

AMITY GLOBAL INSTITUTE

MODULE SYLLABUS

Course	BACHELOR OF ARTS (HONOURS) IN ACCOUNTING AND FINANCE (UNIVERSITY OF STIRLING)
Module Title	Accounting Information and Employment
Module Syllabus No. (if any)	ACCUA AE
Syllabus / Content / Learning Outcomes	<p>On completion the students will be able to:</p> <ul style="list-style-type: none"> • Obtaining technical competency in book-keeping • Understanding various accounting information systems (AIS) which feed in to the production of financial statements and are necessary to meet legal and ethical requirements • Acquiring the ability to analyse the need for effective regulation and control structures (promoting an ethical awareness) with an AIS, and discuss their implementation • Obtaining knowledge of information systems definition of the major accounting cycles • Competency in the use of spreadsheets and Sage accounting package • Awareness of the skills required for future employment in an accounting / business setting
No. of Teaching Hours	<p>Contact hours= 32 hours Guided / Self-directed Learning = 128 hours Preparation time for assessments = 40 hours Total Module Hours = 200 hours</p>
Teaching Methods	Lectures, tutorials, case-studies analysis, research journals and group discussion.
Assessment Methods and Weightages	<p>Research report = 20% Excel spreadsheet assignment = 20% Group presentation = 20% Multiple Choice Test = 40%</p>
Skills for Maximising Learning Outcomes	Reading and research
Dates of Examinations, Major Assessments and Assignments	Please refer University of Stirling - Canvas
Recommended Text	<ul style="list-style-type: none"> • Catherine Gowthorpe, Business Accounting and Finance, 3rd Ed [Cengage Learning (2011); ISBN 9781408018378]

Lesson No.	Learning Outcome
1	Introduction to module / Book-keeping revision
2	Presentation and Group work skills
3	Introduction to practical accounting modelling
4	Book-keeping: VAT
5	Book-keeping: Wages & Salaries
6	Book-keeping: Control accounts
7	Book-keeping: Other entries/adjustments
8	Business Planning
9	Control concepts
10	Control & security (1)
11	Control & security (2)
12	Accounting systems (1)
13	Accounting systems (2)
14	Accounting systems (3) and regulation

Note: All Information provided to Amity will be kept strictly confidential except for those required under statutory requirements and by government authorities and relevant university partners and accreditation bodies as part of the regulatory or course requirements.