

Course Outline

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|--------------------------------|---------------------|----------|---------------------|--|---------------|
| Course number | RBB137 | | | | |
| Course title | Business Accounting | | | | |
| Credit points | 3 ECTS (2 CP) | | | | |
| Total hours | 80 | | | | |
| Lecture hours | 18 | | | | |
| Seminar and other hours | 14 | | | | |
| Course level | Bachelor | | | | |
| Prerequisites | None | | | | |
| Category | Mandatory | X | Restricted elective | | Free elective |

COURSE RESPONSIBLE

| <i>Name</i> | <i>Academic degree</i> | <i>Academic position</i> |
|--------------------|------------------------|--------------------------|
| Natalja Tocolovska | PhD | Assistant Professor |

COURSE TEACHERS

| <i>Name</i> | <i>Academic degree</i> | <i>Academic position</i> |
|--------------------|------------------------|--------------------------|
| Natalja Tocolovska | PhD | Assistant Professor |

COURSE ABSTRACT

This course develops students' ability to measure, record and communicate the financial information of the company. Being the first course in Accounting (and followed by Financial Accounting), Business Accounting provides an important base for the upcoming studies of the students. The course starts with recording accounting transactions and learning the principles and concepts of accounting, followed by preparing the financial statements, making adjustments to the financial statements and identifying the interconnection between the financial statements. The content of the course could be divided into two parts: recording the basic accounting transactions and preparing basic financial statements; and making adjustments to the financial statements. The two parts of the course are divided by the case study. The first part of the course is taught in a simpler and slower pace to establish a profound understanding of the basics of accounting. The second part of the course fully relies on the knowledge base as provided during the first part- the development and amount of studying material in the second part of the course are increasing fast. The students are strongly encouraged to study intensively from the very beginning of the course.

The course contains lectures and seminars. The lectures will cover the theoretical material and will be followed by practical seminars when the problems will be solved and solutions discussed and analysed. The problems covered during the seminar are stated in the course outline of this course. To prepare for the upcoming seminar, students need to read the chapters stated in the course outline together with the

review questions. The only way of learning accounting properly is to solve as many exercises as possible. During this course, we will combine both theory and problem solving to ensure the best grade for the course.

LEARNING OUTCOMES

Knowledge:

- illustrate the application of the double-entry principle in accounting;
- discuss the basic accounting vocabulary, accounting principles, and concepts;
- define the need for the preparation of financial statements for a company;
- describe the adjustments needed for the accounting of assets in the balance sheet of a company: valuation of non-current assets, valuation of receivables, valuation of inventory, accruals and prepayments;
- explain the steps of preparation and components of the balance sheet and income statement of a company.

Skills:

- apply the double-entry rule of accounting transactions;
- perform the accounting for events taking place in a company;
- prepare an income statement and balance sheet of a company;
- conduct the accounting for non-current assets, inventory, receivables, non-current liabilities, current liabilities, and equity;
- demonstrate the interactions between the financial statements and the way they are used by the stakeholders.

Competencies:

- formulate the need for the application of financial accounting;
- select the reasonable way of communicating the financial information to the user;
- interpret the information as contained in the accounts of a company;
- develop the balance sheet and income statement for a company based on the events, which happened in a company.

GRADING CRITERIA

| Criteria | Weighting |
|------------|-----------|
| Case Study | 50% |
| Test | 50% |

COURSE PLAN – MAIN SUBJECTS

| No. | <i>Main subjects</i> | <i>Planned hours</i> |
|------------|---|-----------------------------|
| 1 | Recording accounting transactions | 6 |
| 2 | Accounting concepts and principles | 2 |
| 3 | Preparation of basic financial statements | 6 |
| 4 | Adjustments to the financial statements | 16 |