authentication. You should contact IT Helpdesk if you need any assistance at: <https://students.mq.edu>

[u.au/support/technology/service-desk](https://unitguides.mq.edu.au/support/technology/service-desk)

LEARNING AND TEACHING ACTIVITIES:

Classes for ACCG1001 in Session 3 2024 comprise of (1) session **face-to-face on campus lectures** and (1) session **face-to-face on campus tutorials and/or online zoom tutorials**.

Unit Schedule

ACCG1001 - 2024.3			
Session	Date	Topic -Lectures	Topic - Tutorials
1	9/12/2024	Introduction to Accounting and Governance	No tutorial Session 1- Tutorials commence Session 2
2	11/12/2024	Accounting Regulation and Conceptual Framework	Introduction to Accounting and Governance
3	13/12/2024	Internal Control and Cash Management	Accounting Regulation and Conceptual Framework
4	16/12/2024	Accounting for Receivables	Internal Control and Cash Management 5% Class test Due
5	18/12/2024	Accounting for Inventory 1	Accounting for Receivables
6	20/12/2024	Accounting for Inventory 2 and GST implications	Accounting for Inventory 1
7	23/12/2024	Class Test	Accounting for Inventory 2 and GST implications
8	6/01/2025	Accounting for Non Current Assets	Business Report Preparation. Business Report Due
9	8/01/2025	Open Lecture - TBA	Accounting for Non Current Assets
10	10/01/2025	Accounting for Liabilities and Equity	MYOB Report Preparation . MYOB Report Due
11	14/01/2025	Financial Statement Analysis	Accounting for Liabilities and Equity
12	15/01/2025	Accounting for Partnerships	Financial Statement Analysis
13	17/01/2025	Revision	Accounting for Partnerships

Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central \(https://policies.mq.edu.au\)](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) (<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) (<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 connect.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.

- [Subject and Research Guides](#)
- [Ask a Librarian](#)

Student Services and Support

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 Advocacy](#) provides independent advice on MQ policies, procedures, and processes

Student Enquiries

Got a question? Ask us via the [Service Connect Portal](#), 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/.

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.

Unit information based on version 2024.03 of the [Handbook](#)