



ACCG100

Accounting in Society

S1 Day 2019

Dept of Accounting & Corporate Governance

Contents

<u>General Information</u>	2
<u>Learning Outcomes</u>	2
<u>General Assessment Information</u>	3
<u>Assessment Tasks</u>	3
<u>Delivery and Resources</u>	6
<u>Unit Schedule</u>	7
<u>Policies and Procedures</u>	8
<u>Graduate Capabilities</u>	9
<u>Program Learning Outcomes</u>	11

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 Convenor and Lecturer

Lu Jiao

lu.jiao@mq.edu.au

Contact via accg100@mq.edu.au

4ER 353

Please see iLearn for consultation hours.

Credit points

3

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. The unit develops graduate capabilities centred upon discipline specific knowledge and professional judgment, and their application to problem solving, with one particular learning outcome being the demonstration of 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:

Define and 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.

Examine the traditional aspects of accounting for business decision-making.

Communicate effectively in written and spoken form.

General Assessment Information

Assessment Tasks

Name	Weighting	Hurdle	Due
<u>Assessed Coursework</u>	15%	No	Ongoing (Weeks 2 - 13)
<u>Case Study</u>	15%	No	Friday of Week 7
<u>Class Test</u>	15%	No	Week 9
<u>Final Examination</u>	55%	No	University Examination Period

Assessed Coursework

Due: **Ongoing (Weeks 2 - 13)**

Weighting: **15%**

Task Description:

The assessed coursework weighs 15% of your overall grade and includes two components: weekly homework (5%) and an interactive assignment (10%).

1. Weekly homework (5%)

Independent work on the homework questions is fundamental to satisfy the learning objectives of this unit. During the session, your homework will be randomly collected THREE times in your registered tutorial. The best two of the three collected homework will count 2.5% each (5% in total). Advance notice will NOT be given as the collections will be random.

2. Interactive assignment (10%)

You are required to undertake an interactive assignment in Excel guided by your tutor in your registered tutorial. The interactive assignment is progressive in nature. Your tutor will mark your assignment twice - first in Week 8 and second in Week 12. Detailed information about the interactive assignment will be provided on iLearn in Week 3.

Type of Collaboration: Individual assessment Submission:

Weekly homework - Your homework will be randomly collected three times during the session. Each homework (**hard copies only**) has to be submitted to your tutor during the class time in your registered tutorial.

Interactive assignment - The assignment is due for marking in Weeks 8 and 12 in your registered tutorial.

Please note that, for both weekly homework and the interactive assignment, your work must be submitted by you and not by an agent. If you do not attend a tutorial and that week's work is collected/due, marks for that week's work will be forfeited.

Format: Please refer to the task descriptions. **Length:** Lengths of these assessment tasks may vary depending on individuals. **Inherent Task Requirements:**

Weekly homework - You are not expected to always have the right answers for your work but you are expected to make a bona fide attempt at the assigned homework questions before each tutorial. The first homework collection is diagnostic in nature and students are required to demonstrate their ability to discuss, explain and analyse specific features of contemporary accounting learnt in the early weeks of the session.

Interactive assignment - You are required to complete the stipulated tasks of this assignment on a weekly basis based on the instructions provided in iLearn. Guidance from your tutor in your registered tutorial is available.

Detailed marking rubrics for weekly homework will be released on iLearn in Week 1, and the detailed marking rubrics for the interactive assignment will be provided on iLearn in Week 3.

Late Submission:

Weekly homework - No extensions will be granted. Students who fail to submit the work during class time in the registered tutorial will be awarded a mark of ZERO for the submission missed, unless Special Consideration is applied for and approved.

Interactive assignment - No extensions will be granted. Students who fail to submit the assignment for marking (in Weeks 8 and 12 in registered tutorials) will be awarded a mark of ZERO, except for cases in which an application for Special Consideration is applied for and approved.

On successful completion you will be able to:

- Define and 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.

Case Study

Due: **Friday of Week 7**

Weighting: **15%**

Task Description:

You are required to complete a case study, worth 15% of your overall grade. The case study is an essay that requires you to discuss ethical issues in business. Your essay will be marked on the basis of the marking rubrics, which will be provided on iLearn in Week 2.

Type of Collaboration: Individual assessment **Submission:** Submissions for the essay must be made through Turnitin on iLearn by 5pm on Friday 12 April 2019 (Week 7). Detailed submission instructions will be provided in the case study information pack, which will be available on iLearn in Week 2. Submission guidelines using Turnitin can be accessed from

http://mq.edu.au/iLearn/student_info/assignments.htm#turnitin. **Format:** Written essay **Length:**

The length of this assessment may vary depending on individuals. **Inherent Task**

Requirements: You are required to use materials outside the assigned text. Detailed information about the assignment will be available on iLearn in Week 2. **Late Submission:** No extensions will be granted. There will be a deduction of 10% of the marks made from the total awarded marks for each 24 hour period or part thereof that the submission is late (for example, 25 hours late in submission will attract 20% penalty). This penalty does not apply for cases in which an application for Special Consideration is made and approved.

On successful completion you will be able to:

- Define and 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.
- Examine the traditional aspects of accounting for business decision-making.
- Communicate effectively in written and spoken form.

Class Test

Due: **Week 9**

Weighting: **15%**

Task Description:

You are required to sit a class test in your registered tutorial in Week 9. The class test is worth 15% of your overall grade. The purpose of the class test is to provide you with timely feedback on your learning of the 'Financial Accounting for Business' topics (i.e. material taught in Week 3 to Week 8).

Type of Collaboration: Individual assessment **Submission:** The class test will be held in Week 9. You **MUST** attend your registered tutorial to take the test. **Format:** The class test requires the appropriate applications of knowledge and skills taught, and may include multiple choices, short answer, discussion, and practical questions. **Length:** The duration and details of the test will be advised the week prior to the test. **Inherent Task Requirements:** The test will be conducted under examination conditions and to the examination standards. **Late Submission:** No extensions will be granted. Students who have not attempted the class test will be awarded a mark of ZERO for the test, except for cases in which an application for Special Consideration is made and approved, in which case, students will be given a supplementary test.

On successful completion you will be able to:

- Define and 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.
- Communicate effectively in written and spoken form.

Final Examination

Due: **University Examination Period**

Weighting: **55%**

Task Description:

The final exam is worth 55% of your overall grade. Information and revision for the final exam will be provided closer to the examination date.

The purpose of the final examination is to provide assurance that: (i) learning acquired in this unit belongs to the student; and (ii) student has attained the knowledge and skills tested in the exam.

Type of Collaboration: Individual assessment **Submission:** The final exam is to be held during the University Examination Period. **Format:** The final examination requires the appropriate applications of knowledge and skills to various types of questions, which may include multiple choice, short answer, discussion, case based and practical questions. **Length:** The final exam will be of a 2-hour length. **Inherent Task Requirements:** The final exam will be conducted under the final examination conditions. **Late Submission:**

Students who do not sit the final examination on the scheduled date and time specified in the University examination timetable will be awarded a mark of zero (0) for the final examination, except for cases in which a Special Consideration Notification is made and approved.

If a Supplementary Examination is granted as a result of the Special Consideration process, this examination will be scheduled as per the Supplementary Examination timetable of the Faculty (see Supplementary Examination Timetable of the Faculty). The Supplementary Examination will be of a similar format to the final examination. A student may withdraw their Special Consideration Notification up to the point where the determination of whether it is Serious and Unavoidable has been made. After this determination, the student may not withdraw the Special Consideration Notification and must submit themselves to partake in the Supplementary Examination.

Students are advised to familiarise themselves with the University's Special Consideration Policy available at <https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policies/special-consideration>.

On successful completion you will be able to:

- Define and 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.
- Examine the traditional aspects of accounting for business decision-making.
- Communicate effectively in written and spoken form.

Delivery and Resources

Required Text:

Carlton, S., McAlpine-Mladenovic, R., Lee, C., Mitrione, L., Kirk, N. and Wong, L. (2019) 'Financial Accounting: Reporting, Analysis and Decision Making', 6th Edition, Wiley, QLD, Australia.

Students can purchase this text either at the Co-op Bookshop, Macquarie University, or online at <http://wileydirect.com.au>. This text is available in both hard copy and E-Text formats.

Unit Web Page:	ACCG100 iLearn page
Technology Used and Required:	iLearn and Microsoft Excel
Delivery Format and Other Details:	Face to face lectures and tutorials
Recommended Readings:	<ul style="list-style-type: none"> • Chwastiak, M. and Young, J. (2003) "Silences in Annual Reports." <i>Critical Perspectives on Accounting</i>, vol.14, no.5, pp.533-552. • Hines, R. (1988) "Financial accounting: in communicating reality, we construct reality." <i>Accounting, Organizations and Society</i>, vol.13, no.3, pp.251-261. • International Accounting Education Standards Board (IAESB) @ http://www.iaesb.org/ • United Nations Global Compact @ https://www.unglobalcompact.org/
Other Course Materials:	Other required materials will be available to students throughout the session via iLearn.

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 address any deficiencies in their understanding of the course materials through independent research and inquiry and through consultations with peers and instructors when appropriate.

Unit Schedule

Week	Topic
1	Accounting, accountability and society Accounting for organisations Careers in accounting
2	Ethics: What is it and why it is important? Role of ethics in accounting Code of ethics for professional accountants
3	Financial accounting for business: accounting cycle and double-entry accounting (including accounting assumptions)
4	Financial accounting for business: recording transactions
5	Financial accounting for business: adjusting entries
6	Financial accounting for business: closing entries
7	Financial accounting for business: preparing and interpreting financial statements - 1

	Mid-Session Break: 15 April – 26 April 2019
8	Financial accounting for business: preparing and interpreting financial statements - 2
9	Management accounting: introduction and budgeting
10	Management accounting: cost volume profit analysis
11	Sustainability: What it is and why it is important? Role of accountants Disclosure and reporting requirements
12	Professional communication in business
13	Revision
	Final Examination Period: 11 June – 28 June 2019

Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central \(https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central\)](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central). 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](#) (**Note:** *The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.*)

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

If you would like to see all the policies relevant to Learning and Teaching visit [Policy Central \(https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central\)](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/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/study/getting-started/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 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>

If you are a Global MBA student contact globalmba.support@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/.

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

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

- Define and 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.
- Communicate effectively in written and spoken form.

Assessment tasks

- Assessed Coursework
- Case Study
- 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

- Define and 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.
- Examine the traditional aspects of accounting for business decision-making.
- Communicate effectively in written and spoken form.

Assessment tasks

- Assessed Coursework
- Case Study
- Class Test

- Final Examination

Problem Solving and Research Capability

Our graduates should be capable of researching; of analysing, and interpreting and assessing data and information in various forms; of drawing connections across fields of knowledge; and they should be able to relate their knowledge to complex situations at work or in the world, in order to diagnose and solve problems. We want them to have the confidence to take the initiative in doing so, within an awareness of their own limitations.

This graduate capability is supported by:

Learning outcomes

- Develop competences in key technical aspects in accounting practice.
- Examine the traditional aspects of accounting for business decision-making.

Assessment tasks

- Assessed Coursework
- Case Study
- Class Test
- Final Examination

Effective Communication

We want to develop in our students the ability to communicate and convey their views in forms effective with different audiences. We want our graduates to take with them the capability to read, listen, question, gather and evaluate information resources in a variety of formats, assess, write clearly, speak effectively, and to use visual communication and communication technologies as appropriate.

This graduate capability is supported by:

Learning outcomes

- Examine the traditional aspects of accounting for business decision-making.
- Communicate effectively in written and spoken form.

Assessment task

- Case Study

Program Learning Outcomes

This unit supports the development of program learning outcomes (PLO) for degree(s) delivered by the Faculty of Business and Economics. PLOs describe the educational outcomes of a degree and what you should be able to know, understand and do by the end of your degree.

Unit learning outcomes 1, 4 & 5 and the Case Study assessment contribute to the following

PLOs:

PLO2 **Critical Thinking**

PLO4.1d **Communication**

PLO4.2 **Global Citizens**