

## COURSE SYLLABUS

### 1. COURSE DESCRIPTION

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|-------------------------|--|
| <b>Degree:</b>          | <b>Administración y Dirección de Empresas<br/>(English teaching)</b>                                       |
| <b>Double Degree:</b>   | <b>Derecho y Administración y Dirección de Empresas<br/>(English teaching)</b>                             |
| <b>Course:</b>          | <b>INTRODUCTION TO FINANCIAL ACCOUNTING<br/>(Contabilidad Financiera: Introducción - English teaching)</b> |
| <b>Module:</b>          | <b>Basic Training in Business and Economic Sciences</b>  |
| <b>Department:</b>      | <b>Financial Economics and Accounting</b>  |
| <b>Term:</b>            | <b>Second term</b>   |
| <b>Total Credits:</b>   | <b>6</b>   |
| <b>Year:</b>            | <b>1<sup>st</sup></b>  |
| <b>Type of Course:</b>  | <b>Basic</b>   |
| <b>Course Language:</b> | <b>English</b>   |

|   |           |            |
|---|-----------|------------|
| <b>Teaching model:</b>  | <b>C1</b> |            |
| <b>a. General/background:</b>                                       |           | <b>50%</b> |
| <b>b. Theory-into-practice/developmental<br/>knowledge-building</b> |           | <b>50%</b> |
| <b>c. Guided Academic Activities:</b>                               |           |            |



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### **2. COURSE COORDINATOR**

**Course coordinator: Laura Sierra García**

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### 3. ACADEMIC CONTEXT

#### 3.1. Course Description and Objectives

Financial accounting is concerned with the use of information and should be helped by managers to make both better judgements and decisions about the organisation. Accounting is the process of identifying, measuring and communicating information. Thus, this course is designed to provide a basic understanding of financial accounting, including introductory accounting theory, concepts, principles and procedures. Also, an overview of the major financial statements is provided.

Moreover, it has to be pointed out that a shared aim to be promoted throughout the whole accounting curricula is to infuse students with values in order them to be able to understand ethics in accounting profession and the role of accounting in promoting social responsibility, sustainability and accountability.

#### 3.2. Contribution to the Training Plan

This course is scheduled on the first year of the Business Administration and Management Degree. This subject represent an introductory course providing the students with the basis of financial accounting, the general principles, standards and accounting language. This subject will provide future graduates with a general knowledge of one of the key business information tools for decision making. In the second year, intermediate financial accounting further develop this knowledge by focusing on accounting rules for measuring and recording.

#### 3.3. Recommendations or Prerequisites

Students are advised to use the accounting standards and to access to the virtual platform.

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### 4. SKILLS

#### 4.1 Degree Skills Developed during this Course

The main objective of the Financial Accounting: An Introduction in the first year is to initiate to students in the general aspects of the accounting language. Students should acquire through study and class attendance the following skills:

- Understand the conceptual aspects of financial accounting.
- Understand the general accounting theory and techniques that cover the different operations that take place on a daily basis within a company.
- Develop an understanding of financial accounting principles and standards.
- Understand the different needs of users of accounts.
- Have the ability to account for groups and changes in capital structure.
- Have the ability to prepare accounting statements and data in accordance with accounting standards and the accounting framework.

#### 4.2. Module Skills Developed during this Course

- To understand the role of accounting information system of the business.
- To assimilate the accounting language through explication, readings and practice.
- To acquire basic knowledge to understand the objective of the accounting system.
- To understand the conceptual framework of the accounting.
- To elaborate the main financial statements of the company.
- To know the handling of the accounting information
- To have the ability to develop specific accounting operations
- To acquire the ability to manage the accounting information tools.
- Be a critical person of the economical realities
- Be a good worker in group
- Have an ethical-accounting behaviour

#### 4.3. Course-specific Skills

This course is designed to introduce the student to the fundamental concepts, rules, and procedures of financial accounting. Financial accounting is concerned with the measurement and communication of financial information to aid decisions and to control organisation. Thus, it is expected that students will be able to understand and elaborate the main financial statements.

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### 5. COURSE CONTENT (COURSE TOPICS)

#### UNIT 1: Economic and Legal Context of Accounting

- The Economic activity in organisations
- Accounting Concept
- The Utility of the Accounting Information
- The Conceptual Framework of Accounting
- Ethic in Business Accounting

#### UNIT 2: The business assets and the outcome of the activity

- The Business Assets: concept
- Static View
- Dynamic View
- Economics Changes

#### UNIT 3: The Conceptual Framework

- Introduction
- Analysis of the Conceptual Framework
- Structure and content of the Spanish Accounting Standards

#### UNIT 4: The Accounting Technique

- Accounting Tools: The Account and the Ledger
- The Journal

#### UNIT 5: Record the Value Add TAX (VAT)

- Introduction to the VAT
- Record the VAT

#### UNIT 6: The System of Accounting

- The financial and accounting cycle
- Phases of the accounting cycle
- The adjustment process
- The Annual Accounts

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### 6. METHODOLOGY AND RESOURCES

#### METHODOLOGY:

Our subject has 6 credits ECTS, so the total numbers of students learning hours is 150 and it is distributed as follows :

- Presentable work (30%): 45h (15 weeks 2 class per week of 1,5h. Basic

Teaching (50%): BT Practical and Development Teaching (50%): PDT)

- Individual work (60%): 90h
- Evaluation (10%): 15h

#### RESOURCES:

It is essential the use of the virtual platform. In the presentation of the subject, lecturers will show the student the subject space and all resources and materials that you may access and use. Students shall have at all times the material necessary for the follow-up of the subject (BT and PDT), which will be made available through the virtual platform. Related to the course materials are distinguished two types:

- Slides of each unit, which will be made available to the student before the beginning of each topic. It is a script for tracking classes which reflects the minimum contents of each topic.
- Exercises books, containing the statements of all the exercises or activities relating to each theme, some of which should be performed by the student previously for subsequent correction during the sessions of PDT.

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### 7. ASSESSMENT

To pass this subject, students could take two official exams per year, which will be governed by the different evaluation criteria: continuous evaluation (First call for review) and total evaluation (Second call for review).

1. The continuous evaluation will take with the following criteria:

- The content and skills acquired in Basic Teachings sessions (Lectures) represent 50% of the overall rating and is evaluated using a theoretical-practical final exam (5 points). However, it is necessary to obtain a minimum of 2 points out of 5 in the final exam to be able to pass the subject.
- The content and skills acquired in Practical Teaching and Development sessions represents 50% of the overall grade (5 points). This part will be assessed continuously during the course, mainly through participative attitude of students in class (10%) and several proof of knowledge (40%).

2. Total evaluation will take the following criteria:

According to the article 8 of the Normativa de Evaluación de los Estudiantes de Grado de la Universidad Pablo de Olavide, students that do not pass the subject in the first call for review can go for the 100% of the total mark.

Students will pass if you get 5 points or more.

IMPORTANT, please note:

- For students officially enrolled in this course, continuous assessment obtained on Practice and Development Learning will be valid through final evaluation periods for the current academic year, but not for the following academic year.
- All students enrolled in the course must turn in a fully completed photo card to the professor within the first two weeks of class (including a valid email address).
- International exchange students (Socrates/Erasmus/PIMA) sit the same exams and are evaluated according to the same criteria as other students with the exception that they will be allowed to use a dictionary when sitting exams.

PLEASE NOTE:

- In compliance with Chapter I, Article 7.3 of the Normativa de Régimen Académico y de Evaluación del Alumnado (signed in Consejo de Gobierno de la Universidad Pablo de Olavide de Sevilla on June 03, 2014). The UPO students participating in one of the official mobility programmes (Socrates-Erasmus, Seneca, Atlanticus, Mexicalia, etc.), or a programme of high level athletes, for reasons as labour, serious health or force



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major duly accredited, not completing the continuous evaluation, will be able to recover the part of the final mark corresponding to the continuous evaluation doing an additional task, apart from the written exam. Such students should notify the teaching coordinator.

- In compliance with Chapter II, Article 18.2 and 3 of the Normativa de Régimen Académico y de Evaluación del Alumnado (signed in Consejo de Gobierno de la Universidad Pablo de Olavide de Sevilla on June 03, 2014): “With regard to essays or other homework, plagiarism and/or the use of unoriginal material—including information obtained from online sources—without explicit and proper citing (and, where required, the express permission of the author), may warrant a grade of FAIL for the module, in addition to any other applicable academic sanctions warranted by academic misconduct on the part of students. [...] After consulting professors, students and any other university bodies deemed necessary, the Director of the Department responsible for the module in question will decide on the need for further measures including an official academic integrity hearing.”



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### 8. BIBLIOGRAPHY

Plan General Contable español en inglés. Spanish General Accounting Plan. Madrid: Ministerio de Economía. Instituto de Contabilidad y Auditoría de Cuentas (ICAC)

Atrill, P. (2000): Financial Management for Non-Specialists, Second Edition, London: Financial Times Prentice Hall.

Bebbington, J., Gray, R. and Laughlin, R. (2001): Financial Accounting: Practice and Principles, 3rd edition, London: Thompson Learning.

Britton, A. and Waterson, C. (2006): Financial Accounting, Second Edition, London: Financial Times Prentice Hall

Gillespie, I., Lewis, R. and Hamilton, K. (2000): Principles of Financial Accounting, Second Edition, London: Financial Times Prentice Hall.

Kothari. J. and Barone, E. (2006): Financial Accounting. An International Approach, London: Financial Times Prentice Hall.