

## Module specification

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|               |   |
|---------------|---|
| Module code   | ONL404  |
| Module title  | Introduction to Business Finance and Accounting |
| Level         | 4   |
| Credit value  | 20  |
| Faculty       | Social and Life Sciences                        |
| Module Leader |   |
| HECoS Code    | 100107  |
| Cost Code     | GABP  |

## Programmes in which module to be offered

| Programme title                              | Is the module core or option for this programme |
|--|---|
| BA (Hons) Business and Management            | Core  |
| BA (Hons) Management, Accounting and Finance | Core  |
| BBA (Hons) Business Administration           | Core  |

## Pre-requisites

*Students must have studied ONL405 Introduction to Management and Business before commencing this module.*

## Breakdown of module hours

| Type of module hours   | Amount         |
|--|----------------|
| Learning and teaching hours  | 20 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          |
| <b>Total active learning and teaching hours</b>                      | <b>180 hrs</b> |
| Placement / work based learning                                      | 0 hrs          |
| Guided independent study   | 0 hrs          |

| Type of module hours                 | Amount  |
|--------------------------------------|---------|
| <b>Module duration (total hours)</b> | 200 hrs |

| <b>For office use only</b>   |            |
|------------------------------|------------|
| Initial approval date        | 12/08/2020 |
| With effect from date        | 04/01/2021 |
| Date and details of revision |            |
| Version number               | 1          |

## Module aims

This module aims to introduce the contemporary concepts and principles of accounting and finance so as to enhance the abilities of the students, by applying relevant management accounting, financial accounting and financial management techniques, to determine the most appropriate operational financial decisions, and analyse the effects of those decisions on a firm's performance and financial position.

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

|   |  |
|---|--|
| 1 | Describe and discuss the concepts and functions of accounting and finance  |
| 2 | Explain and interpret financial statements, and demonstrate an ability to measure and report financial performance |
| 3 | Understand cost behaviour, and ability to support management decision making                                       |
| 4 | Support operational decision making by applying financial management techniques                                    |

## Assessment

Indicative Assessment Tasks:

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 One: Essay – this will require students to undertake one individual essay to critically understand and discuss the concepts and functions of accounting and finance (500 words).

Indicative Assessment Two: Case study - this will require students to undertake one individual case study to critically interpret financial statements, and to measure and report financial performance based on a given case (500 words).

Indicative Assessment Three: Report - this will require students to undertake one individual report to apply financial management techniques in supporting management decision making (1000 words).

| Assessment number | Learning Outcomes to be met | Type of assessment | Weighting (%) |
|-------------------|-----------------------------|--------------------|---------------|
| 1                 | 1                           | Written Assignment | 25%           |
| 2                 | 2                           | Written Assignment | 25%           |
| 3                 | 3, 4                        | Written Assignment | 50%           |

## Derogations

*None*

## Learning and Teaching Strategies

The overall learning and teaching strategy is one of guided independent study, in the form of distance learning requiring ongoing student engagement. On-line material will provide the foundation of the learning resources, to support a blended approach, requiring the students to log-in and engage on a regular basis throughout the eight-week period of the module. Various assessment forms such as Case Study and Report will be used to cover the proposed learning outcomes and test students' academic performance in relation to business finance and accounting.

There will be a mix of recorded lectures and supporting notes/slides, containing embedded digital content and self-checks for students to complete as they work through the material and undertake the assessment tasks. The use of a range of digital tools via the virtual learning environment together with additional sources of reading will also be utilised to accommodate learning styles. There is access to a help-line for additional support and chat facilities through Canvas for messaging and responding.

## Indicative Syllabus Outline

Within this module, learners can expect to study:

- Concepts and functions of accounting and finance
- Key elements of financial statements and interpretation and analysis of financial statements
  - Relevant costs for decision making
  - Full costing and budgeting
  - Investment appraisal techniques
  - Financing a business
  - Working capital management

## Indicative Bibliography:

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

## Essential Reads

Atrill P. & McLaney E. (2018) Accounting and Finance for Non-Specialists, 11<sup>th</sup> edition, Pearson.

### Other indicative reading

Catherine Gowthorpe (2018): Business Accounting & Finance, 4<sup>th</sup> Edition, Cengage Learning EMEA.

Michael J. Jones (2014): Accounting and Finance, 1<sup>st</sup> Edition, Wiley.

Brealey, R A., Myers, S C and Allen F. (2019) Principles of Corporate Finance, 13th edition, McGraw Hill Higher Education.

Hussey, R and Ong, A (2017) Corporate Financial Reporting, Macmillan Education

ACCA, Paper F9: Financial Management: Study Text, BPP Learning Media

ACCA, Paper F5: Performance management: Study Text, BPP Learning Media

### Websites

[www.icaew.com](http://www.icaew.com)

[www.accaglobal.com](http://www.accaglobal.com)

[www.cimaglobal.com](http://www.cimaglobal.com)

[www.frc.org.uk](http://www.frc.org.uk)

[www.managers.org.uk](http://www.managers.org.uk)

## Employability skills – the Glyndŵr Graduate

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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. [Click here to read more about the Glyndwr Graduate attributes](#)

### Core Attributes

Engaged

Ethical

### Key Attitudes

Commitment

Curiosity

Adaptability

### Practical Skillsets

Digital Fluency

Organisation

Critical Thinking

Emotional Intelligence

Communication