Programme Specification and Curriculum Map for BA Accounting and Finance

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| **1. Programme title** | BA (Hons) Accounting and Finance |
| **2. Awarding institution** | Middlesex University |
| **3. Teaching institution** | Middlesex University |
| **4. Programme accredited by** |  |
| **5. Final qualification** | Bachelor of Arts (Honours) |
| **6. Academic year** | 2014-15 |
| **7. Language of study** | English |
| **8. Mode of study** | Full Time / Part Time / Distance Learning / Thick Sandwich |

**9. Criteria for admission to the programme**

For year one admission, Middlesex University general entry requirements apply, including GCSE’s (grade A to C) in mathematics and English language. Applicants whose first language is not English are required to achieve 6.0 in IELTS overall (with a minimum of 5.5 in each component) or an equivalent qualification recognised by Middlesex University.

The equivalence of qualifications from outside UK will be determined according to NARIC guidelines.

Specific programme requirements are 300 UCAS points or equivalent.

**10. Aims of the programme**

The programme aims to:

* Prepare students for a career in accounting and their future role in society;
* Provide students with a knowledge and understanding of the conceptual and practical aspects of accounting;
* Develop critical and analytical problem-solving skills and apply these to the conceptual and practical bases of accounting;
* Develop core skills in computer literacy, numeracy, written and oral communication and teamwork.

**11. Programme outcomes**

**A. Knowledge and understanding**

On completion of this programme the successful student will have knowledge and understanding of:

1. The role and nature of accounting in organisations and society;
2. The main current thought, technical language and practices of accounting including recognition, measurement, disclosure, analysis and application in financial statements, managerial accounting, auditing and taxation;
3. Some of the alternative technical language and practices of accounting
4. Theories and empirical evidence concerning financial management, risk and the operation of capital markets;
5. The operation of the English Legal system, how organisations are formed, operated and dissolved;
6. Ethical conflict and its resolution

***Teaching/learning methods***

Students gain knowledge and understanding through guided reading of textbooks, academic journals, and computer aided packages, on-line and in-class exercises, lectures, workshops and seminars

**Assessment Methods**

Students’ knowledge and understanding is assessed by in-class and on-line tests, examinations and written assignments.

**B. Cognitive (thinking) skills**

On completion of this programme the successful student will be able to:

1. Have a capacity for critical evaluation of arguments and evidence;

Analyse and draw reasoned conclusions concerning structured and, to a more limited extent, unstructured problems from a given set of data and data which must be acquired by the student

***Teaching/learning methods***

Students learn cognitive skills through individual and group exercises and case studies, tutor led seminars and class discussions as well as feedback on assessments

**Assessment Method**

Students’ cognitive skills are assessed by practice based coursework assignments, oral presentations and written examinations.

**C. Practical skills**

On completion of the programme the successful student will be able to:

1. Prepare financial statements in accordance with international accounting standards and to analyse, interpret and evaluate financial data for the purposes of management decision making, accountability and regulation;
2. Use accounting software to produce financial statements, tax computations and cash budgets
3. Compute tax liabilities and interpret tax legislation to convey its meaning;
4. Retrieve, interpret, apply and manipulate costing and management accounting data and information;
5. Apply the tools of financial management in capital markets

***Teaching/learning methods***

Students learn practical skills through problem solving, workshops, use of computer software, feedback on assignments, lectures and seminars

***Assessment Method***

Students’ practical skills are assessed by individual and group exercises, individual assignments and examinations

**D. Graduate Skills**

On completion of this programme the successful student will be able to:

1. Manipulate financial and other numerical data;
2. Use communication and information technology in acquiring, analysing and communicating information;
3. Communicate including the ability to present quantitative and qualitative information, together with analysis, arguments and commentary, in a form appropriate to the intended audience;
4. Locate, extract and analyse data from multiple sources, including acknowledgement, and referencing of sources;
5. Work in groups, and other interpersonal skills , including oral as well as written presentation skills;
6. Have capacities for independent and self-managed learning.

***Teaching/learning methods***

Students acquire graduate skills through on-line exercises, class activities, and feedback on assignments

***Assessment method***

Students’ graduate skills are assessed by examinations, coursework and presentations.

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| **12. Programme structure (levels, modules, credits and progression requirements)** |
| **12. 1 Overall structure of the programme** |
| The programme is studied over three years full time, or four years if the option of a 12 month placement is taken in the third year. The programme is divided into study units called modules and each module has a value of 30 credits. The academic provision of the University is based on credit accumulation. Students accumulate credit points by passing modules in order to gain the award of the University. To gain a BA (Hons) degree title a student must gain 360 credit points of which 120 must be at level six. Students study four 30 credit modules per year.  There are four compulsory modules in the first year. These modules are designed to give a solid grounding in the subject and bring all students to a standard level of competence to pursue further study in the subject. The subjects studied in the first year are: Financial Accounting, Management Accounting, Financial Data Analysis and Business Economics.  In the second year students study three compulsory modules designed to enhance their technical capabilities in areas of Financial Accounting, Management Accounting and Law. In the second year students also have the opportunity to undertake an option from other management disciplines or a language. At the end of the second year, students may opt to take a year’s placement before returning to complete their final year of study.  In the final year, students will study three compulsory modules designed to advance skills and knowledge appropriate to graduate level. These are: Accounting Theory, Taxation and Finance. Students have the opportunity to undertake an option module either from within the discipline or from other management disciplines or a language. |

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| **12.2 Levels and modules** | | |
| **Level 4** | | |
| COMPULSORY | OPTIONAL | PROGRESSION REQUIREMENTS |
| Students must take all of the following:  ACC1110  ACC1115  MSO1620  ECS1125 |  | Students must pass 90 credits to progress to level 5 |
| **Level 5** | | |
| COMPULSORY | OPTIONAL | PROGRESSION REQUIREMENTS |
| Students must take all of the following:  ACC2120  ACC2125  LAW2130 | Students must also choose one from the following:  ECS2380  ECS2290  MGT2110  MGT2545  MSO2620  MCH2301  SPA2331 | Students must pass 180 credits to progress to level 6. |
| Placement Opportunities | | |
| One or both from MBS2333 and MBS3431/MBS3432 Optional Placement 60 Credits each (one between year 1 and year 2; one between year 2 and 3)  MBS3331/MBS3332 Optional Placement 120 Credits | | |

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| **Level 6** | | |
| COMPULSORY | OPTIONAL | PROGRESSION REQUIREMENTS |
| Students must take all of the following:  ACC3125  FIN3130  ACC3140 | Students must also choose one from the following:  ACC3155  ACC3165  ACC3175  MBS3001  MBS3012  HRM3150  MGT3193  MSO3620  MCH3001  SPA3331 |  |

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| **12.3 Non-compensatable modules (note statement in 12.2 regarding FHEQ levels)** | |
| Module level | Module code |
|  | None |

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| **13. Curriculum map** |
| See Curriculum Map attached |

**14. Information about assessment regulations**

Middlesex University Assessment Regulations apply to this programme, without exception.

**15. Placement opportunities, requirements and support (if applicable)**

A 12 month placement is offered at the end of year 2. Alternatively students can opt for 2 smaller placements over the two summers between their years of study. A dedicated Employability Advisor helps in the search for an appropriate employer who will provide the student with an appropriate placement. S/he will also provide students with appropriate guidance and support in preparation for, as well as during and after the placement. The placement forms the basis for an assessed report based on the organisation. At the start of the placement students are allocated an individual supervisor who provides support and advice for the duration of the project. All projects are double marked.

**16. Future careers (if applicable)**

This programme provides an ideal academic background for students wishing to pursue a career in accounting. The programme currently benefits from maximum exemptions from the knowledge modules of the Institute of Chartered Accountants in England and Wales (ICAEW) and the foundation papers of the Association of Certified Chartered Accountants (ACCA) as well as many exemptions from the Chartered Institute of Management Accountants (CIMA). The University Employability Centre arranges visits to the School during the year from the accounting professional bodies of accreditation. Please refer to separate exemption handbook on the programme page of My Learning.

**17. Particular support for learning (if applicable)**

* Learner Development Unit
* Learning Resources
* Programme Handbook and Module Handbooks
* Induction and orientation programme
* Access to student achievement advisors
* Student e-mail and Unihub

**18. JACS code (or other relevant coding system)**

N400

**19. Relevant QAA subject benchmark group(s)**

Accounting

**20. Reference points**

* QAA Guidelines for programme specifications
* QAA Qualifications Framework
* Middlesex University Regulations
* Middlesex University Learning Framework – Programme Design Guidance, 2012

**21. Other information**

Indicators of quality:

* Student achievement
* Buoyant enrolment
* Student feedback evaluation forms
* External examiners reports
* Student employability

Methods for evaluating and improving the quality and standards of learning are:

* External Examiner reports
* Quality Monitoring reports
* Board of Study
* Student focus group
* Module evaluation and report
* Peer teaching observations
* Student evaluation
* Validation and review panels

See Middlesex University’s Learning and Quality Enhancement Handbook for further information

Please note programme specifications provide a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve if s/he takes full advantage of the learning opportunities that are provided. More detailed information about the programme can be found in the programme handbook and the University Regulations.

Curriculum map for BA Accounting and Finance

This section shows the highest level at which programme outcomes are to be achieved by all graduates, and maps programme learning outcomes against the modules in which they are assessed.

Programme learning outcomes:

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| **Knowledge and understanding** | | **Practical skills** | |
| A1 | Role and nature of accounting in organisations and society | C1 | Prepare financial statements in accordance with international accounting standards and to analyse, interpret and evaluate financial data for the purposes of management decision making, accountability and regulation. |
| A2 | Current thought, technical language and practices of accounting including, recognition, measurement, disclosure, analysis and application in financial statements, managerial accounting, auditing and taxation. | C2 | Use accounting software to produce financial statements, tax computations and cash budgets |
| A3 | Some of the alternative technical language and practices of accounting | C3 | Compute tax liabilities and interpret tax legislation to convey its meaning |
| A4 | Theories and empirical evidence concerning financial management, risk and the operation of capital markets. | C4 | Retrieve, interpret, apply and manipulate costing and management accounting data and information |
| A5 | The operation of the English Legal system, how organisations are formed, operated and dissolved | C5 | Apply the tools of financial management in capital markets. |
| A6 | Ethical conflict and its resolution |  |  |

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| **Cognitive skills** | | **Graduate Skills** | |
| B1 | Capacity for critical evaluation of arguments and evidence | D1 | Manipulate financial and other numerical data |
| B2 | Analyse and draw reasoned conclusions concerning structured and, to a more limited extent, unstructured problems from a given set of data and data which must be acquired by the student | D2 | Use communication and information technology in acquiring, analysing and communicating information |
|  |  | D3 | Communicate including the ability to present quantitative and qualitative information, together with analysis, arguments and commentary, in a form appropriate to the intended audience |
|  |  | D4 | Locate, extract and analyse data from multiple sources, including acknowledgement, and referencing of sources |
|  |  | D5 | Work in groups, and other interpersonal skills , including oral as well as written presentation skills |
|  |  | D6 | Have capacities for independent and self managed learning |

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| **Module Title** | **Module Code** | **Programme Outcomes** | | | | | | | | | | | | | | | | | | |
| **A1** | **A2** | **A3** | **A4** | **A5** | **A6** | **B1** | **B2** | **C1** | **C2** | **C3** | **C4** | **C5** | **D1** | **D2** | **D3** | **D4** | **D5** | **D6** |
| **Level 4 (Year One)** | | | | | | | | | | | | | | | | | | | | |
| Financial Accounting | ACC1110 | ✓ | ✓ |  |  |  | ✓ |  |  | ✓ |  |  |  |  | ✓ | ✓ | ✓ |  | ✓ | ✓ |
| Management Accounting | ACC1115 | ✓ | ✓ |  | ✓ |  |  |  |  |  |  |  | ✓ | ✓ | ✓ |  | ✓ |  | ✓ | ✓ |
| Financial Data Analysis | MSO1620 |  |  |  |  |  |  |  | ✓ |  | ✓ |  |  |  | ✓ | ✓ | ✓ |  | ✓ | ✓ |
| Business Economics | ECS1125 |  |  |  | ✓ |  |  |  |  |  |  |  |  |  |  |  | ✓ |  | ✓ | ✓ |
| **Level 5 (Year Two)** | | | | | | | | | | | | | | | | | | | | |
| Advanced Financial Accounting | ACC2120 | ✓ | ✓ | ✓ |  |  | ✓ | ✓ | ✓ | ✓ |  |  |  |  | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Advanced Management Accounting | ACC2125 | ✓ | ✓ |  |  |  |  | ✓ | ✓ |  | ✓ |  | ✓ |  | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Business Law | LAW2130 | ✓ |  |  |  | ✓ | ✓ | ✓ | ✓ |  |  |  |  |  |  |  |  | ✓ | ✓ | ✓ |
| **Level 6 (Year Three)** | | | | | | | | | | | | | | | | | | | | |
| Accounting Theory | ACC3125 | ✓ | ✓ | ✓ |  |  | ✓ | ✓ | ✓ |  |  |  |  |  |  |  |  | ✓ | ✓ | ✓ |
| Finance | FIN3130 | ✓ |  |  | ✓ |  |  | ✓ | ✓ |  |  |  |  | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Taxation | ACC3140 | ✓ | ✓ | ✓ |  |  | ✓ | ✓ | ✓ |  | ✓ | ✓ |  |  | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

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|  | Week | | | | | | | | | | | | | | | | | | | | | | | | |
|  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | Exam  period |
| ACC 1110 |  | T  1 |  | T  2 |  |  | T  2 |  |  | T  2 |  |  | T 2 |  | A  10 | T  2 |  | A 2 |  | T  2 |  | T  2 |  |  | E  70 |
| ACC 1115 |  |  | T1 | T1 | T1 |  | T1 | T1 | G 15 | T1 | T1 | T1 | T1 | T1 | T1 | T1 | T1 | T1 | T1 |  |  |  |  |  | E  70 |
| MSO 1620 |  |  |  |  |  |  |  |  |  |  | T  15 |  |  |  |  |  |  |  |  | G 15 |  |  |  |  | E  70 |
| ECS 1125 |  |  |  |  |  |  |  | A 15 |  |  |  |  |  |  |  | A 15 |  |  |  |  |  |  |  |  | E  70 |

**BA Accounting and Finance summative assessment schedule**

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| ACC 2120 |  | O 1 |  |  | O 1 |  |  | T 1 |  | T 1 | P 1 |  |  | O 1 |  | O 1 |  | G  19 | O 1 |  | T 1 | O 1 |  | O 1 | E  70 |
| ACC 2125 |  |  |  |  |  |  |  |  | G 30 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | E  70 |
| LAW 2130 |  |  |  |  |  |  |  |  |  |  | A 30 |  |  |  |  |  |  |  |  |  |  |  |  |  | E  70 |
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| ACC 3125 |  |  |  |  |  |  |  |  |  | A 50 |  |  |  |  |  |  |  |  |  |  |  |  |  | G 50 |  |
| FIN 3130 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | G  20 |  |  |  | P  10 |  |  |  |  | E  70 |
| ACC 3140 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | G  30 |  |  |  |  |  |  | E  70 |

A = Assignment, E = Exam, G = Group assignment, O = Online test, P = Presentation, T = In-class test