

## Syllabus

### Subject

<b>Subject / Group</b>	21200 - Finance Accounting I / 50
<b>Degree</b>	Degree in Business Administration - First year Double degree in Business Administration and Law (2013 syllabus) - First year
<b>Credits</b>	6
<b>Period</b>	1st semester
<b>Language of instruction</b>	English

### Professors

Lecturers	Office hours for students					
	Starting time	Finishing time	Day	Start date	End date	Office / Building
Magi Trobat Fullana <a href="mailto:magi.trobat@uib.cat">magi.trobat@uib.cat</a>	09:00	10:00	Thursday	09/09/2019	20/02/2020	Despatx DB200 / Jovellanos. Cita prèvia per email

### Context

Accounting is an economic science that uses a specific methodology to identify, interpret, value and register economic facts, providing periodically financial statements to the users, that can be analysed to understand the situation and the possible evolution of the entity. This subject analyses the basis of companies accounting of the companies: the basic methodology, the accounting cycle and the preparation of annual accounts. Also, it studies accounting legislation, standards and rules and the interpretation, valuation, measurement and register, of the operations related to the commercial traffic of the companies. Students do not need previous knowledge of accounting, just some knowledge of economic language and business operations.

Subject skills are both generic and specific. They are described in the study plan of the degree and related to the analysis of a company, to economic and accounting management, to the ability to take decisions in this area, to work in a team, to adapt to new situations and to interpret data.

The language of instruction for this course will be English. Students taking this course will learn specific tourism-related vocabulary and develop both their productive and receptive skills in English, and therefore acquire further knowledge of the English language.

### Requirements

Without specific requirements

## Syllabus

### Recommended

English requirements: B2 level according to CEFR

### Skills

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#### Specific

- \* CE2.2.2 Integrate into the accounting area of a company and carry out any required task.
- \* CE2.3.2. Prepare the decision-making process in an accounting area of companies and organizations, specially from an operating point of view.

#### Generic

- \* CG6. Capacity of giving information, ideas, problems and solutions to specialised and non-specialised public.

#### Basic

- \* You may consult the basic competencies students will have to achieve by the end of the degree at the following address: <http://www.uib.eu/study/grau/Basic-Competences-In-Bachelors-Degree-Studies/>

### Content

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#### Range of topics

##### PART I. FOUNDATIONS

- UNIT. 1. Enterprises and accounting information.
  - 1.1. The economic activity, its agents and enterprises.
  - 1.2. Economic and accounting information.
  - 1.3. The users of accounting information.
  - 1.4. The requirements of accounting information.
- UNIT. 2. Evolution of accounting
  - 2.1. Importance of its study.
  - 2.2. The empirical period.
  - 2.3. Genesis of the double entry system.
  - 2.4. The pre-scientific period.
  - 2.5. The scientific period.
- UNIT. 3. Accounting: concept, classification and method.
  - 3.1. Concept of financial accounting.
  - 3.2. Accounting disciplines.
  - 3.3. Accounting method of financial accounting.

## Syllabus

### PART II. THE BASIC ACCOUNTING MODEL

#### UNIT. 4. Wealth and income.

- 4.1. The company in the economic system.
- 4.2. The concepts of wealth and income.
- 4.3. Wealth components and balance sheet.
- 4.4. Composition of income and income statement or profit and loss account.

#### UNIT. 5. The Dual Aspect Convention.

- 5.1. The final aggregation without the accounting method.
- 5.2. Accounting facts.
- 5.3. The dual aspect convention.
- 5.4. Analysing economics transactions with the dual aspect convention.

#### UNIT. 6. Accounting registration: the account and accounting records.

- 6.1. Bookkeeping records and double-entry bookkeeping: Daybook or Journal and General ledger.
- 6.2. General Journal or Daybook
- 6.3. Posting transactions to the General Ledger.
- 6.4. The accounting cycle: preparing financial statements.

#### UNIT. 7. Preparation of annual accounts.

- 7.1. Inventories and Annual Accounts Book.
- 7.2. The accounting cycle.
- 7.3. Previous operations before the annual closing of accounts. Value adjustments and amortisation.
- 7.4. Preparation of financial statements and annual closing of accounts: the closing entries.
- 7.5. The complete accounting cycle

### PART III. ACCOUNTING LEGISLATION

#### UNIT. 8. General accounting legislation and accounting standardization

- 8.1. Introduction.
- 8.2. Legislation about accounting obligations.
- 8.3. Accounting Standardization

#### UNIT. 9. Accounting standardization in Spain.

- 9.1. The Spanish accounting system.
- 9.2. The 1973 and 1990 General Accounting Plans.
- 9.3. The 2007 General Accounting Plan.
- 9.4. Chart of accounts and its relation to the accounting basic model.

#### UNIT. 10. The conceptual framework in Spanish General Accounting Plan.

- 10.1. Introduction.
- 10.2. The conceptual framework.

## Syllabus

- 10.3. Annual accounts. True and fair view.
- 10.4. Requirements of the information to include in the annual accounts.
- 10.5. Accounting principles.
- 10.6. Elements of financial statements.
- 10.7. Criteria for recognition and measurement of elements in financial statements.

### PART IV. OPERATIONS RELATED TO COMMERCIAL TRAFFIC OF THE COMPANY

- UNIT. 11. Stocks, purchases and sales (I)
  - 11.1. Introduction.
  - 11.2. Applicable accounts and valuation rules, according to the general accounting plan.
  - 11.3. Determining the value of purchases and recording them.
  - 11.4. Determining the value of sales and recording them.
  - 11.5. Recording value added tax (VAT)
- UNIT. 12. Stocks, purchases and sales (II).
  - 12.1. Stock of goods.
  - 12.2. Stock valuation and control method.
  - 12.3. Value adjustments.
  - 12.4. Other products different from merchandises
- UNIT. 13. Others Creditors and debtors of commercial operations.
  - 13.1. Personnel expenses
  - 13.2. Accrual basis of accounting and accrued revenues and expenses.

### Teaching methodology

The methodology includes a series of procedures:

- Theoretical lectures and practical classes which will take place in large group classes.
- Practical classes in medium groups.
- Partial and final exams.

In-class work activities (2.4 credits, 60 hours)

Modality	Name	Typ. Grp.	Description	Hours
Theory classes	Theoretical classes	Large group (G)	Lectures based on theoretical contents with practical examples.	31
Practical classes	Practical classes	Medium group (M)	Exercises and problem solving	25
Assessment	Partial exam	Medium group (M)	Partial Examination (in November). Units 1 to 7. It includes a theoretical part and an exercise. It's recoverable. It counts for 50 % of the total mark. Minimum: 4 in each part.	2



## Syllabus

Modality	Name	Typ. Grp.	Description	Hours
Assessment	Final exam	Large group (G)	Final Examination. Units 8 to 13. It includes a theoretical part and an exercise. It's recoverable. It counts for 50 % of the total mark. Minimum: 4 in each part.	2

At the beginning of the semester a schedule of the subject will be made available to students through the UIBdigital platform. The schedule shall at least include the dates when the continuing assessment tests will be conducted and the hand-in dates for the assignments. In addition, the lecturer shall inform students as to whether the subject work plan will be carried out through the schedule or through another way included in the Aula Digital platform.

### Distance education tasks (3.6 credits, 90 hours)

Modality	Name	Description	Hours
Individual self-study	Autonomous work	The autonomous work of the students implies the study of theoretical content, the solution of practical exercises and preparation for the exams.	90

### Specific risks and protective measures

The learning activities of this course do not entail specific health or safety risks for the students and therefore no special protective measures are needed.

### Student learning assessment

It consists of:

- A partialexam. It's recoverable, so it can be retaken in the extraordinary period.
- A final exam. It's recoverable, so it can be retaken in the extraordinary period.

Those students that have not taken the partial exam in November, will be able to retake it at the end of the term (at the same time as the final exam), only when the reason for not taking it when scheduled is one of the following: 1). Student has been in hospital or on sick leave during those dates; 2). Death of a relative up to second grade; 3). Participation of the student as a trial witness or accused in court case, held on the same date as the evaluation activity was scheduled; 4) Participation in an Erasmus program

### Frau en elements d'avaluació

In accordance with article 33 of Regulation of academic studies, "regardless of the disciplinary procedure that may be followed against the offending student, the demonstrably fraudulent performance of any of the evaluation elements included in the teaching guides of the subjects will lead, at the discretion of the teacher, a undervaluation in the qualification that may involve the qualification of "suspense 0" in the annual evaluation of the subject".

## Syllabus

### Partial exam

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Modality	Assessment
Technique	Objective tests ( <b>recoverable</b> )
Description	Partial Examination (in November). Units 1 to 7. It includes a theoretical part and an exercise. It's recoverable. It counts for 50 % of the total mark. Minimum: 4 in each part.
Assessment criteria	Partial Examination (in November). Units 1 to 7. It includes a theoretical part and an exercise. It's recoverable. It counts for 50 % of the total mark. In order to pass the course a minimum of 4 must be obtained in each part.

Final grade percentage: 50%with a minimum grade of 4

### Final exam

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Modality	Assessment
Technique	Objective tests ( <b>recoverable</b> )
Description	Final Examination. Units 8 to 13. It includes a theoretical part and an exercise. It's recoverable. It counts for 50 % of the total mark. Minimum: 4 in each part.
Assessment criteria	Final Examination. Units 8 to 13. Theoretical part plus anexercise. It's recoverable. It counts for 50 % of the total mark. In order to pass the course a minimum of 4 must be obtained in each part.

Final grade percentage: 50%with a minimum grade of 4

## Resources, bibliography and additional documentation

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### Basic bibliography

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HORRACH, P., SOCIAS, A. et al (2014). Financial Accounting. The basis of the accounting cycle and the Spanish General Accounting Plan. Ediciones Pirámide.  
SPANISH GENERAL ACCOUNTING PLAN. ENGLISH VERSION

### Complementary bibliography

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HORNGREN, SUNDEM, ELLIOT AND PHILBRICK (2006). Introduction to financial Accounting. Pearson Prentice Hall

