

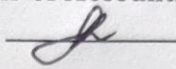
MINISTRY OF EDUCATION AND SCIENCE OF UKRAINE

SUMY NATIONAL AGRARIAN UNIVERSITY

Chair of Accounting and Taxation

«CONFIRMED»

Head of the Chair of Accounting and Taxation

 (M.I. Gordienko)

« » 2020

CURRICULUM

ZPP-4. Accounting and audit

Specialty: 073 «Management»

Educational level first (bachelor's) level


Faculty: Economics and Management

2020 – 2021 academic year

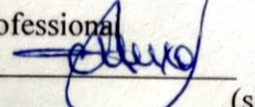
Curriculum of the discipline «Accounting and audit» was worked out for the third-year students of specialty: 073 «Management»

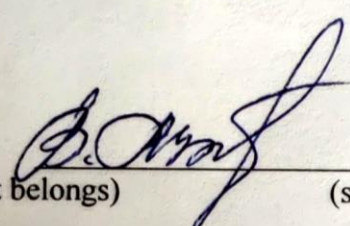
Elaborated by: **Dovzhyk O.O.** .  Associate Professor of Accounting and Taxation Department, Ph.D.

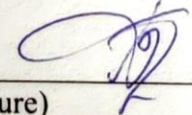
Curriculum is reviewed during the meeting of the Chair of Accounting and Taxation. Protocol № 12 dated from 19 June 2020.

Head of the Chair of Accounting and Taxation  (M.I. Gordienko)

Coordinated by:

Guarantor of educational and professional program (project team leader)  (A.M. Mykhailov)
(surname and initials) (signature)

Dean of the Faculty  (N.I. Strochenko)
(to which the department belongs) (signature) (surname
and initials)

Methodist of the Department of Education Quality, licensing and accreditation  (signature)
(surname and initials)

Registered in the electronic database: 21.06 2020.

1. Curriculum description

Indicators	Branch of knowledge, training direction, qualification level	Characteristics of course
		full-time education
Number of credits – <i>4</i>	Branch of knowledge 07 “Management and Administrating”	<i>Normative</i>
	Specialty: 073 “Management”	
Modules 2	Qualification level - Bachelor	Years
Content modules 2		2020-2021
Individual scientific research task: <i>Preparation of abstracts</i>		Course
		3
		Semester
Total quantity, hours – 120		6
		Lectures
Week classes for full day studding: classes – <i>4</i> individual – <i>4</i>		30 hr.
		Practical classes
		30 hr.
	Labs	
	-	
	Individual work	
	60 hr.	
Individual tasks		
Forms of Control: Exam		

Note.

Correlations of numbers of classes to individual work are:
for full-time education students – 60/60 (50/50)

2. Aim and Tasks

2.1. The purpose of discipline: is to develop theoretical knowledge and practical skills in organizing and maintaining accounting and auditing financial statements, as well as using their results as an information base for effective management decisions.

Objectives: thorough general economic and accounting and auditing training of specialists and their mastery of the principles, means, methods and techniques of accounting for enterprises, as well as the audit of their financial statements.

A result of studying the discipline:

Students should know:

classification and general description of accounting informative methods; role of accounting in the system of management by an enterprise; tools for work of user; principles of accounting; classification of assets; classification of liabilities; organization of the financial account of informative systems; a chart of accounts; balance sheet; organization of the internal checking; theoretical principles of auditing, principles of organization, methods and techniques of auditing.

Students should be able to:

determine the main elements of the method and functions of accounting, distribute economic assets by classification groups; to carry out an estimation and calculation, to organize carrying out inventory; determine the types of balance sheet changes, the content of the balance sheet, determine the classification features of documents, determine the methodology of accounting for major business processes at the stages of movement of enterprise assets, fill in accounting registers and forms of accounting; system of accounts and reflection of business operations in them, the plan of accounts of accounting, to read essence of the accounting reporting, to organize accounting, to describe requirements, concerning the organization of realization and carrying out audits; navigate in the structure of regulatory documents.

2.2. Tasks of the discipline

The study of the discipline “*Accounting and audit*” involves the formation of students' competencies (derived from the educational and professional program):

№	Type of program competencies	Program competence	Code
1	Professional (special)	Ability to manage the organization and its departments through the implementation of management functions.	PC 4
2		Ability to create and organize effective communications in the management process.	PC 8
3		Ability to form and demonstrate leadership qualities and behavioral skills.	PC 10
4		Understand the principles of psychology and use them in professional activities.	PC 12

2.3. Program learning outcomes

As a result of studying the discipline “Human resource management” the student must be able to demonstrate the following learning outcomes (derived from the educational-professional program):

№	Program learning outcomes	Code
1	Describe the content of the functional areas of the organization.	PRN 5
2	Demonstrate skills of interaction, leadership, teamwork.	PRN 9
3	Have the skills to justify effective tools to motivate the organization's staff.	PRN 10
4	Identify the causes of stress, adapt yourself and team members to a stressful situation, find ways to neutralize it.	PRN 14
5	Demonstrate skills of independent work, flexible thinking, openness to new knowledge, be critical and self-critical.	PRN 16

3. Program of Discipline

(confirmed of Scientific Council SNAU protocol №14 from 01.07.2019.)

Content module 1. Theoretic bases of accounting.

1. Theoretic basics of accounting. Introduction to accounting. Meaning of Accounting. Forms of Business Organization. Definition of Accounting. Objective of Accounting. Types of Accounting: Management Accounting, Governmental Accounting, Tax Accounting, Forensic Accounting, Project Accounting, Social Accounting. History of Accounting. Accounting Concepts (Entity Concept, Dual Aspect Concept, Money Measurement Concept, Realization Concept, Going Concern Concept, Accounting Period Concept, Cost Concept, Verifiable Objective Evidence Concept). Basic Accounting Principles and Guidelines. Users of Accounting Information - Internal & External. Accounting Policies

2. Classification of assets. Grouping Assets. Current assets (circulating assets): Cash, Short-term investments, Accounts Receivable, Inventory, Prepayments (Prepaid expenses). Fixed Assets.

3. Liabilities and equity. Grouping liabilities Current liabilities (liabilities; current liabilities; long-term liabilities; operating cycle; three groups of current liabilities; sales tax payable; estimated product warranty payable); long-term liabilities and equity.

4. Accounting equation and double entry system. Description of the main Accounting equation and double entry system. Generic types of accounting transaction (transactions that only affect Assets of the entity, transactions that affect Assets and Liabilities of the entity, transactions that affect Assets and Equity of the entity, transactions that affect Liabilities and Equity of the entity). Accounting Method.

5. Organization of the financial account of informative systems. Balance Sheet. Introducing the Balance Sheet. Structure the Balance Sheet. Description of the main balance sheet items. Balance sheet assets (meaning of balance sheet; component parts of balance sheet; the assets are classified into two main groups; non-current or long-term assets (investments); current or short-term assets; cash assets; short-term finance or investments or readily realizable securities; accounts receivable; production reserves; fixed assets; long-term financial investments). Balance sheet liabilities (balance sheet liabilities; equity capital; debt capital; liabilities items reflect short-term debts; long-term liabilities; other long-term liabilities). Equity capital (equity capital as balance sheet liability element consists of the main items; meaning of equity capital or stock capital; additional capital; a source of the enterprise additional capital; reserve capital) Accounts Payable Turnover Ratio

6. An account. Debits and Credits. Chart of accounts. The account and rules of debit and credit (T-account; the steps in recording and posting the effects of a business transaction). Description the chart of accounts. Classification of accounts

7. Types of accounts. Accounts in an Accounting System. Personal Accounts. Real Accounts. Nominal Accounts. The Contra Accounts. Golden rules of accounting. Accounting for Receivables

8. Accounting Cycle. Steps of accounting Cycle: gathering of information about external transactions from source documents, analysis of the transaction, recording of the transactions in the Journal. The journal (meaning of journal; journal entry; date column; account titles and explanation column; posting reference column; debit column; credit column), posting of the Journals to the General Ledger accounts, preparation of an unadjusted Trial Balance, recording of adjusting Journal Entries and the Posting to the General Ledger, preparation of the Adjusted Trial Balance, preparation of Financial Statements, closing of the Income Statement Accounts to retained earnings, preparation of Post Closing Trial Balance.

Adjusting Entries. Prepaid Expenses. Unearned Revenues. Accrued Revenues. Accrued Expenses.

Closing revenues and expenses accounts. Close expense. Close revenue. The four steps in closing the accounts are: Close revenue accounts by debiting each for its credit balance and crediting Income Summary. Close expense accounts by crediting each for its debit balance and debiting Income Summary. Income Summary is closed into the Capital account by debiting (for a net income) or crediting (for a net loss) the balance.

Content Module 2. The information systems of accounting, and audit.**9. The**

Statements. The main categories of Income Statement. The main income statement items (the income statement; net turnover; production costs of goods sold; gross profit; cost of sales; administrative costs; profit before tax; extraordinary charges and credits; net profit; the elements of undistributed profit)

The Cash Flow Statement. Cash flow from operations. Cash flow from investing activities. Cash flow from financing activities.

10. Automated accounting system. Automated payroll system. Benefits of Automated Accounting Systems. The Payroll Process. Outputs of Payroll System. Financial Process Management. Revenue Management.

11. Basics of auditing. Types of auditors and audits (internal, governmental, and external). Terms and definitions. Principles of auditing. Auditing standards. The auditing process. Audit reports (various audit opinions).

4. Structure of training discipline

Name of content modules and topics	Number of hours					
	total	also				
		Lectures	PC	Labs	IW	
1	2	3	4	5	6	7
Module 1. Theoretic bases of accounting.						
Content module 1						
Topic 1. Theoretic basics of accounting	13	6	2		5	
Topic 2. Classification of assets	9	2	2		5	
Topic 3. Liabilities and equity	9	2	2		5	
Topic 4. Accounting equation and double entry system.	13	4	4		5	
Topic 5. Organization of the financial account of informative system.	11	2	4		5	
Topic 6. An account, Debits and Credits. Chart of accounts	11	4	2		5	
Topic 7. Types of accounts	13	6	2		5	
Topic 8. Accounting Cycle	21	8	8		5	
Total Module 1.	70	18	16		35	
Module 2. The information systems of accounting, and audit.						
Topic 9. The Statements	11	4	6		5	
Topic10. Automated accounting system	12	2	2		5	
Topic 11. Basics of auditing	27	6	2		15	
Total Module 2.	50	12	14		25	
TOTAL	120	30	30		60	

5. Topics and plans of lectures (practical classes, individual work)

№	<i>Name of topics</i>	<i>Quantity of hours</i>
1	Module 1. Theoretic bases of accounting.	34
1	Topic 1. Basics of accounting Plan: 1. Introduction to accounting 2. Forms of Business Organization.	2
2	Topic 1. Basics of accounting Plan: 3. Types of Accounting 4. History of Accounting	2
3	Topic 1. Basics of accounting Plan: 5. Users of Accounting Information - Internal & External 6. Accounting Principles	2
4	Topic 2. Classification of assets Plan: 1. Grouping Assets	2
5	Topic 3. Liabilities and equity Plan: 1. Grouping liabilities 2. Equity	2
6	Topic 4. Accounting equation and double entry system Plan: 1. Accounting equation 2. Types of transactions 3. Double entry system	2
7	Topic 5. Organization of the financial account of informative systems. Balance Sheet Plan: 1. Introducing the Balance Sheet 2. Structure of the Balance Sheet	2
8	Topic 6. An account, Debits and Credits. Chart of accounts Plan: 1. What is an account. 2. Credit and debit are the two fundamental aspects of every financial transaction.	2
9	Topic 6. An account, Debits and Credits. Chart of accounts Plan: 3. Chart of accounts.	2
10	Topic 7. Classification of accounts Plan: 1. Accounts in an Accounting System 2. Personal Accounts 3. Real Accounts 4. Nominal Accounts	2
11	Topic 8. Accounting Cycle. Plan: 1. Accounting cycle: meaning and definition 2. Steps in the Accounting Cycle	2

	3. Adjusting Entries.	
12	<p style="text-align: center;">Topic 8. Accounting Cycle.</p> Plan: Closing revenues and expenses accounts. 8. Close expense 9. Close revenue	2
Module 2. The information systems of accounting, and audit.		12
13	<p style="text-align: center;">Topic 9. The Statements</p> Plan: 1. The main categories of Income Statement. 2. Cash flow from operations 3. Cash flow from investing activities 4. Cash flow from financing activities	2
14	<p style="text-align: center;">Topic 10. Automated accounting system</p> Plan: 1. Automated payroll system 2. Benefits of Automated Accounting Systems 3. Financial Process Management 4. Revenue Management	2
15	<p style="text-align: center;">Topic 11. Basics of auditing</p> Plan: 1. Terms and definitions 2. Principles of auditing 3. Types of auditors and audits. 4. The auditing process. Audit reports.	2
Total:		30

6. Practical classes

№	The name and contents of modules and their components	<i>Quantity of hours</i>
1	2	3
1.	Practical seminar. Basics of accounting	2
2.	Practical seminar. Classification of assets	2
3.	Practical seminar. Liabilities and equity	2
4.	Practical seminar. Accounting equation and double entry system	2
5.	Practical seminar. Accounting equation and double entry system	2
6.	Practical seminar. Organization of the financial account of informative systems. Balance Sheet.	2
7.	Practical seminar. Organization of the financial account of informative systems. Balance Sheet.	2
8.	Practical seminar. An account, Debits and Credits. Chart of accounts	2
9.	Practical seminar. Types of accounts	2
10.	Practical seminar. Accounting Cycle	2
11.	Practical seminar. Accounting Cycle	2
12.	Practical seminar. Accounting Cycle	2
13.	Practical seminar. Accounting Cycle	2
14.	Practical seminar. The Statements	2
15.	Practical seminar. Basics of auditing	2
Total:		30

7. Individual work

1		<i>Quantity of hours</i>
Module 1. Theoretic bases of accounting.		
1	Topic 1. Theoretic basics of accounting 1. Accounting Policies	5
2	Topic 2. Classification of assets	5
3	Topic 3. Liabilities and equity	5
4	Topic 4. Accounting equation and double entry system 1. Accounting Method	5
5	Topic 5. Accounts Payable Turnover Ratio	5
6	Topic 6. Topic 6. An account, Debits and Credits. Chart of accounts 1. Steps in recording and posting the effects of a business transaction	5
7	Topic 7. Accounting for Receivables	5
8	Topic 8. Accounting Cycle. 1. Types of business documentation	5
9	Topic 9. The Statements	5
10	Topic 10. Automated accounting system Accounting Information System	5
11	Topic 11. Basics of auditing 1. Auditing standards.	10
Total:		60

8. Individual task

Preparation for essay topics:

1. Auditing Standards and Principles
2. Intermediate Accounting
3. Cost Accounting
4. Accounting of Not-for-Profit Organizations
5. Balance Sheet
6. Advanced Financial Accounting
7. Managerial Accounting
8. Tax Issues in Property Ownership
9. Issues in International Accounting
10. Principles of Taxation for Auditors
11. Cash Flow Statement
12. Depreciation
13. Communication, Marketing, and Interpersonal Skills for Auditors
14. Financial Accounting
15. Financial Ratios
16. Future Value of a Single Amount
17. Improving Profits
18. Income Statement (Profit and Loss)
19. Inventory and Cost of Goods Sold
20. Lower of Cost or Market
21. The difference between accounts payable and accounts receivable

22. Cash and cash equivalents
23. Balance Sheet Accounts
24. Cost Accounting
25. Manufacturing Overhead

9. Methods of study

1. Methods of learning source of knowledge:
 - 1.1. Verbal: story, explanation, conversation (heuristic and reproductive), lecture, briefing, summarizing, making tables, graphs, supporting lecture notes and so on.
 - 1.2. Visual: demonstration, illustration, observation.
 - 1.3. Practical: practical work, exercise.
2. Methods of studying the nature of logic knowledge.
 - 2.1. Analytic
 - 2.2. Synthesis
 - 2.3. Inductive method
3. Methods of studying the nature and level of independent intellectual activity of students.
 - 3.1. Problem (problem-information)
 - 3.2. Part-search (heuristic)
 - 3.3. Exploratory
 - 3.4. Reproductive
 - 3.5. Explanatory, demonstrative
4. Active learning methods - brainstorming, solving crosswords, competitions, debates, round tables, business games, training, use of problematic situations, tours, group study, self knowledge, simulation methods of learning, training and supervising of tests, the use of basic lectures)
5. Interactive learning technology - the use of multimedia technology, Kahoot, interactive Google tools, MIND mapping, platform MOODLE, Zoom; as well as:
 1. Plan • play and correct basic knowledge and experience of students; • communication of the topic, goals, objectives of the lesson and motivation of learning; • study of new material for mastering skills (training exercises); • primary application of acquired knowledge; • the use of knowledge by students in standard conditions; • creative use of knowledge and skills; • the results of the lesson, homework.
 2. Objective To form the skills and knowledge application.
 3. Active students Fulfillment of mental tasks for analysis, synthesis, comparison, generalization; organization of competitions, educational games.
 4. Logical system of evidence Performing exercises: a) on the model; b) according to the instructions; c) on the instructions of the teacher; poll; joint discussion of issues; case-method, carousel, debate; analysis of professional situations; discussion with brainstorming. Development of features of new professional situations. Training in collaboration.
 5. Prediction of questions method of trial and error, exercises “complete the sentence”
 6. Summing up intermediate conclusions, formulating conclusions orally, talking to students, drawing up summary tables, charts, graphs, forecasts of the situation, testing,
 7. Fixing proposed ideas on the blackboard or with the help of other visual aids, presentation, project method
 8. The ability of students to carry out the conclusions of performing written tasks of a creative nature (reports, abstracts); analysis of the production situations proposed by the teacher.

10. Methods of evaluation

- 1 Rating control a 100-point scale assessment ECTS
2. Implementation of the interim control during the semester (intermediate certification)
3. Polikryterial assessment of the current work of students:
 - The level of knowledge demonstrated in practical laboratory work;
 - Activity when discussing issues submitted to school;
 - Express control during practical classes;
 - Writing papers, essays, reports;
 - The results of testing;
 - Writing assignments during the tests;
 - Industrial situations, case studies and more.

4. Direct incorporation in the final assessment of student performance of certain individual tasks:
 - Educational and practical study of the presentation of results and more.

11. Distribution points that get students

Routine testing and independent work			Total for modules and Individual task	Certification	Final test - exam	Amount
Module 1 - 20 points	Module 2 - 20 points	Individual task				
Content module 1	Content module 2					
T1- T8	T9-T11		55	15	30	100
20	20	15	(40+15)			

Evaluation (points, ECTS, national)

Total points	ECTS	National rating	
		Exams, term paper, practice	credit
90 – 100	A	Excellent	passing
82-89	B	Good	
75-81	C		
69-74	D		
60-68	E	Satisfactory	
35-59	FX	Unsatisfactory	Not passing, but can have second attempt
1-34	F	Poor	Not passing, need add training

12. Methodological literature

1.,,Accounting and audit. Lectures for English-speaking students of Economic and Management Faculty, 3 rd year of study, Specialty 073 "Management".

2. Accounting and audit. Working book for English-speaking students of Economic and Management Faculty, 3 rd year of study, Specialty 073 "Management".

3. Accounting and audit: Methodical guidelines of independent work for 3th course daily form of education, Specialty 073 "Management".

Educational - methodical materials of the course «Accounting and audit» in the distance learning system MOODLE: <https://cdn.snau.edu.ua/moodle/enrol/index.php?id=2450>

Main

1. Delaney, P. R. *CPA Examination Review: Auditing*. New York: John Wiley & Sons, 1994.

2. Robertson, Jack C., and Frederick G. David. *Auditing*. Plano, TX: Business Publications, 1985.

3. Taylor, D. H., and G. W. Glazen. *Auditing: Integrated Concepts and Procedures*. 7th ed. New York: John Wiley & Sons, 1996

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| 5. International accounting and comparative financial reporting : selected essays of Christopher Nobes / Christopher W. Nobes. Cheltenham : Edward Elgar, 1999. |
| 6. "Accounting Principles: A Business Perspective First Global Text Edition, Volume 1 Financial Accounting", Revision Editor: Donald J. McCubbrey, PhD. 2010 Editions
http://globaltext.terry.uga.edu/books/) |
| 7. Analysis of the Operation and Financial Condition of the Enterprise Institute of Professional Financial Managers London, UK. 2009. |
| 8. Accounting organization. Textbook / Edited by VS Lenya. - K.: Center of textbooks, 2006. 696 p. |

Additional

1. Accounting Information Systems 9e / Foundations in Enterprise Risk Management, International Edition, Richard B. Dull, Clemson University, Ulric J. Gelinias, Bentley University, Patrick Wheeler, University of Missouri, 696 p.
2. Financial & Managerial Accounting, International Edition 12e / Carl S. Warren, University of Georgia, James M. Reeve, University of Tennessee, Jonathan Duchac, Wake Forest University, 1408 p.
3. Introduction to Accounting Information Systems, International Edition 8e / James A. Hall, Lehigh University, 840 p.

13. Another sources

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| 1. http://www.axzopress.com/downloads/pdf/156052667xpv.pdf |
| 2. http://www.tutor2u.net/business/accounts/assets_fixedassets_depreciation.asp |

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