

DONGGUAN UNIVERSITY OF TECHNOLOGY

School of Economics and Management

Course Syllabus

2019 Autumn

Course Information

Course Code	082815
Course Title	Accounting Principles
Instructor	Ning Duan
Class	2018 International Economics and Trade (International Business Industry-University International Program) 2018 Economics and Finance (Financial Management Industry-University International Program)
Course Category	<input checked="" type="checkbox"/> Compulsory <input type="checkbox"/> Elective
Credit(s)	3
Total Hours	48
Hours Per Week	3 hours, 16weeks
Practical Hours	0
Lab Practice Hours	8
Classroom	2403 & 3203 Guancheng Campus
Time	Monday(week 1-week 16) , 14:30-18:10; Thursday(week 9-week 16), 8:30-12:00.
Office Hour	Monday-Friday 8:30-12:00, 14:30-17:00; at 3207, By Appt.
Required Textbook	Mclaney, Eddie & Atrill, Peter. Accounting: An Introduction (6th Edition), Pearson Education, 2016.
Supplementary Materials	Holmes, Geoffrey & Sugden, Alan. Interpreting Company Reports and Accounts (3th Edition), Pearson, 2005.
Prerequisites	Microeconomics
Course website	

Course Description

This course will provide you with a solid understanding of accounting and finance principles, preparing you with the knowledge and skill set needed for a successful study in the following modules. You will be assessed through a mixture of taught, text and coursework. The taught element of the course is then complemented by a

substantial piece of work leading to the completion of a financial reporting case study. In this course you can also develop some personal skills. You will develop your skills in presenting; teamwork; report writing; negotiation and communication skills. Modules taught on accounting will enable you to develop a wide range of technical skills and knowledge highly relevant to a wide range of future study where analytical, decision-making, problem-solving and planning are required. These include:

- Evaluating and reporting on organizations’ financial performance
- Measuring costs, financial planning, forecasting and decision-making
- Assessing economic policy
- Interpreting accounting information using financial tools including balance sheets, profit and loss accounts and cash flow statements
- Ratio analysis and shareholding value reporting
- Teamwork and presentation skills developed through group-work
- Analytical skills developed through financial reporting case study.

For better understanding of accounting, you can read the following books to help you in studying this course.

1	<u>Accounting for Managers</u>	P. M. Collier
2	<u>Readings in Accounting for Management Control</u>	C. Emmanuel
3	<u>Interpreting Company Reports and Accounts</u>	G. Holmes
4	<u>Relevance Lost: The Rise and Fall of management Accounting</u>	H. T. Johnson
5	<u>Management Accounting and Control Systems</u>	N. B. Macintosh

Course Learning Objectives (LOs)

After completing the course learning, the student will be able to:

LO1: Learn basic accounting theories, principles, concepts and elements.

LO2: Learn how to apply accounting theories/concepts to draw the financial statements.

LO3: Known how to use financial statements to analyze financial position and financial performance to make decision.

Assessment and Grading

Assignments	Percent of Final Grade
Attendance	10%
Participation	10%
Homework	10%
Mid-term Exam	10%
Final Exam	60%
Total	100%

	Standard	Notes	LO1	LO2	LO3
Attendance, 10%	If you are late or leave early, your grade will be taken one point each time. If you are absent for one class, the taken point will be 2 for each absentee.	If you are taken more than 10 points away, I will reserve your right to participate final exam.	✓	✓	✓
Participation 10%	Answer questions is a good way to get points in participation. Each time will worth 5 points.	Maximum for this part is 10 points.		✓	✓
Homework 10%	The homework is 100 points each time. At the end of this term, the points will be taken as average point. And this average point will be weighted to be 10% in your grade.	Homework should hand in before the require time.		✓	
Midterm exam, 10%	Questions for 100 points on the test paper and will be weighted to be 10% in your grade.	Closed book exam.		✓	✓
Final exam, 60%	Questions for 100 points on the test paper and will be weighted to be 60% in your grade.	Closed book exam.		✓	✓

Policies:

Students should expect to spend several hours per week on this course. To succeed, you must complete course work, read each chapter, engage in class discussion and lecture, carefully read each chapter and outline the chapters and summarize the main knowledge in the book as assigned. This will require a time commitment from you, one that may exceed 15 hours of work per week in addition to studying for exams. At a minimum, students should read the textbook, attend class lectures, complete the assigned homework, complete all exams, and ask questions.

➤ **Plagiarism**

If it is caught that you take another person's work, ideas, or words, and using them as if they were your own, then the corresponding assignment will be scored zero. You can use others' work in a proper way of referencing.

➤ **Attendance & Participation** - Attendance is expected and active participation is

strongly encouraged, which is graded. Please arrive to class in time. Late arrivals or even on time arrivals are highly discouraged due to the interactive nature of the class (get everything ready before class, clam and learn step by step).

- **Reading Assignments** –You will be requiring reading and learning the supplementary materials by yourselves or by group. Timely and analytical reading of these materials will play an important role in your overall course performance. Please complete the readings listed for the week prior to attending that week’s class session.
- **Lecture** - Roughly most of our class will be devoted to “taught” lectures (i.e., lectures will be taken by lecturer, sometimes might be ask you to come front and share your point of view about accounting). To perform well, it is in a student’s best interests to both read the required text AND regularly and attend class.

Lecture Schedule

Week/Date	Topic	Required Reading and Assignments
1/Sep. 2 (two hours)	Definition of accounting and finance; the user of accounting information; information system.	Overview; Basic Knowledge of Accounting
2/Sep. 9 (one hours)	Management and financial accounting.	Unit One Introduction to accounting and finance
3/Sep. 16 (two hours)	Major financial statements; the role of accounting conventions; money measurement; valuing assets.	Unit Two Measuring and reporting financial position
4/Sep.23 (two hours)	Income statement; recognizing revenue and expenses; depreciation; costing inventories.	Unit Three Measuring and reporting financial performance
6/Oct. 12 (two hours)	Holiday	
7/Oct. 14 (two hours)	The main features of limited companies; financing limited companies; dividends; presenting the financial statements; directors’ report; segmental financial reports.	Unit Four & Five Accounting for limited companies

8/ Oct.21 (two hours)	The main features of the statement of cash flows; preparing the statement of cash flows.	Unit Six Measuring and reporting cash flows
9/ Oct. 28&31 (three hours)	Financial ratio classifications; relationship between profitability and efficiency; financial ratios and the problem of overtrading; using ratios to predict financial failure.	Unit Seven Analyzing and interpreting financial statements
10/ Nov. 4 (one hour)	Review.	All the above.
10/ Nov. 7 (two hour)	Mid-term exam	
11/ Nov. 11&14 (Three hours)	Relevant costs: opportunity and outlay costs; sunk costs and committed costs; qualitative factors of decisions; using relevant costs as a basis for setting prices; cost behavior; fixed cost; variable cost; margin of safety; break even; single-product businesses; multi-product businesses; direct and indirect cost; job costing; full (absorption) costing and the behaviour of cost; the problem of indirect cost.	Unit Eight Relevant costs for decision making; Unit Nine Cost-volume-profit analysis; Unit Ten Full costing
12/ Nov. 18&21 (four hours)	Cost determination in the changed business environment; cost management systems; activity-based costing; other costing approaches in the modern environment; measuring shareholder value.	Unit Eleven Costing and performance evaluation in a competitive environment
13/ Nov. 25&28 (two hours)	How budgets link with strategic plans and objectives; time horizon of plans and budgets; limiting factors; budgets and forecasts; periodic and continual budgets.	Unit Twelve Budgeting
14/ Dec. 2&5 (four hours)	Budgeting for control; types of control; variances from budget;	Unit Thirteen Accounting for control

	standard quantities and costs; setting standards.	
15/ Dec. 9 (two hours)	The nature of investment decisions; investment appraisal methods; accounting rate of return (ARR).	Unit Fourteen Making capital investment decisions
15/ Dec. 12 (two hours)	Sources of finance; sources of internal finance; sources of external finance.	Unit Fifteen Financing a business
16/ Dec. 16 (two hours)	The scale of working capital; managing inventories; managing receivables; managing cash; managing trade payables; controlling trade payables; working capital problems of the small business.	Unit Sixteen Managing working capital
16/ Dec. 19 (two hours)	Review.	All the above.
Total	40 hours	

Practice Schedule

Week/Date	Topic/Focus and Difficulty/Ethical and Political Learnings (choose at least 3 weeks to perform the practice or implication of ethical and political insights from this course)	Required Reading and Assignments
2/Sep. 9 (One hour)	Three financial statements. Ethical and political learning: with the knowledge of correct financial statements, students are able to recognize the importance of accounting and respect the outcome of hard work by the accountants.	Unit One Introduction to accounting and finance
		Case in the PPT
5/Sep.30	Practice.	Excise for transaction analyze.

(two hours)	Ethical and political learning: with the practice of the hand outs, students are able to find out the inter links between accounting and the political.	
9/ Oct.28 (one hour)	Layout for Cash Flow Statement. Ethical and political learning: with the knowledge of correct financial statements, students are able to recognize the importance of accounting and respect the outcome of hard work by the accountants.	Unit Six Measuring and reporting cash flows
10/ Nov. 4 (one hours)	Relationships between statements. Ethical and political learning: with the knowledge of correct financial statements, students are able to recognize the importance of accounting and respect the outcome of hard work by the accountants.	Handout case
11/ Nov. 14 (one hour)	How to making decisions.	Unit Eight Relevant costs for decision making
		Handout case
13/ Dec. 28 (two hour)	How to Budgeting. Ethical and political learning: with the practice of the hand outs case, students are able to find out the skills for budgeting can be also apply in ethical and political.	Unit Twelve Budgeting
		Handout case
Total	8 hours	

Date: 2019.09.06

Reviewed by

Chih-Yuan Hung

Signature

A handwritten signature in black ink that reads "Chih-Yuan Hung". The signature is written in a cursive style with a large, looping initial "C".

Director of

Department of International Business and Management