



## Module Descriptor

**Code:** ACCT50515

**Version:** -

**Approval Status:** N/A

**Title:** COMPUTERISED ACCOUNTING

**Section:** Staffordshire Business School

**Level:** 5

Contact	E-mail Address	VLE
Karl McCormack	<a href="mailto:K.McCormack@staffs.ac.uk">K.McCormack@staffs.ac.uk</a>	-

### Pattern Of Delivery

Contact Hours	Independent Study Hours	Total Learning Hours	Description of Pattern of Delivery
36	114	150	Occurrence A, Stoke Campus, UG Semester 1
			Occurrence A, British University Vietnam Hanoi, UG Semester 2
			Occurrence A, British University Vietnam Hanoi, UG Semester 3
			Occurrence B, Stoke Campus, UG Semester 2
			Occurrence B, British University Vietnam Hanoi, UG Semester 1
			Occurrence C, Stoke Campus, UG Semester 3
			Occurrence D, MBS College of Crete, UG Semester 2
			Occurrence E, British University Vietnam Hanoi, UG Semester 1
			Occurrence E, British University Vietnam Hanoi, UG Semester 1
			Occurrence F, British University Vietnam Hanoi, UG Semester 2
			Occurrence G, British University Vietnam Hanoi, UG Semester 2
			Occurrence G, British University Vietnam Hanoi, UG Semester 2
			Occurrence G, British University Vietnam Hanoi, UG Semester 2

Credits
15

Site
British University Vietnam Hanoi
MBS College of Crete
Stoke Campus

Assessment
COMPUTER BASED EXAMINATION weighted at 100%.

Registration Conditions	Module Version Condition Text
None	

Module Details

ASSESSMENT DETAILS	1 hr computer based assessment (end of module exam) weighted at 100% - assesses learning outcome 1, 2 and 3.
INDICATIVE CONTENT	<p>This module provides an evaluation of accounting information systems and related internal controls; the benefits and risks associated with the use of accounting software and the provision of accounting information for internal and external purposes.</p> <p>You will also learn how to:</p> <ul style="list-style-type: none"> <li>- Enter daily business transactions</li> <li>- Create service and product invoices</li> <li>- Undertake stock control and order processing</li> <li>- Process non-routine transactions</li> <li>- Process month end adjustments</li> <li>- Operate a fixed asset register</li> <li>- Complete bank reconciliations</li> <li>- Produce and critically evaluate management reports</li> <li>- Download reports to excel for further analysis</li> </ul>
LEARNING OUTCOMES	<p>1. APPLY FINANCIAL ACCOUNTING TECHNIQUES UTILISING INTEGRATED ACCOUNTING SOFTWARE Application Knowledge &amp; Understanding Learning</p> <p>2. DEMONSTRATE KNOWLEDGE AND UNDERSTANDING OF ACCOUNTING INFORMATION SYSTEMS AND CRITICALLY APPRAISE THE BENEFITS ASSOCIATED WITH THE USE OF ACCOUNTING SOFTWARE Analysis Knowledge &amp; Understanding Learning Reflection</p> <p>3. GENERATE AND EVALUATE FINANCIAL REPORTS USING INTEGRATED ACCOUNTING SOFTWARE Analysis Knowledge &amp; Understanding Learning Reflection</p>
LEARNING STRATEGIES	<p>The learning strategy for the module requires students to commit 150 learning hours (including assessment) of this there will be 36 hours class support and 114 hours of independent learning and self directed study.</p> <p>The emphasis is upon `learning by doing' and there will be 36 hours of `hands-on' computer workshops using integrated accounting software. Students will use the accounting software to record the financial transactions of a small business and prepare management reports.</p> <p>114 hours of student centred activities involving reading, self assessed exercises, computer assisted work and revision.</p>
RESOURCES	<p>Module study guide The University Library and Learning Resources - books and academic journals The module VLE Electronic data bases Learning support materials Internet Integrated accounting software</p>
SPECIAL ADMISSIONS REQUIREMENTS	FOR INTERNATIONAL COLLABORATIVE PARTNERS ONLY
TEXTS	<p>Kelly, J (2011) Sage 50 Accounts For Dummies (updated for 2011) £ (ISBN 978-0-470-71558-1) Vaassen, Meuwissen, Schelleman (2009) Accounting Information Systems and Internal Control - Second Edition (ISBN 978-0-470-75395-8)</p>