**Course Information Sheet**

**BSc (Hons) Finance and Accounting**

**Modules**

Year 1: Sustainable Business in the Contemporary Environment

This module is designed to introduce students to Business as an academic discipline in the context of climate breakdown. The course models the world of business as a series of concentric circles, beginning with the outermost external domain, which incorporates analyses of the political, economic, socio-cultural, ethical and legal environments within which firms must operate. Next, students are introduced to the internal activities of the company, ranging from finance, accounting, marketing, innovation and human resource management. Having developed foundational understandings of both the wider environment and core business functions, the latter phase of the module seeks to bridge the internal/external analytical divide by examining the organisational and strategic settings of firm management. Unlike many introductory business modules, which often present sustainability as an isolated topic under the rubric of CSR or ESG, this course consistently integrates sustainability as a central theme. Case studies are typically used to highlight and reflect upon the urgent challenges facing society on a warming planet, with a particular focus on the major role that business necessarily plays as both a spoiler and a potential problem-solver. Several introductory business models and theories are presented across the module, while also adopting a multi-disciplinary approach to analysis throughout. Students are assessed via a mid-term practical assessment and a final written coursework.

Year 1: Academic and Professional Skills

Academic and Professional Skills (APS) is a highly participative module that focuses on the development of the skills students need to succeed academically and professionally. On this module, students gain the skills they need to succeed and thrive in a higher education environment, and simultaneously make themselves more employable by building on a range of professional skills. Skills covered on APS include critical thinking, reading efficiently, using sources, referencing, making presentations and structuring written work, as well as many other skills. The module uses a wide range of engaging activities and tasks to boost academic and professional development. Receiving and engaging with feedback is a core component of the module, and students are given regular opportunities for self-reflection, as well as receiving personalised formative feedback from their lecturer. This module is typically assessed via a written report and a presentation, and the module content is designed to support students throughout the assessment process.

Year 1: Business Planning

This module is an introduction to the discipline of management accounting. The module aims to develop a knowledge and understanding of how to prepare and process basic cost and quantitative information to aid management in planning, controlling and decision making. These skills can be used in a variety of business contexts. The nature and purpose of management accounting is considered and acts as the foundation for further study. Transferable techniques in the areas of costing and budgeting are core to the module. This allows the study of various short-term decision-making techniques such as calculating contribution and determining optimum activity plans where an organisation is faced with limited resources. Management accountants would struggle to perform their work without a level of understanding of business mathematics and computer spreadsheets. These topics are included within the study of this module. Assessment will be by a written assignment at midterm and a final written examination. This will be focused on assessing the ability to apply management accounting and business mathematic techniques to practical problems. Questions within the exam will attempt to assess the full width of the topics studied and will contain both computational and non-computational components. This module will develop employability skills relevant to the preparation of costing and budgeting information. It will also provide foundation level skills in business mathematics and computer spreadsheets. Finally, the module will aid those needing to take decisions based on internal management accounting information within their organisation.

Year 1: Introduction to Financial Accounting

This module will introduce students to the underlying principles, concepts and regulations relating to financial accounting in an international context. This will give students a basic understanding of the context, purpose, and qualitative aspects of financial information. Specifically, the student will gain an understanding of the accounting framework for the preparation and presentation of financial statements. In the context of the framework students will be able to state and demonstrate an understanding of the objectives of general-purpose financial reporting and state the underlying assumptions when financial statements are prepared. Students will also be able to explain the qualitative characteristics of useful financial information and be able to define assets and liabilities, identifying financial issues for key business functions. The module will introduce the elements of the financial statements to enable students to develop an understanding of the relationship between these elements in a set of general-purpose financial statements. Students will also be able to explain the recognition criteria for assets and liabilities and the presentation of these two elements as either current or non-current on the statement of financial position. The module will further introduce the tools necessary for the student to become technically proficient in the use of double-entry bookkeeping for the recording of financial transactions and the preparation of a trial balance as well as introduce and explain the need for common year-end adjustments in the preparation of basic financial statements for sole traders and limited companies. Assessment of this module is through a midterm written examination and a final examination. Multiculturalism has also been considered during the design of this module.

Year 2: Financial Reporting for Business

This module aims to develop the knowledge and skills required to understand and apply accounting standards in the preparation of financial statements for entities. The module will commence with a consideration of conceptual frameworks for financial reporting. The required accounting treatment for specific items appearing in financial statements will follow. The preparation of group financial statements will also be covered, with analysis and interpretation of financial statements concluding the module. There will be focus on assessing the ability to apply accounting standards and conceptual frameworks to practical scenarios. Questions may require the ability to comment on the appropriateness of accounting treatments. In addition, the module will provide students with the knowledge of how to prepare financial statements, dealing with matters relating to several accounting standards. This module will further develop employability skills relevant to the preparation, analysis and audit of financial statements. Multiculturalism has also been considered during the design of this module. Assessment will be by a written midterm assignment and a final examination.

Year 2: Taxation for Business

UK corporations can be exceedingly complicated in today's worldwide economy with subsidiaries in many countries and across continents. This module is designed to understand the rationale and functions of the UK tax system, with a strong focus on the rules of income tax, corporation tax, capital gains tax, national insurance, Inheritance tax and VAT. This will enable students at the end of the module to be capable of performing detailed computations for a corporate body with subsidiaries and for individuals. The module assumes a detailed understanding of how company accounts have been prepared using UK/International accounting standards. This knowledge is then developed to assess the profits chargeable to UK corporation tax on companies and will involve a full understanding of the UK tax system. The impact of both overseas and UK subsidiaries will be studied in detail, resulting in the ability to compute the tax burden for a plc with overseas and UK subsidiaries. Furthermore, individuals can derive income from several sources including employment, self-employment, property, as well as interest and dividends. The rules relating to the taxation of all these different types of income sources will also be studied, culminating in the ability to calculate the total tax and NI due for an individual. Tax planning issues will be introduced at the later stage of the module and will provide relevant experience for students entering the workplace in an accounting, financial or company secretarial role. There are two pieces of assessment in this module, a written interim examination and a final examination. One of the main focuses for the design of this module has been the further development of relevant employability and professional skills. Such skills are implicit in the learning outcomes. Multiculturalism has also been considered during the design of this module.

Year 2: Business and Corporate Law

This module is designed to introduce the student to the basic principles of the English legal system and its sources of law. In particular, it will study those areas which underpin day-to-day business transactions. The module starts with a very basic introduction to the constitutional order and the legal system, then moves to an introduction to the law of obligations (contract and tort), and a basic introduction to employment law. This module will then develop a more detailed understanding of business law so that a student will be able to recognise partnerships as well as the framework for the formation and constitution of private and public companies and the legal requirements for their successful management. Assessment for this module will be in the form of a written exam including multiple choice, and ‘short answer’ questions.

Year 2: Sustainability in Career Development

This module helps student prepare for the transition from higher education to the world of work. This is a really important step and we are here to help find a career that is great for you. Throughout the module, we will explore what your personal motivators are, developing an in-depth understanding of what you are seeking from your future career (by considering your values, occupational interests, strengths and personality). This will help you achieve both career satisfaction and success. We will explore the labour market and the changing nature of different industries and sectors (including the impact of automation, artificial intelligence and globalisation). Given the large number of roles available within the economy, we help students understand what their options are and what they need to do to enter these careers. In addition to this, we equip students with the tools they need to successfully navigate the recruitment cycle (including CVs and applications, interview techniques, assessment centres and psychometric tests). Some of our graduates would prefer to work for themselves and we provide support and guidance for those wishing to start their own enterprise. By the end of the module, you will have a comprehensive career plan and know what steps you need to take to secure your dream job.

Year 2: Managing Business Performance

This module builds on the knowledge and skills gained in the Business Planning and Decision-Making module. The module focuses on strengthening abilities in applying and analysing management accounting techniques. In order to achieve this, a basic level of existing knowledge of the topic of management accounting is presumed. There will be a study of both qualitative and quantitative information. This information will be applied to the management tasks of planning, decision-making, performance evaluation and control. The module begins by introducing more specialised management accounting topics to provide a broader background in management accounting techniques. The study of decision making will include scarce resources, pricing, make-or-buy decisions, and an application of some basic methods to allow for risk in decision-making. The relationship between these topics and that of the assessment of performance will be considered. Alternative methods of budgeting and the inherent weaknesses related to these, including the behavioural aspects of budgeting, will be considered. This will lead to a more detailed analysis of standard costing and variances, including the ability to interpret figures in the context of performance management. The module concludes by considering methods of performance measurement, including divisional transfer pricing, not for profit organisations and the impact of external influences on performance. This module will develop employability skills relevant to the preparation and analysis of costing and budgeting information. It will strengthen skills for selecting appropriate management accounting techniques resulting in information to improve the performance of an organisation. Assessment will be by a midterm written examination and a final examination which will assess the ability to apply techniques and analyse information to manage the performance of an organisation.

Year 3: Executing Business Strategy

This module focuses on the process of strategic management in organisations. This involves the evaluation of the organisation's situation, analysis and selection of strategic alternatives, and implementation and evaluation of the strategic plan. The module develops the student's ability to work within a team (comprised of various business majors), as well as oral, written, and analytical skills. The course presents conceptual information through readings, lectures, a business game simulation, team presentations, and other class activities. The analysis of case studies of actual business situations including international, non-profit, manufacturing, and service industries will serve as a means of applying the course concepts and develop the students' ability to integrate business concepts. The module requires the students to utilise information from a variety of business areas covered in the Business Core including Accounting, Information Systems, Finance, Marketing, and Management. Assessment in this module will be by way of a group strategy simulation exercise completed throughout the term, and an individual project exploring the experience.

Year 3: Financial Management in Organisations

Financial Management in Organisations is a final year module that builds up skills required to effectively manage the finance function of an organisation. The topics covered in the module are in line with the key decisions made while managing risk in the context of economic environments and dynamic financial markets in which businesses operate. The focus of the module is the three fundamental financial management decisions of investing, financing and dividend policy. Investing decisions are considered firstly in terms of long-term investment appraisal and secondly in terms of controlling the investment in working capital. Financing decisions are considered from the point of view of both the recipient and the provider of finance. From the recipients’ viewpoint there is a study of the sources of business finance, the cost of this finance and other factors which affect the type of finance selected to be used by a business. From the providers viewpoint there is a study of the models used to value both equity and debt finance including a consideration of possible methods used for the valuation of a business. The module also covers an introduction to treasury risk management, including, but not limited to foreign exchange risk and interest exposures. There are two key assessable tasks for this module: a practical presentation during the semester and a final exam. Both tasks require demonstration of both theoretical knowledge gained and relevant calculative skills. This module has been designed to develop employability skills relevant to a financial manager who is responsible for the finance function of a business.

Year 3: Financial Auditing

This module is a study of the nature, purpose and process of statutory external audits, and internal audit work. The module begins with a consideration of the concept of assurance work, the regulatory environment, and ethics involved. The module then focuses on the performance of an audit of financial statements. The key area of planning and risk assessment is covered early on, and students then apply what they have learned to a real-life company for their first assessment which is a group presentation. The module then focuses on gathering audit evidence, including the evaluation of internal controls, and the procedures an auditor would perform on each specific area of the financial statements. Along the way the module also covers corporate governance regulations, the role of internal audit, end of audit procedures, and audit reporting. Assessment will be by a presentation and a final examination. The majority of the questions will be discursive, although some questions requiring computational skills may be incorporated into the examination. There will be a focus on practical application of audit knowledge to particular scenarios. This module will develop employability skills relevant to the performance of both internal and external audit tasks.

Year 3: Undergraduate Major Project (Finance and Accounting)

This module serves as the final major project for BSc (Hons) Finance and Accounting students. It is meticulously designed to foster the development of analytical, critical, decision-making and communication skills within the framework of a real-world setting. The module comprises two integral stages: a 5-minute individual presentation (30%) and a written report (70%). Throughout the course of this module, students will acquire a profound understanding of financial and accounting concepts, principles, theories and their practical applications. The curriculum is divided into two halves to facilitate this learning process. In the initial phase, students delve into the essence and purpose of accounting, contextualizing the significance of financial statements. They gain insight into accounting concepts, terminology and principles while also exploring the evolving landscape of accounting on a global scale. The module also delves into the dynamics of capital markets and the sources and utilisation of finance within the corporate realm. One of the pivotal activities in this stage involves an in-depth examination of publicly listed company annual reports and the performance of preliminary analyses, including market and ratio analysis. At this juncture, students are expected to effectively communicate their preliminary analysis findings for an assigned publicly listed company, catering to various stakeholders. This presentation component comprises 30% of the module assessment. In the second part of the module, students embark on a journey of advanced analysis techniques and tools. They delve into horizontal and vertical analysis, the DuPont Model and Altman Z-score, gaining a profound understanding of the significance of non-financial information. By closely scrutinising various publicly traded company annual reports, students acquire knowledge of corporate disclosure practices, current trends in corporate reporting, non-financial reporting formats and the impact of auditors' reports on investor relations. This knowledge equips them to apply their analytical skills practically in the second half of the module.