



Module Specification

Key Information			
Module title	Accounting and Finance		
Level	7	Credit value	15
Lead College	QMUL	Notional study hours and duration of course	150
Module lead author/ Subject matter expert	Dr Androniki Triantafylli		
Module co-author(s)	None		
Notice to students	None		

Rationale for the module
<p>Accounting and Finance is of critical importance in the support of all business activities. This module introduces a toolkit that enables a better understanding of the performance of businesses, and the decisions and problems they face. These issues are discussed daily by managers and the media. No prior knowledge of accounting is assumed: students learn how financial information is prepared and communicated and how it is used as an effective tool for decision making and control. This information includes areas of financial and management accounting and the main principles of finance. The module adopts a global perspective and encompasses the regulatory framework adopted by the International Accounting Standards Board (IASB).</p>

Aims of the module
<p>The module provides students who lack an academic background in or practical experience of accounting and finance with a basic understanding of accounting and finance. The module assumes no prior knowledge of accounting and/or finance, starting at square one and taking a step-by-step approach through the concepts and application of techniques, with clear explanations and real-case examples. Upon completion of this module, students will have a holistic perspective on the importance of financial and management accounting, recording of financial transactions, preparation and interpretation of financial statements, effective management decision making tools, costing and performance evaluation in a competitive environment, making capital investment decisions, financing a business and managing its working capital.</p>

Topics covered in this module:

1. Introduction;
2. Financial Accounting: Measuring and Reporting Financial Position and Financial Performance;
3. Accounting for limited companies and partnerships;
4. Measuring and Reporting Cash Flows;
5. Introduction to Management Accounting & Cost-Volume Profit Analysis;
6. Full Costing vs. Activity Based Costing;
7. Performance Measurement Systems and Budgeting and Control;
8. Capital Investment Decisions;
9. Sources of Finance; and,
10. Managing Working Capital.

The topics covered may be revised to ensure currency and relevance. Students will be advised of any changes in advance of their study.

Learning outcomes for the module

A. Knowledge, Understanding and Cognitive Skills

By the end of this module learners should be able to:

1. Define the concepts underlying accounting and finance
2. Record financial transactions
3. Prepare and interpret financial statements
4. Analyse relevant data for decision making purposes, applying appropriate techniques
5. Critically discuss budgeting and control issues in the modern global environment
6. Adopt appropriate techniques for capital investment decisions and financing decisions

B. Practical, Professional and Key Skills

By the end of this module learners will have developed:

1. Critical thinking, analytical skills, interpretative skills (including the ability to justify choices)
2. Management-by-exemption, and control and monitoring skills
3. Numeracy and active quantitative skills (including: data preparation, analysis, problem solving and interpretation skills)
4. Time management skills (including the ability to make informed decisions timely and to work under pressure)
5. Effective communication skills (including oral and written communication skills)
6. Individual initiative and enterprise skills
7. Digital and information literacy skills
8. Research skills

Learning and Teaching Strategy and Methods

In addition to the core principles of the learning & teaching strategy and methods for this programme provided in the Programme Specification, Regulations and programme induction, the learning resources for this module are designed by a team supporting the module author with instructional design, learning technology and project management skills.

All students receive comprehensive learning materials in a variety of e-formats for use with different electronic devices. Online learning activities and formative assessments are a key feature of this framework and are linked to the online materials with a Student Progress Log illustrating the level of progress against learning outcomes and syllabus progress. Students can see their skills development through a 'Skills Portfolio', which evolves through the student's completion of formative and summative assessment.

Students will demonstrate their learning through a variety of activities. Moderated peer

group exercises will help students demonstrate achievement of learning objectives from conceptual understanding to critical analysis. Students will demonstrate critical analysis skills through participation in discussions to review business models with which they were familiar and others of which they were unaware. Module tutors and programme Student Relationship Managers will be a useful resource for students looking for support with their online discussion and engagement.

Self-assessment exercises will provide students with the opportunity to gauge their learning against topic and module learning objectives as well as against confidence level in their own understanding. This will allow students to identify which content areas require further work on their part.

Learning materials are divided into topics of 10-12 hours of student effort to support student's time management and motivation for study. The learning content is a mixture of video, text, learning activities and formative assessments, with allocated time for preparation, revision and review relating to each item of summative assessment.

Assessment strategy, assessment methods

Pass Mark

The pass mark is 50% for each element of assessment.

Assessment Elements

1. Coursework (30% weighting)

There is one item of coursework for this module which contributes to the final assessment mark for this module:

Coursework: a written essay of a maximum of 2,000 words (deadline – weeks 9-12)

The coursework is designed to check student progress, extend and reinforce concepts covered and also test individual performance.

2. Examination (70% weighting)

The final piece of assessment will be an unseen written examination of 2 hours' duration.

Learning resources

Learning materials

Learning activities and formative assessments for this module are designed and developed by the Module Author and incorporate the following:

- Short videos
- Learning activities (including discussion forum activities)
- Formative assessments (multiple-choice and True/False quizzes, short answer self-assessments and matching exercises)
- Learning content

E-resources

All students can access to the e-resources of the University of London which includes a wide range of accounting, finance and economics journals. Students will be directed to journals within each topic of study and given online resources to enhance their information literacy skills as part of the student induction.

Core text(s)

The learning content will be drawn from a key text (see below).

Author: McLaney, E., & Atrill, P.

Title: *Accounting and Finance: An Introduction*, 8th edition

Publisher: Pearson

Year: 2016

Other references

The following is illustrative of the reading materials that will be referred to in the module:

Author: Brenda L. Mattison, Ella Mae Matsumura, Tracie L. Miller-Nobles,

Title: *Horngren's Accounting, The Financial Chapters*, Global Edition, 11th edition

Publisher: Pearson

Year: 2015