

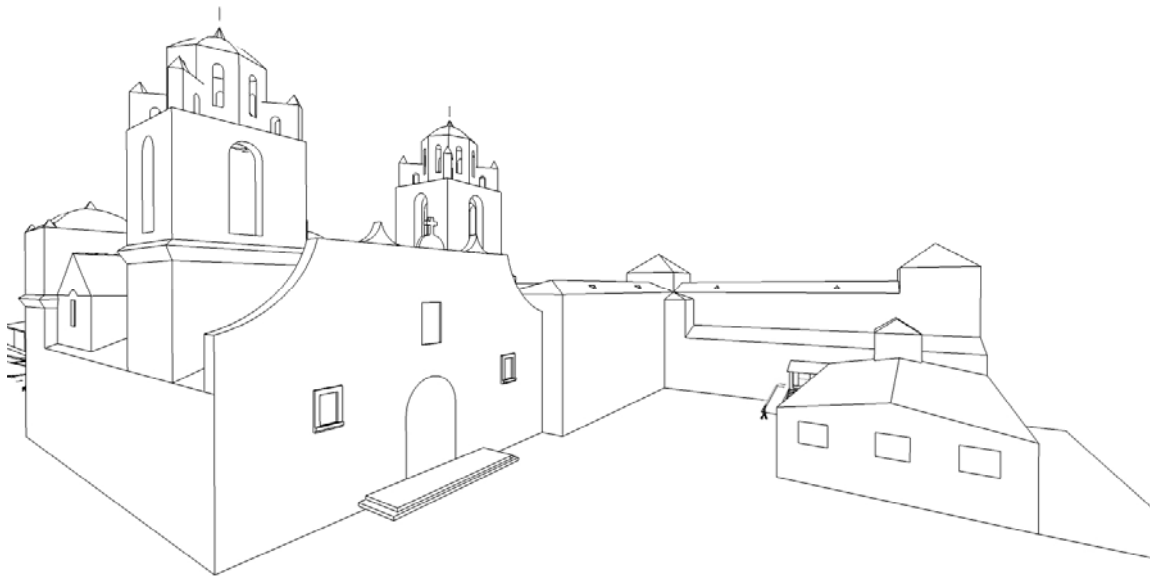


# Teaching Guide 2016/2017

## Financial Accounting

Business Administration Degree

Face-to-face mode



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## Financial Accounting

Module: **Accounting**.

Field: **Financial Accounting**.

Character: **Basic Training**.

ECTS: **6 ECTS**.

Time period: **First Course, second semester**

Teacher: **Angel Meseguer Martinez**

Email: **ameseguer@ucam.edu**

Student's attention timetable: **Mondays 16h**

Module coordinator teacher: **María Isabel Ros Clemente**

### Brief Description

Accounting treatment will be dealt with for the different types of assets that make up the value of the business, by means of a study of the corresponding valuation regulations contained in the General Accounting Plan. These concepts will be faithfully adapted to the realities of the business, studied both from a theoretical and practical point of view.

### Previous requisites

In order to maximize the learning results of this subject, the student should have previous knowledge acquired in the subject Fundamentals of Financial Accounting. Students must also have a basic knowledge from financial mathematics. Therefore, it is strongly advised to have passed "Financial Mathematics" and, hence, acquired the competences assigned to that subject.

### Objetives

1. Have a good command of the different concepts of financial accounting.
2. Know how to register in accounting the different business operations in the development of the economic activity.

### Competences and training results

#### Cross curricular competences

- (T1) Ability to analyze and synthesize.
- (T5) Computer science knowledge in the field of study
- (T7) Problem solving
- (T9) Team work

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(T16) Autonomous learning

(T24) Capacity for critical thinking

(UCAM2) Consider the principles of Christian humanism as essential values in the development of the professional practice.

(UCAM5) Be able to use the ICT tools.

(UCAM6) Have the ability to work in a team, having a relationship with other persons of the same or different professional environment

### Specific Competences

(E1) Know and apply the basic concepts of Financial Economics

(E19) Have the ability to apply the knowledge to the practice.

(E38) Identify and employ suitable software. Design information system.

(E53) Draw out of the information the data recognizable only for professionals.

(E54) Use regularly information and communication technology in the professional performance.

(E57) Communicate fluently within the work environment and work in team.

### Training results

- Understand, analyze and synthetize the different contents on the scope of Financial Accountancy.
- Know and use the possibilities that computer science, in the different applications, in its different applications offers the Financial Accounting.
- Acquire the necessary abilities to solve the different problems generated within the accounting management.
- Know how to implement collaboration strategies to favor team work in the resolution of assumptions.
- Manage in a proactive way the learning process and the profit of the Financial Accounting.
- Generate learning abilities in order to go on learning within the Financial Accounting field.
- Generate learning abilities in order to go on learning within the Financial Accounting field with a high level of autonomy.
- Think in a reasoned and critical way about the questions related with the Financial Accounting field.

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- Recognize and value the contributions of Christianity to a comprehensive vision of education and the person, necessary for a suitable management of the accounting scope.
- Collaborate with other professionals by recognizing the different contributions from other work fields to the Financial Accounting.
- Understand and know how to use in each situation the basic elements of Financial Accounting.
- Have and understand knowledge of Financial Accounting supported by books with some aspects that involve knowledge from the avant-garde in their field of study.
- Analyze the assets by classifying them by masses.
- Diagnose by issuing reasoned judgments about the accounting process of a business cycle.
- Understand the definitions and accounting relations established in the General Accounting System.
- Solve accounting practice cases, adapted to reality, with the suitable techniques and instruments.
- Understand and apply Financial Accounting knowledge to the practice by means of the elaboration and exposition of well-documented arguments.
- Have a good command of the accountancy computer tools.
- Carry out the accounting process corresponding to an economic cycle in a computer application.
- Know and understand the advances and inconvenient of using a computer accounting tool.
- Know how to recognize and process fundamental accounting information.
- Provide a judgment from the data obtained.
- Generate accurately accounting information for the decision making in other scope of the business management.
- Issue a sentence about aspects of Financial Accounting gathering and interpreting relevant information impossible to be recognizable by non-professionals.
- Make inquiries of accounting character to the competent authorities/institutions by means of the ICT.
- Look for accounting information by means of the ICT for the accounting statements solving.
- Solve accounting statements in team work.
- Use a logical structure and write correctly.
- Use correct accounting terminology when carrying out the tasks.
- Communicate adequately the information, ideas, problems and solutions within the Financial Accounting scope.

## Methodology

Methodology	Hours	Hours of work Face-to-face	Hours of work Non Face-to-face
Lectures	39	60 hours (40%)	
Practice teaching	4,8		
Assessment	4,2		
Tutorials	12		
Personal study	40,5		90 hours (60%)
Tasks	27		
Practical teaching preparation	13,5		
Bibliographic search	9		
<b>TOTAL</b>	<b>150</b>	<b>60</b>	<b>90</b>

## Contents

### Theme 1: VAT Accounting

- 1.1. Concept and regulation
- 1.2. VAT accounting treatment.
- 1.3. Practical assumptions.

### Theme 2: Existences

- 2.1. Concept and classification
- 2.2. Assessment
  - 2.2.1. Initial assessment
  - 2.2.2. Later assessment. Appreciatory corrections
- 2.3. Accounting register of packages and wrapping.
- 2.4. Questions and practical assumptions.

## Financial Accounting

### Theme 3: Rights to receivables and Promissory notes

- 3.1. Loans and other receivables
- 3.2. Receivables from trade transactions
  - 3.2.1. Initial appraisal
  - 3.2.2. Later appraisal
  - 3.2.3. Corrections for impairments.
- 3.3 Trade effects to charge
  - 3.3.1. Trade effects in payable documents.
  - 3.3.2. Discounting trade effects receivable
- 3.4. Credits for non-trade operations
- 3.5. Receivables and payables.
- 3.6. Trade receivables
- 3.7. Non-trade receivables.
- 3.8. Questions and practical assumptions.

### Theme 4: Non-trade fixed assets investments and leases.

- 4.1 Tangible fixed assets
  - 4.1.1. Initial appraisal
  - 4.1.2. Later appraisal
  - 4.1.3. Specific regulations of tangible fixed assets
- 4.2. Property investments
- 4.3. Intangible assets
  - 4.3.1. Recognition
  - 4.3.2. Later appraisal
- 4.4. Non-working capital assets kept for the sale.
- 4.5. Leasing
- 4.6. Questions and practice assumptions.

## Financial Accounting

### Theme 5: Financial Tools

- 5.1. Financial assets
- 5.2. Liabilities
- 5.3. Practice assumptions

### Theme 6: Foreign currency

- 6.1. Foreign currency transactions
- 6.2. Initial appraisal
- 6.3. Later appraisal
  - 6.3.1. Monetary items
  - 6.3.2. Non-monetary items
- 6.4. Practice assumptions

### Theme 7: Net Shareholder's equity

- 7.1. Concept
- 7.2. Capital and reserves
- 7.3. Adjustment to reflect change in value
- 7.4. Subsidies, gifts and legacies.
- 7.5. Questions and practical assumptions

### Theme 8: Provisions

- 8.1. Concept and types.
- 8.2. Accounting treatment
- 8.3. Practice assumptions

### Theme 9: Accounting result

- 9.1. Accruals
- 9.2. Tax on profits
- 9.3. Results distribution
- 9.4. Computerized accounting



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### 9.5. Practice assumptions

## Connection with other subjects of the study plan

The subject financial accounting is supported by Fundamentals of Financial Accounting, therefore it is very important to have a good command of this subject. The subject provides solid foundations for the rest of the subjects in the accounting module.

- Fundamentals of Financial Accounting (Basic training)
- Corporate Accounting (Obligatory)
- Corporate Accounting and financial statement analysis (Obligatory)
- Auditing (Optional)

## Sistema de evaluación

### February/June Call

#### **Written exams: 80%.**

There will be two exams with theory-practice questions and the solving of assumptions about the contents studied. First exam is worth 35% and second exam 45% of the total grade.

#### **Student's involvement in training activities: 20%**

The student's involvement in the training activities that conform the subject will be assessed through the issuing and correction of the exercises, tasks, case studies and problems carried out individually and in groups; the public presentation of some of these tasks.

It will be taken into account the use of different sources of information, by means of a task, by following a formal scheme to develop in depth a current topic, previously proposed by the teacher, associated to the knowledge acquired.

### September Call:

The assessment system will be maintained as in the February call.

## Rating system:

According to art.5 of RD 1125/2003, students will be graded according to the numeric scale from 0-10 with a decimal. A qualitative grade can be added:

- Fail (SS) 0-4,9
- Pass (AP) 5,0-6,9
- Good (NT) 7,0-8,9
- Distinction (SB) 9,0-10

The "Honors" mention can be awarded to students with a degree of 9,0 or higher. Honors cannot be awarded to more than 5% of a class students each academic year. For classes with less than 20 students a mention will be awarded.

## Bibliography and reference sources

### Basic bibliography

- Navarro Heras, E. y Gil Herrera, L. (2015), *The Basics of Financial Accounting*. EDISOFER. 9788415276173
- Navarro Heras, E. y Gil Herrera, L. (2015), *The Basics of Financial Accounting II*. EDISOFER. 9788415276364

### Complementary bibliography

- Eyangt, J., Kimmel, P., Kieso, D., (2010), *Financial Accounting: A Focus on Fundamentals (International Student Version)*. John Wiley & Sons. ISBN: 978-0-470-62327-5
- Horngren, C., Sundem, G., Elliot, J., Philbrick, D., *Introduction to Financial Accounting*, 11th edition. Pearson.

## Webs associated

- <http://www.icac.meh.es/Documentos/CONTABILIDAD/PGC%20Ingles.pdf>
- <http://www.aeca.es/> Asociación Española de Contabilidad y Administración de empresas
- <http://www.icac.meh.es/> Instituto de Contabilidad y Auditoría de Cuentas (ICAC)

## Study recommendations

Attendance to classes is fundamental for the correct understanding of the subject, daily study of all contents explained in order to ask doubts that may arise during the study.

## Didactic material

It will be necessary to have a PC with all the necessary programs installed (text editor, spreadsheet, presentation tools, etc.) We also recommend students to use memory devices (USB, CDs or DVDs) to make easier the interchange of information in presentations such as Power Point, exercises, case study, etc., during the face-to-face classes. We also recommend the use of calculator and access to the Internet.

It is necessary to bring to class all theory and practice documentation loaded by the teacher in the virtual campus, calculator and accounting chart.

## Tutorials

Academic tutorial:

These tutorials have the aim of consolidating knowledge and abilities taught in the classes of the subject, at the same time will help to solve problems and doubts asked by the students. There will be an assessment and follow up of the different tasks in order to contribute to the understanding of the subject methodology and systems of assessment.

Personal Tutorial:

The university also has a Special Team that have tutorials with the students enrolled in the degree. All students registered in UCAM have a personal tutor from the Special Tutors Team, when they register for the first time in the university, hence the student has this accompaniment during the complete university period. Criteria and aspects can be consulted in:

<http://www.ucam.edu/servicios/tutorias/preguntas-frecuentes/que-es-tutoria>.