Subject details

Description
Accounting IA is an introduction to the processes of financial accounting. It is concerned with:

(a) money, records of money, calculations of income and wealth;
(b) the information that can be provided by an accounting system as a basis for decision making; and
(c) the techniques of processing such information.

Students are not assumed to have previously engaged in any formal accounting study.

Objectives
The overall objective of this subject is to provide students with learning experiences which will enable them to appreciate the accounting dimensions of a market economy. In particular, after successfully completing this subject students will be able to:

(a) appreciate the role of accounting information in decision making.
(b) use basic accounting concepts and techniques to analyse, record, process and present accounting information.
(c) analyse basic accounting issues and communicate ideas effectively to others both orally and in writing.
(d) use computer accounting package MYOB to record basic accounting transactions.
(e) appreciate the role of ethics in business decision making.
(f) use accounting information to assess profitability and financial strength of business organisations.
Method of delivery
Each student is required to attend two one-hour lectures. Lectures are presented as follows:

Tuesday  12.30-13.30  40.Hope
Wednesday  16.30-17.30  67.107

In addition students are required to attend a one-hour tutorial, workshop and computer lab each week.

Tutorials

Preparation and participation - Tutorials are arranged to assist students with their own work. Attendance at tutorials is compulsory. The questions listed in the program are those to be prepared for each week’s tutorial. Students must complete all the questions set down for the tutorial and be prepared to contribute to the discussion in classes.

Tutorials commence in the second week of session from Monday 26th July. Each student is required to attend one-hour tutorial class each week. All students must enrol in the available classes prior to the beginning of the session through the Faculty of Commerce tutorial enrolment system and attend their allotted tutorial. No changes to tutorial enrolments will be accepted after week two of session. Requests for tutorial changes must be made before this time to the subject coordinator, Lee Moerman and be accompanied by proof of need for the change. No changes to tutorial enrolments can be given by the tutors themselves.

To meet the course requirements, a student must attend a minimum of 90% of tutorials. Attendance constitutes being present and having adequately prepared the set work. Students may be required to submit their tutorial work.

Workshops

Workshops are designed to help students master the technical aspects of accounting. At each workshop students work selected problems under the guidance and individual help from a member of the staff. Each student is expected to attend one-hour workshop each week, commencing in the second week of session. Students are not expected to have prepared answers to the question before class.

Computer Assignments

Computer assignments to be worked are listed in the program (see pages 13-14). Students are expected to complete these assignments during their allocated computer lab times. For this purpose, each student is required to attend one-hour computer laboratory session each week. Completed assignments will be assessed in class.

All students must enrol in the available computer lab sessions at the beginning of the academic session.
WebCT
There is a WebCT site for this subject. WebCT is accessed via http://www.uow.edu.au/student/lol/ Subject announcements will be made via SMP and students are requested to access their SOLS mail for updates.

Study time
As a general rule, each credit point per subject has a value of 2 hours study per week including attendance at lectures, tutorial and workshops. Therefore, on average, a minimum of 12 hours study per week should be devoted to this subject.

Major text

These major texts are used throughout the session and are available for purchase through the university bookshop.

E-reading
Available through the University of Wollongong Library website or WebCT.

Recommended Supplementary Readings
Horngren & Taylor, Accounting Study Guide CD Rom, 4th edition Pearson Australia

References can be obtained by contacting the University of Wollongong Library.
Contacts

Subject Coordinator

Lee Moerman
School of Accounting and Finance
Building No 40, Room No 333
Telephone 61 2 4221 5575
Facsimile 61 2 4221 4297
Email Lee_Moerman@uow.edu.au

Teaching Staff

<table>
<thead>
<tr>
<th>Teaching Staff</th>
<th>Extension</th>
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<th>Fax</th>
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<tr>
<td>Lee Moerman</td>
<td>40.333</td>
<td>4221 5575</td>
<td></td>
</tr>
<tr>
<td>Parulian Silaen</td>
<td>19.1028</td>
<td>4221 5301</td>
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Consultation times
Consultation times will be posted the School of Accounting and Finance Notice Board at the beginning of session.

Student administration

Telephone 61 2 4221 3927
Facsimile 61 2 4221 4322
Email studenq@uow.edu.au
Student OnLine Services http://www.uow.edu.au/student/sols

Library

Telephone 61 2 4221 3548
Web http://www-library.uow.edu.au

Purchasing of books (Unishop)

Telephone 61 2 4221 8050
Facsimile 61 2 4221 8055
Email unishop@uow.edu.au
Web http://unishop.uow.edu.au/
Assessment Guidelines

General Criteria

Students who do not meet ALL of the following course requirements will be deemed to have failed Accounting IA.

i) Prepared and participated in 90% of tutorials.
ii) Sat the final examination and achieved a mark of at least 50%.
iii) Submitted the set essay in accordance with the directions in this subject program.
iv) Completed the computer assignment questions and attended 90% of the computer labs.
v) Completed the Practice Set exercise.
v) Participated at workshops.

These requirements represent an irreducible minimum for the successful completion of Accounting IA.

Performance grades

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<tr>
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<td>D</td>
<td>Distinction</td>
<td>75–84%</td>
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<tr>
<td>C</td>
<td>Credit</td>
<td>65–74%</td>
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<td>P</td>
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<td>F</td>
<td>Fail (unsatisfactory completion)</td>
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Summary

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<th>Weighting</th>
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<th>Return date</th>
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<tr>
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<td>13/09/2004**</td>
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<tr>
<td>Task 2</td>
<td>10%</td>
<td>04/10/2004*</td>
<td>18/10/2004**</td>
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NOTE: Late penalty for submission accrues from the due date.

Special Consideration
University policy requires students who, through serious illness or other circumstances beyonc	heir control, are unable to attend an examination or meet any of the other course requirements, to
submit medical or other documented evidence as soon as possible after the event to support their
request for special consideration.

The evidence should be submitted to Student Inquiries Office. Students should make their request

Supplementary examinations
Students should note that supplementary examinations are not an automatic entitlement on the
submission of a request for special consideration. In cases where the decision is made to allow a
supplementary examination, students will usually be required to take the examination at a date to be
determined by the School within three weeks of the end of the formal examination period. Students
will be notified of the exam at least seven days beforehand. It is every student’s responsibility that
the University has a correct record of your current address.

Full details of the University’s policy regarding special consideration are available on the web at
http://www.uow.edu.au/handbook/courserules/specialconsideration.html students should familiarise
themselves with these policies.

Disability Policy
If a student with a disability requires reasonable accommodation in this subject, they are strongly
advised to discuss the issues early in the session with one of the following people: the Disability
Liaison Officer, Faculty Disability Adviser and/or the Subject Co-ordinator. Students with a disability
should also register with the University of Wollongong Disabilities Unit. More details can be found

Non Discriminatory Language
As part of its Equal Opportunity/Affirmative Action initiatives, the University of Wollongong endorses
a policy of non-discriminatory language practice and presentation in all academic and
administrative activities of the University. The policy is available at
http://staff.uow.edu.au/eeo/nondiscrimlanguage.html

Receipt of Assessment Tasks
It is your responsibility to ensure that you have a receipt signed by your lecturer/tutor.
Assessment Tasks

Task 1: Essay

Due date: Week 7 (submitted in assigned tutorial week beg. 30th August 2004)
Return date: Week 9 (in assigned tutorial class)
Weighting: 15%
Length: 1,000 words

Objectives:

a) Identify accounting principles and issues relating to their implementation in an accounting context.
b) To analyse and synthesise material from various sources and,
c) Present their findings in a structured writing form.

There is an essay writing guide titled Undergraduate “Accounting Essays” available through WebCT.

Assessment Details

The following assignment requires students to use the following readings,


The assignment requires the use of these readings, however students may need to access other sources of information to address the requirements.
Students are required to provide, in essay format, their response to the following three requirements relating to the above readings.

(a) Identify two accounting principles in the article, Hines (1988) that have been discussed in Horngren et al (2004) Compare Hines (1988) description with that of the text, citing examples to demonstrate your understanding. What are the stated reasons for each principle and how do they relate to “relevance, reliability and comparability (Horngren et al, 2004, p.9)?

(40%)

(b) Following your response given in (a), identify issues raised or problems identified in the article that present a different perspective from that given in the text. What are the implications and limitations for the practice of accounting?

(30%)

(c) Compare and contrast the writing style of the two readings. Focus on the differing use of language, author perspective, narration and use of footnotes. Explain the impact of these two styles on the reader.

(30%)

To assist students there will be two workshop sessions in the assigned workshop times (Weeks 2 & 5) that will concentrate on this assessment task. Students are required to bring a copy of the article (available as an ereading) and their text, Horngren et al (2004), to these workshops.

Presentation
Submit one copy to your tutor during your assigned tutorial class in the week beginning the due date. Late submission without prior arrangement with the subject coordinator are penalised from Monday 30th August 2004. Retain a copy of the essay for your records.

The following are required,

1. A response to the three identified tasks in 1,000 words (+/- 10%)
2. Faculty of Commerce Cover Sheet signed and attached.
3. 12pt, double spaced word processed with 3cm margins
4. Write a synopsis that summarises your response to parts (a), (b) & (c) (100words).
5. Include a brief introduction and a conclusion. Headings are appropriate and are encouraged
6. Referencing according to the style in the academic journal Accounting, Organizations and Society.

Assessment Criteria
The essay will be assessed according to the following criteria;

a) Structure and presentation guidelines.

b) Content - provided a response that addresses the requirements specified in “Assessment Details”. Logic and coherence of your argument.

f) Referencing according to the style in the academic journal Accounting, Organizations and Society.
Task 2: Practice Set

Due date: Week 11 (week beginning 4th October 2004, submitted in assigned tutorial class)
Return date: Week 13 (in assigned tutorial)
Weighting: 10%
Length: N/A

Assessment Details

The practice set enables students to work through the full accounting cycle from identifying and classifying transactions, journalising, posting and the production of financial statements. This assessment is an individual task. Students are required to submit the completed practice set, Barry’s Nursery. Note: photocopies will not be accepted.

The workshop in Week 9 is scheduled to provide assistance to students with their practice set. Students should bring their practice set to this workshop.

Assessment Criteria/Marking Guidelines

Submit the completed practice set to your tutor during your assigned tutorial class in the week beginning the due date. Late submission without prior arrangement with the subject coordinator are penalised from Tuesday 5th October 2004. Retain a copy of the practice set for your records. Marks will be allocated for demonstrating an understanding of accounting process, the completion of each task and also the consistency of the data throughout the cycle.
Task 3: Computer Lab Exercises

Due date: Weekly (in computer lab)
Return date: Weekly (in computer lab)
Weighting: 5%
Length: N/A

Assessment details

Each week students are required to attend a one-hour computer lab and complete the computer exercises listing in the Subject Outline teaching schedule on pp.13-14. The exercises will be assessed during the class time.

Assessment Criteria/Marking Guidelines

Completion of the assigned computer lab exercises in the allocated computer lab class time.

Task 4: Examination

Date: University examination period
Weighting: 70%
Length: 3 hours 15 minutes

Examination details

All subject material covered in lectures, tutorials, workshops and computer labs and the relevant chapters of the prescribed text are examinable in the final examination.
Submission Requirements

Submission

*Place of Submission:* In allocated class time

*Post:* Submission by mail must be post-dated on or before the due date and it is the student’s responsibility to ensure that submissions by mail are received

*Facsimile:* No facsimile assignments will be accepted

*Email:* No emailed assignments will be accepted

*Assignment cover:* You must complete and attach a Faculty of Commerce Cover Sheet to the front of your assignment (available at the following web address: [http://www.uow.edu.au/commerce/pdf/assignmentcoversheet.pdf](http://www.uow.edu.au/commerce/pdf/assignmentcoversheet.pdf) for link under “Assessment” on WebCT

*Collection:* in tutorial time

Acknowledgment/Plagiarism

Plagiarism is not acceptable and may result in the imposition of severe penalties. The University provides clear guidelines on its attitude towards plagiarism and how to avoid unintentional plagiarism in the Postgraduate University Calendar, located on the web at [http://www.uow.edu.au/handbook/courserules/plagiarism.html](http://www.uow.edu.au/handbook/courserules/plagiarism.html)

Students are advised to read these carefully. If any doubts remain as to what constitutes plagiarism, students should discuss the matter with the subject co-ordinator

Extensions

Extensions may be granted if circumstances beyond the control of the student interfere with their ability to complete the task on time. These will only be granted by the subject co-ordinator and must be applied for before the due date.

*Please Note:* Extensions will not be granted after the due date.

Late submission

Late submission of any of the components, if accepted, will delay your feedback and incur a penalty of 10% of the available mark per day from the due date. Note: the due dates occur on a Monday and the penalty will be calculated from that day regardless of the day of your tutorial

Disclaimer
## SUBJECT PROGRAM - SPRING 2004

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# ACCOUNTING FRAMEWORK AND COMPLEX EQUITY STRUCTURES

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