Subject Outline

ACCY380 Accounting for Information Technology
ACCY901 Accounting for Managers
Wollongong Campus

6 Credit Points
Autumn Session 2004

Name of Co-ordinator: Dr J Moore
Contact Details: Phone 4221 4005
e-mail: janet_moore@uow.edu.au
Teaching Team: Dr Janet Moore & Dr Anne Abraham
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
One 2-hour lecture per week and one 1-hour tutorial per week

Study time
The University of Wollongong Course Rules states that “credit point' is the value attached to a subject as a component of a degree and, for a subject other than a research subject, each credit point has an implied workload of 28 hours over the duration of that subject”. This subject has a value of 6 credit points; therefore, the workload over the session should equate to 168 hours or 13 hours per week inclusive of class time.
Lecture times

Lectures are held on Monday 17:30 to 19:30 in 20.2.

Major text


Additional study materials are available at:


Other Useful References:


Australian Securities & Investment Commission:


Institute of Chartered Accountants in Australia: http://www.icaa.org.au/

International Accounting Standards Board: http://www.iasc.org.uk/cmt/0001.asp

International Federation of Accountants: http://www.ifac.org/
Contacts

Subject Coordinator/lecturer/tutor

Dr J Moore
School of Accounting & Finance
Building No 40, Room No 314
Telephone 61 2 4221 4005
Facsimile 61 2 4221 4297
Email janet_moore@uow.edu.au

Dr A Abraham
School of Accounting & 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
To be advised

Student administration

Telephone 61 2 4221 3938
Facsimile 61 2 4221 4322
Email student@uow.edu.au
Student OnLine Services http://www.uow.edu.au/student/sols

Library

Telephone 61 2 4221 3548

Purchasing of books (Unishop)
Telephone 61 2 4221 8050
Assessment Guidelines

General Criteria

Assessment during the teaching session will comprise of one class test and one assignment. There will be a final exam that covers the work from the entire session, at the end of session in the normal examination period.

To be considered for at least a passing grade in this subject, students must attain a minimum of 40% in the final examination.

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 Class Test</td>
<td>20%</td>
<td>5 April</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>Task 2 Assignment</td>
<td>10%</td>
<td>27 April</td>
<td>17 May</td>
</tr>
<tr>
<td>Exam</td>
<td>70%</td>
<td>In Exam Period</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

Special Consideration

University policy requires students who, through serious illness or other circumstances beyond their 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.

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 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/disabl.html

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:  Class Test
Due date: 5 April 2004
Return date: Test paper will not be returned to students. Results will be notified to students on SOLS within two weeks.
Weighting: 20%
Duration: In lecture time. Duration of test to be advised.

Assignment details

Multiple choice test covering chapters 1 to 7

Assessment Criteria/Marking Guidelines

The test will cover a range of theoretical and practical questions. Marks will be awarded for correct answers only. No marks will be deducted from overall score for incorrect answers.

Task 2:  Assignment
Due date: 27 April 2004
Return date: In tutorials, week of 17 May 2004
Weighting: 10%
Length: Approximately 1,000 words

Assignment details

You are to obtain the most recent annual reports for a publicly listed company (2003). 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:

The full name of the Company
The names and qualification of the Directors

The name of the Auditor

The type of business the company or group engages in

The profit or loss after tax for the year

The Income Tax Expense (if any)

The Income Tax Payable (if any)

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

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

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

The amount of authorised share capital and its value

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

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

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

The company's stock exchange code

Track the Company's share price over a one-week period - give dates and amounts

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 marks

Include a copy of the financial statements and copies of the press articles with your assignment. Also include these and all other research in a properly constituted list of references – 1 mark

Task 3: Final Examination

Date: University examination period

Weighting: 70%

Length: (3 ) hours (15 ) minutes
Submission Requirements

Submission of Assignment (Task 2)

Place of Submission: By 4pm on 27th April, in the Assignment box, which will be placed outside Room 40.314

Post: In the rare event that the assignment is posted, it must be postmarked by 4pm on 27th April. You should keep proof of posting and produce it if requested by the lecturer.

Facsimile: No faxed assignments will be accepted

Email: No e-mailed 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/accy/resources/index.htm)

Collection: Assignments will be distributed in class in the relevant week. If you missed your class, you should make arrangements with the lecturer to collect your assignment.

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

The assignment should be typed and double spaced.
**Due Date**

The due date is the last date for the University to receive an assignment. The date of submission by post for distance students will be the postmark date stamped on the assignment envelope.

**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 assignments will not be accepted unless accompanied by appropriate documentation.

**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.
# Teaching Schedule

**Autumn Session 2004.**

<table>
<thead>
<tr>
<th>Week No.</th>
<th>Lecture Date</th>
<th>Topic</th>
<th>Lecture Chapter</th>
<th>Tutorial Exercises</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>23 Feb</td>
<td>Introduction to Financial Statements</td>
<td>1</td>
<td>No tutorial in Week 1</td>
</tr>
<tr>
<td>2</td>
<td>1 March</td>
<td>The Accounting Information System</td>
<td>2</td>
<td>E1.4; P1.1; P 1.4</td>
</tr>
<tr>
<td>3</td>
<td>8 March</td>
<td>Accrual Accounting Concepts</td>
<td>3</td>
<td>E2.6; E2.9</td>
</tr>
<tr>
<td>4</td>
<td>15 March</td>
<td>Inventories &amp; Reporting and Analyzing Inventories</td>
<td>4 &amp; 5</td>
<td>P3.3; BE 3.7</td>
</tr>
<tr>
<td>5</td>
<td>22 March</td>
<td>Accounting Subsystems &amp; Internal Control, Cash and Receivables</td>
<td>6 &amp; 7</td>
<td>P4.2; P5.9</td>
</tr>
<tr>
<td>6</td>
<td>29 March</td>
<td>Reporting and analyzing non current assets, liabilities and shareholders equity</td>
<td>8 &amp; 9</td>
<td>P6.4; P7.3</td>
</tr>
<tr>
<td>7</td>
<td>5 April</td>
<td>Class Test</td>
<td></td>
<td>P8.2; P8.4</td>
</tr>
<tr>
<td>8</td>
<td>12 April</td>
<td><strong>Recess – no classes</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>19 April</td>
<td>Statement of Cash Flows</td>
<td>10</td>
<td>P9.4; P9.7</td>
</tr>
<tr>
<td>10</td>
<td>26 April</td>
<td><strong>Public Holiday – no lecture</strong></td>
<td></td>
<td>No tutorials this week</td>
</tr>
<tr>
<td>11</td>
<td>3 May</td>
<td>Financial Statement Analysis</td>
<td>11</td>
<td>Q9.3; E10.8</td>
</tr>
<tr>
<td>12</td>
<td>10 May</td>
<td>Introduction to Management Accounting and Cost Accounting Systems</td>
<td>12 &amp; 13</td>
<td>P11.6; P11.7</td>
</tr>
<tr>
<td>13</td>
<td>17 May</td>
<td>Cost-Volume-Profit Relationships</td>
<td>14 &amp; 15</td>
<td>P12.4; P13.5</td>
</tr>
<tr>
<td>14</td>
<td>24 May</td>
<td>Budgeting and Incremental Analysis and Capital Budgeting</td>
<td>16 &amp; Review</td>
<td>P14.6; P14.8; E15.3; E15.10</td>
</tr>
</tbody>
</table>