

Module specification

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Module code	BUS396
Module title	Introduction to Accounting & Finance
Level	3
Credit value	30
Faculty	Bloomsbury Institute: School of Business and Accounting
Module Leader	Dr Nnamdi Obiosa
HECoS Code	100105 (Accounting) 100107 (Finance)
Cost Code	GAMG

Programmes in which module to be offered

Programme title	Is the module core or option for this programme
BA (Hons) Accounting and Financial Management including Foundation Year	Core

Pre-requisites

None

Breakdown of module hours

Learning and teaching hours	66 hrs
Placement tutor support	0 hrs
Supervised learning e.g. practical classes, workshops	0 hrs
Project supervision (level 6 projects and dissertation modules only)	0 hrs
Total active learning and teaching hours	66 hrs
Placement / work based learning	0 hrs
Guided independent study	234 hrs
Module duration (total hours)	300 hrs

For office use only	
Initial approval date	

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Initial approval date	8 April 2022
With effect from date	June 2022
Date and details of revision	
Version number	1

Module aims

The module aims to provide students with a fundamental understanding of accounting information systems, with reference to external and internal reporting, the nature and implications of costs in business decision-making; and an understanding of the principles of finance that will enable them to know the functions of financial markets and the role of finance in the life of individuals and businesses.

Module Learning Outcomes - at the end of this module, students will be able to:

1	Explore the meaning, origin, and development of accounting and evaluate the relationship between accounting, finance, and business; the major areas and opportunities available in the field of accounting and finance.
2	Understand financial accounting reports and application of finance to business and society.
3	Record, report, use, analyse and interpret accounting information both for external (financial) and for internal (managerial) accounting purposes.
4	Describe financial markets and institutions in order to understand their functions in the society; as well as the time value of money.

Assessment

This section outlines the type of assessment task the student will be expected to complete as part of the module. More details will be made available in the relevant academic year module handbook.

Indicative Assessment 1: This is a summative coursework requiring students to perform tasks in relation to accounting and finance and present it in a report of 1,500 words.

Indicative Assessment 2: This will be a summative unseen 1.5 hours closed book examination comprising mainly of multiple choice, multiple answer, fill-in-the-blank, true and false questions.

Assessment number	Learning Outcomes to be met	Type of assessment	Weighting (%)
1	1 & 2	Coursework	50%
2	3 & 4	Multiple Choice Questions	50%

Derogations

None.

Learning and Teaching Strategies

The module will be completed over one term.

Students will undertake 2-weeks of pre-reading and online activities.

The module is taught through weekly 2-hour lectures, 2-hour seminars and 2-hour workshops.

Lectures provide a broad outline structure for each topic to be covered. Lectures offer a good way of covering a lot of information and, more importantly, of conveying ideas to many people at once.

Seminars enable students to undertake directed self-study and to answer questions and solve problems which are set by the lecturer. Students will present their answers and solutions within the seminar group. Seminars enable students to explore further the topics introduced in the lectures.

Workshops follow on from lectures and seminars. They are designed to enable students to work within a small group to perform set tasks (e.g. working on an exercise or case study). They reinforce proactive learning by providing opportunities for discussion and interaction.

The seminar/workshop groups are small, thereby enabling students to develop a deep understanding.

Student digital literacies are developed on this module through the use of:

- Online libraries and databases for gaining access to full-text journal articles and eBooks.
- Communication means provided through the VLE and learning technology applications.
- Online group-work, for planning, developing, improving, submitting and reflecting on collaborative work completed as part of the module.
- Assessment and feedback tools such as Multiple-Choice Tests/Quizzes, Turnitin and the VLE's Gradebook – enabling timely and detailed feedback on student work.
- Web-based Office 365.

Indicative Syllabus Outline

- Induction to Accounting and Finance: definition, role, function, historical perspective of accounting
- Accounting Equation, recording transactions
- Financial accounting Reports
- Cost & Management Accounting terms & concepts; cost classification
- Cost behaviour & Break-Even Analysis
- Limiting Factors in decision-making
- Relevant cash flows in decision-making
- The role of finance & the goal of financial manager
- Financial markets and institutions

- The Time Value of Money
- Risk & Return

Indicative Bibliography:

Please note the essential reads and other indicative reading are subject to annual review and update.

Key text

- Atrill, P. and McLaney, E. (2018) Accounting and Finance for Non-Specialists. 11th Ed. Pearson, Harlow. ISBN-13: 9781292244013.

Additional texts

Additional materials will be made available to the students throughout the year.

Recommended websites:

- Opentuition. Available from: <http://opentuition.com/>
- Association of Chartered and Certified Accountants. Available from: <http://www.accaglobal.com/uk/en.html>
- Chartered Institute of Management Accountants. Available from: <http://www.cimaglobal.com/>
- Institute of Chartered Accountants in England and Wales. Available from: <http://www.icaew.com/>

Employability skills – the Glyndŵr Graduate

Each module and programme is designed to cover core Glyndŵr Graduate Attributes with the aim that each Graduate will leave Glyndŵr having achieved key employability skills as part of their study. The following attributes will be covered within this module either through the content or as part of the assessment. The programme is designed to cover all attributes and each module may cover different areas.

Core Attributes

Engaged
Enterprising
Creative
Ethical

Key Attitudes

Commitment
Curiosity
Resilience
Confidence
Adaptability

Practical Skillsets

Digital Fluency

Organisation

Critical Thinking

Emotional Intelligence

Communication