

Module Details	
Module Title:	Introduction to Accounting and Finance (in-company)
Module Code:	AFE4002-B
Academic Year:	2019-20
Credit Rating:	20
School:	School of Management
Subject Area:	Accounting, Finance and Economics
FHEQ Level:	FHEQ Level 4
Pre-requisites:	
Co-requisites:	

Contact Hours	
Type	Hours
Lectures	25
Tutorials	25
Directed Study	150

Availability	
Occurrence	Location / Period
BDA	University of Bradford / Semester 2 (Feb - May)

Module Aims
To provide a broad understanding of financial accounting and management accounting concepts and techniques that are relevant in today's business environment. To promote the awareness of issues relating to sustainable and responsible reporting and financing.

Outline Syllabus
The role of accounting and its development. The nature and significance of accounting information. Record keeping and data processing. Financial statements, performance and asset measurement.

Accounting concepts and conventions, accounts of limited companies.
 Basic interpretation of accounts.
 Relevant costs, cost behaviour, break-even analysis, cost-profit-volume analysis, marginal costing.
 Full costing-overhead absorption and job costing.
 Introduction to budgeting and variance analysis.
 Financial corporate objectives, financial arithmetic.
 Sources of finance, functioning of stock markets.
 Investment appraisal.
 Promote awareness of issues related to sustainable and responsible reporting and financing.

Learning Outcomes

1	1.1 understand the role of financial reporting and management accounting in organisations; 1.2 understand the key concepts and techniques used in accounting and finance.
2	2.1 prepare and interpret financial statements, including understanding their limitations; 2.2 understand the application of management accounting information in organisational decision-making processes; 2.3 appreciate in broad terms the financial corporate objectives of the organisation; 2.4 identify and understand the differences between the main sources of finance.
3	3.1 demonstrate numerical skills; 3.2 demonstrate writing skills; 3.3 demonstrate the ability to use computer packages; 3.4 demonstrate time management skills.

Learning, Teaching and Assessment Strategy

Concepts will be explored in lectures with linked demonstration/tutorials Practical skills developed by completion of tutorial assignments. Cognitive and personal skills developed by completion of lessons and tests which assess the application of practical skills. Oral feedback and assistance given in plenary session sand via email and VLE.

Mode of Assessment

Type	Method	Description	Length	Weighting
Summative	Examination - closed book	Examination - closed book	2 hours	70%
Summative	Coursework	Group Assignment; SUPPLEMENTARY Individual assignment of up to 1500 words.	2000 words	30%

Reading List

To access the reading list for this module, please visit <https://bradford.rl.talis.com/index.html>.

Please note:

This module descriptor has been published in advance of the academic year to which it applies. Every effort has been made to ensure that the information is accurate at the time of publication, but minor changes may occur given the interval between publishing and commencement of teaching. Upon commencement of the module, students will receive a handbook with further detail about the module and any changes will be discussed and/or communicated at this point.