Subject Outline

ACCY901 Accounting for Managers
ACCY380 Accounting for Information Technology

Wollongong Campus

6 Credit Points
Spring Session 2004

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School of Accounting and Finance
Subject Details

Description
This subject provides an introduction to the economic and regulatory framework of accounting, transactions and elements of financial reports, accrual accounting and designing financial reports. It also provides an introduction to external financial reporting and the analysis and interpretation of financial reports; internal financial reports including costs and managerial analysis, CVP relationships, and cost accounting techniques; budgeting, controls, variances, capital expenditure and the time value of money; and project evaluation.

Objectives
On successful completion of this subject, you will be able to:

* identify and explain the scope and limitations of accounting techniques
* perform double entry bookkeeping
* produce financial reports
* interpret accounting reports
* identify and analyse costs for particular decisions
* formulate a budget and evaluate subsequent performance
* apply the techniques involved in financial management

Method of delivery
The subject is delivered in a combination of lectures, tutorials and web-based material, together with a hard copy textbook and study guide.

WebCT
ACCY901 has an online website based on a WebCT platform. On this site you will find such items as downloadable lecture slides, tutorial solutions, assignment information and class notices.

WebCT can be accessed by students by going to the website: [http://www.uow.edu.au/student/lo](http://www.uow.edu.au/student/lo)
Study time

This is a rigorous and substantive subject, and as it progresses, concepts covered in earlier material are assumed knowledge for later more difficult and more complex decisions. As ACCY901 is a 6 credit point subject, students are expected to devote a minimum of 12 hours per week to this subject. This means that, in addition to the 3 hours of class time, an extra 9 hours of personal time per week should be allocated to the subject.

Lecture/tutorial times

Lectures: Wednesdays 16:30 – 18:30 Location: 20.4

Prescribed texts


NOTE: These texts are available for purchase from the UniCentre Bookshop as a single package.

Additional study materials are available at:

Further Recommended Reading


Institute of Chartered Accountants in Australia: http://www.icaa.org.au/
International Accounting Standards Board: http://www.iasc.org.uk/cmt/0001.asp
Contacts

Subject Coordinator and Lecturer
Dr Anne Abraham
School of Accounting and Finance
Building No 40, Room No 320
Telephone 61 2 4221 3738
Facsimile 61 2 4221 4297
Email anne_abraham@uow.edu.au

Consultation times
Mondays: 16:30 – 18:30 and Wednesdays: 14:30 – 16:30
If you wish to consult outside these times, please make an appointment in advance at a time of mutual convenience.

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
Assessment Guidelines

General Criteria

There will be 3 assessment tasks: a midsession test, a major assignment and a final examination. Details are given in the table below. Please note that marks may be scaled.

Any student failing to meet the following compulsory requirements will fail regardless of performance in other assessable components of the subject.


b. Satisfactory achievement in the final examination.

(Note: satisfactory is normally interpreted as a mark of 45%)

Attendance at lectures and tutorials is a compulsory component of this subject. Tutorial attendance will be randomly ascertained throughout the term.

Good tutorial preparation and participation is necessary for anyone seeking special consideration. Special consideration will not be granted to students who do not prepare for, attend and participate in tutorials. Preparation and participation will be considered in those cases where students are on the borderline between two grades.

Performance grades

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>HD</td>
<td>High Distinction</td>
<td>85–100%</td>
</tr>
<tr>
<td>D</td>
<td>Distinction</td>
<td>75–84%</td>
</tr>
<tr>
<td>C</td>
<td>Credit</td>
<td>65–74%</td>
</tr>
<tr>
<td>P</td>
<td>Pass</td>
<td>50–64%</td>
</tr>
<tr>
<td>F</td>
<td>Fail (unsatisfactory completion)</td>
<td>0–49%</td>
</tr>
</tbody>
</table>

Summary

<table>
<thead>
<tr>
<th>Task</th>
<th>Weighting</th>
<th>Due Date</th>
<th>Return Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 1: Mid-session Test</td>
<td>20%</td>
<td>6 Sep 2004</td>
<td>NA</td>
</tr>
<tr>
<td>Task 2: Major assignment</td>
<td>20%</td>
<td>22 Sep 2004</td>
<td>Week</td>
</tr>
<tr>
<td>Exam</td>
<td>60%</td>
<td>To be notified by the University</td>
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</table>

Special Consideration
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 online using SOLS http://www.uow.edu.au/student/.

**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.

**No supplementary examinations will be granted where a student has sat for the full exam.** Those who leave the examination early due to illness will have their request for a supplementary exam considered on a case by case basis.

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 Coordinator. Students with a disability should also register with the University of Wollongong Disabilities Unit. More details can be found on the web at http://www.uow.edu.au/student/services/ds/

**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, acknowledging submission of written work.
Assessment Tasks

Task 1: Mid-session Test

Due date: 1.30 pm on 6 September 2004 in 67.102
Return date: Marks will released on SOLS within one week.
Weighting: 20%
Coverage: Chapters 1-14

Assignment details

Multiple choice questions

Task 2: Major Assignment

Due date: 4 pm on 22 September 2004
Return date: In tutorials in Week 13
Weighting: 20%
Group size: 2-3 students per group
Length: 3000 words

Assignment details

This is a group assignment. You are to self-select your groups, and they must consist of 2 or 3 students. Please note, if you hand in an individual assignment, you will receive a mark of zero.

You are to obtain the most recent annual reports for a publicly listed company (2004). These annual reports are available from the Commerce Resource Room, the Library databases, or from the web as many companies publish their accounts there. You are to prepare a report on the following:

1. Annual Report Information (8marks)
   a. The full name of the Company
   b. The registered address of the Company
   c. The names and qualification of the Directors
   d. The name of the Auditor
   e. The type of business the company or group engages in
h. The Income Tax Payable (if any)

i. The nature, basis of valuation and amounts of inventories (if any)

j. The nature, basis of valuation, amount and depreciation of Property, Plant &
   Equipment (if any)

k. The amount of any long-term borrowings by the company (if any)

l. The amount of authorised share capital and its value

m. The amount of issued capital and the amount paid up on it

n. The amount of dividend per share declared for the year and whether or not they
   were fully franked

o. State whether the Company has complied with relevant accounting
   requirements and indicate clearly where you gained this information

p. The company's stock exchange code

2. Stock Exchange Information (2.5 marks)
   Track the Company's share price over a one-week period - give dates and
   amounts

3. Research Information (7.5 marks)
   Find three of the most recent articles from the financial press about the
   company and, in your own words, state what you think the articles are saying
   and what you think the impact of the news will be on the company. Recent
   means within the last six months. Note that where we are asking for your
   opinion, this opinion should be backed by research (and not just your random
   thoughts)

4. Referencing Information (2 marks)
   a. Include a copy of the financial statements and copies of the press articles with
      your assignment.
   b. Also include these and all other research in a properly constituted list of
      references

Assessment Criteria/Marking Guidelines
See Mark Sheet on WebCT

Task 3: Examination
Date: University examination period
Weighting: 55%
Length: 3 hours 15 minutes
Coverage: Work from entire session
Submission Requirements

Submission

Place of Submission: In locked box outside Room 40.130 by 4 pm on 22 September.

Delivery: Posted assignments must be RECEIVED by the due submission time. No faxed or emailed assignments will be accepted.

Assignment cover: You must complete and attach a School of Accounting and Finance Assessment Cover Sheet to the front of your assignment (available at the following web address: http://www.uow.edu.au/commerce/forms.html).

Marking sheet: You must attach a copy of the Assignment Marking Sheet underneath the Cover Sheet. You can download a copy from the ACCY901 WebCT site.

Collection: In tutorials in Week 13.

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.

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.

Format

1. Assignments must be typed, 1.5 spaced, on one side of the paper only.
2. You must ensure that you have the capacity to provide a duplicate, should this be requested. Problems with computers, printers, software, lost disks, etc, will NOT be accepted as excuses for late submission or inability to reproduce on short notice a second copy (if required). Always make a backup of your disks as you work.
3. Pages are to be consecutively numbered.
4. You must attach a completed (and signed) assignment Cover Sheet.
5. You must attach the appropriate Marking Sheet immediately after the coversheet.
6. There must be a margin of 30mm (3 cm) on all sides.
7. Referencing must be in an acceptable academic format.
8. Do not plagiarise. Plagiarism is the unacknowledged work of another person. Plagiarism will result in zero marks plus the need for resubmission and could result in expulsion.
Due Date

The due date is the last date for the University to receive an assignment.

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

Loss of 10% of possible marks for each day (or part thereof) after the due time & date.

Disclaimer

The School attempts to ensure that the information herein is up to date at the time of production, however we reserve the right to amend without notice in response to changing circumstances.
<table>
<thead>
<tr>
<th>Wk</th>
<th>Lect Date</th>
<th>Topic</th>
<th>Text Chaps</th>
<th>Tutorial Questions</th>
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<tr>
<td>1</td>
<td>21/7</td>
<td>Decision making and the role of accounting; financial reports for decision making</td>
<td>1,2</td>
<td>No tutorials this week</td>
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<tr>
<td>2</td>
<td>28/7</td>
<td>Recording transactions; adjusting the accounts and preparing the financial statements; completing the accounting cycle</td>
<td>3-5</td>
<td>Chap 1: E1.1, E1.2, FR</td>
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<td>Chap 2: D8, E2.1, E2.6, P2.5, FR</td>
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<td>3</td>
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<td>Accounting for retailing and manufacturing</td>
<td>6-8</td>
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<td>Chap 4: E4.4, E4.5</td>
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<td>Chap 5: E5.2, CT, FR</td>
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<td>4</td>
<td>11/8</td>
<td>Cost accounting systems; cash management and control; CVP analysis</td>
<td>9-11</td>
<td>Chap 6: E6.2, E6.3, E6.4</td>
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<td>Chap 7: D6, CT</td>
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<td>Chap 8: D7, E8.4, E8.7</td>
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<td>5</td>
<td>18/8</td>
<td>Budgeting and performance evaluation</td>
<td>12,13</td>
<td>Chap 9: E9.4, P9.4</td>
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<td>Chap 10: E10.5, E10.9, FR</td>
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<td>Chap 11: D3, E11.5, P11.4</td>
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<td>6</td>
<td>25/8</td>
<td>Differential analysis, profitability analysis, capital budgeting</td>
<td>14</td>
<td>Chap 12: E12.1, P12.5, FR</td>
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<td>Chap 13: D3, E13.3, E13.9, CT</td>
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<td>7</td>
<td>1/8</td>
<td>Partnerships and companies</td>
<td>15,16</td>
<td>Chap 14: D1, E14.2, E14.6, E14.7, P14.5, DC, FR</td>
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<tr>
<td>8</td>
<td>8/9</td>
<td>MID-SESSION TEST (chs 1-14)</td>
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<td>Chap 15: D1 E15.6, P15.3, DC</td>
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<tr>
<td>10</td>
<td>22/9</td>
<td>ASSIGNMENT DUE</td>
<td>20,21</td>
<td>Chap 17: E17.1, E17.3</td>
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<td>Noncurrent assets</td>
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<td>Chap 18: D7, E18.1, P18.9</td>
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<td>Chap 19: E19.1, P19.4, P19.9</td>
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<td>29/9</td>
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<td>11</td>
<td>6/10</td>
<td>Liabilities; statements of financial performance and position</td>
<td>22,23</td>
<td>Chap 20: D9, E20.4, E20.8, P20.6</td>
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<td>Chap 21: D1, E21.5, P21.9, FR</td>
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<tr>
<td>12</td>
<td>13/10</td>
<td>External reporting and performance evaluation</td>
<td>24,25</td>
<td>Chap 22: D6, Ex 22.6, P22.1</td>
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<td>Chap 23: D5, D7, P23.3, P23.7</td>
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<td>13</td>
<td>20/10</td>
<td>Review week</td>
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<td>Chap 24: D3, E24.8, P24.5</td>
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</tbody>
</table>
DC  = Decision case
CT  = Critical thinking case
FR  = Financial reporting case