



MCAST

Malta College of Arts, Science & Technology

MQF Level 4

BC4-A3-19

MCAST Advanced Diploma in Accounting

Course Specification

Course Description

The Advanced Diploma in Accounting is a two-year programme of studies at Level 4, offered by MCAST, with the possibility for students to become members of the Association of Accounting

Technicians (UK) and attain certification by this international awarding body in the area of Accounting Technicians, once the necessary assessments are carried out and competency successfully achieved in them. These AAT (UK) assessments will also contribute to attaining exemptions when furthering studies onto the ACCA or related programmes of higher education (once the Level 5 Higher Diploma offered by MCAST is completed). The course is intended to provide specialist support staff for employment in Accounting and Finance. Successful students will be qualified to carry out accounting or financial duties in the offices of practising accountants, in industrial and commercial organisations, as well as related work in other financial services organisations. Students will be studying various aspects of accounting practice, management, IT applications, communication, ethics and effective accounting operations.

Programme Learning Outcomes

At the end of the programme the learner will be able to:

- 1. Apply finance administration skills such as double entry bookkeeping, basic costing principles, and purchase, sales and general ledgers;*
- 2. Understand the processes and acquire the skills necessary to carry out the role of a finance officer;*
- 3. Lead a finance team;*
- 4. Apply the appropriate professional ethics required in an accounting environment.*

Entry Requirements

MCAST Diploma in Business

or

4 SEC/O-Level passes/SSC&P (Level 3) passes Compulsory: English Language and Mathematics

Current Approved Programme Structure

Unit Code	Unit Title	ECVET	Year
BCACC-406-2001	Bookkeeping Transactions	6	1
BCACC-406-2002	Bookkeeping Controls	6	1
BCACC-406-2004	Elements of Costing	6	1
BCOFF-406-2003	Office Practice Skills	6	1
BCACC-406-2005	Using Accounting Software	6	1
BCACC-406-2008	Cash Management	6	1
BCACC-406-2010	Work Effectively in Finance	6	1
CDKSK-406-2001	English	6	1
CDKSK-406-2007	Mathematics	6	1
BCCPY-406-2001	Contemporary Issues in Accounting	6	1 & 2
BCWBL-412-2002	Work Based Learning in Accounting	12	1 & 2
BCACC-406-2003	Sage Accounting	6	2
BCACC-406-2006	Advanced Bookkeeping	6	2
BCACC-406-2007	Final Accounts Preparation	6	2
BCACC-406-2009	Management Accounting: Costing	6	2
BCTAX-406-2002	Indirect Tax	6	2
BCICT-406-2001	Spreadsheets for Accounting	6	2
BCACC-406-2011	Ethics for Accountants	6	2
CDKSK-404-1915	Employability and Entrepreneurial Skills	4	2
CDKSK-402-1914	Intrapersonal and Interpersonal Skills	2	2
Total ECVET		120	/

Unit: BCACC-406-2001 Bookkeeping Transactions

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit description

This unit has been designed to introduce learners with no formal accountancy qualifications to the double entry bookkeeping system and the associated documentation and processes. Learners will be taken to the stage of extracting an initial trial balance prior to any adjustments being made.

The unit will enable learners to develop an understanding of double entry bookkeeping and the processes followed to record financial information using the traditional manual system. Learners will also develop a knowledge of the business documents that are used as a source by the finance department to obtain the information required in order to process the entries in the double entry system and produce a first draft trial balance. Furthermore, learners will gain knowledge in the month end procedures that take place in balancing off accounts, transferring totals from the books of prime entry to the general (nominal) ledger and sales and purchase ledgers. The unit will adopt international terminology.

Although there is no formal requirement to do so, it is advised that learners complete this unit or equivalent prior to undertaking the Control accounts, journals and the banking system unit.

Completion of this unit will also provide learners with the knowledge required to undertake the external AAT exam of the same name.

Learning Outcomes

On completion of this unit the student will be able to;

1. Understand the concept of double entry book-keeping system.
2. Identify and explain the purpose of business documents.
3. Understand and complete books of prime entry and memorandum ledgers.
4. Understand and complete the general (nominal) ledger.

5. Balance off general ledger accounts at period end.
6. Extract a preliminary trial balance.

Unit: BCACC-406-2002 Bookkeeping Controls

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit description

Control Accounts, Journals and the Banking System is the second of the two financial accounting modules of the AAT qualification. It is recommended that learners have passed the Processing Bookkeeping Transactions unit (or equivalent) prior to undertaking this unit.

The unit has been designed to build upon the knowledge and skills acquired from Processing Bookkeeping Transactions which covers double entry bookkeeping up to the extraction of an initial trial balance. Control Accounts, Journals and the Banking System focuses in more detail on the cash book and petty cash book and also introduces new topics such as the reconciliation of control accounts. Learners are also required to make adjustments through the journal and redraft the initial trial balance to take account of the adjustments made.

This unit enables learners to further develop their understanding of the double entry bookkeeping system. Learners will also develop the necessary skills to use the journal to record a variety of transactions and learners will need to know how to process transactions through the ledgers, cash book and petty cash book and carry out reconciliation procedures.

The unit will adopt international terminology.

Completion of this unit will also provide learners with the knowledge required to undertake the external AAT exam of the same name.

Learning Outcomes

On completion of this unit the student will be able to

1. Understand the purpose and use of control accounts and journals.
2. Maintain and use control accounts for receivables and payables.

BC4-A3-19 Course Specification

3. Maintain and use the journal to process standard, non-standard and period end transactions.
4. Process daily transactions to cash book and reconcile to the bank statement at period end.
5. Understand the banking process.
6. Understand retention and storage requirements relating to banking documents.

Unit: BCACC-406-2003 Sage Accounting

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit description

This unit is designed to equip learners with the skills, knowledge and competences required to process transactions, perform key accounting functions, and generate reports in the computerised accounting software, Sage Accounts. Sage accounting software is popular with small, medium and large businesses and a qualification linked to it will appeal to employers who use it. Learners with prior knowledge of manual book-keeping will benefit most from the unit. Although there is an expectation that the tutor will provide an overview of key accounting concepts, the emphasis will be on the application of those concepts within a computerised accounting system.

The unit is designed to replicate the sort of challenges experienced by administrators and accountants using Sage Accounts in a business environment. Hence learners, in the first instance, will be required to set up the package so that it suits the reporting requirements of an organisation for a given scenario. This will involve adding new nominal codes, amending existing ones, and adapting the chart of accounts. Learners will then be expected to process a range of financial transactions which impact on the sales, purchase and nominal ledgers. This will involve the posting of invoices and credit notes as well as the recording of receipts and payments.

In a manual system, the performance of key accounting functions can be time-consuming and laborious. In this unit, students will experience the benefits of preparing VAT returns and bank reconciliation statements within a computerised system. In addition, they will set up and maintain systems including one for stock control. This is a module within Sage Accounts which is specifically aimed at retail and manufacturing businesses. Finally, learners will be required to produce a range of reports from departmental analyses to profit and loss statements. Such reports are produced for managers in a commercial setting so that they can ascertain how well their business is performing in a particular area.

Learning Outcomes

On completion of this unit the student will be able to:

1. Implement a suitable structure within Sage Accounts, create customer and supplier accounts, and process invoices, credit notes, receipts and payments.
2. Use Sage Accounts to process a range of financial transactions, perform key accounting functions, and produce reports.
3. Use Sage Accounts to set up and maintain a stock control system, produce and maintain price lists, and carry out a number of customer and supplier processes.

Unit: BCACC-406-2004 Elements of Costing

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit description

The unit is designed to give learners a basic introduction to and to provide a solid foundation in costing. Thus learners will have the relevant knowledge and skills to take forward to the more complex costing and management accounting units that they will study in the future at more advanced levels.

Learners are provided with an awareness of the importance of the costing system as a source of information for internal management decision making. The unit is aimed at providing learners with the knowledge of what constitutes a cost in different organisations. The importance of spreadsheets as a means of preparing and communicating cost information is also highlighted and learners must become adept at using and understanding spreadsheet programmes such as Excel if they wish to pursue a career in accounting. Many of the skills acquired in this unit are transferrable skills such as literacy and numeracy that are necessary in the workplace.

The unit will adopt international terminology. Completion of this unit will also provide learners with the knowledge required to undertake the external AAT exam of the same name.

Learning Outcomes

On completion of this unit the learner will be able to;

1. Understand and complete cost classification and coding within different organisations.
2. Explain, record and extract costs for materials, labour and overheads.
3. Use information technology to record budgeted and actual data.

Unit: BCOFF-406-2003 Office Practice Skills

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit description

This unit will give learners the opportunity to learn the important practical factors that contribute to the effectiveness of an accounting organisation. They will look at these factors objectively and be able to describe how they ensure the success of a busy accounting organization.

The student will study organizational size and how work practices must be changed in accordance with organizational size to be effective. They will look at how insurance offices are laid out to achieve optimum performance. They will analyse the choice of hardware that is available to companies and be able familiar with the usage of this hardware. They will become familiar with all materials that are required to run a busy office, how they are ordered and stock replenished.

All aspects of communication will be looked at, whether it is written or verbal, formal or informal and how to process information correctly and efficiently.

Learners will become confident in certain procedures used in an insurance office like; mail, answering queries from internal and external customers and appointment organisation.

On completion of this unit, learners will understand the practical aspects of an accounting office.

Learning Outcomes

On completion of this unit the student will be able to

1. Describe features of organizational size and office design in an accounting organization.
2. Describe features of effective information and communication in an accounting organization.
3. Describe procedures used by the accounting clerk in an accounting office environment.

Unit: BCACC-406-2005 Using Accounting Software

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit description

Computerised accounting systems are becoming increasingly integral to the financial reporting systems of businesses and other organisations. They speed up the process of recording financial data by automatically updating all relevant accounting records with the input of each transaction. They also enable the instant generation of financial reports for management.

This unit is designed to cover the fundamental principles of computerised accounting systems and will give learners the opportunity to develop knowledge, skills and competences which they may be expected to utilise in the workplace. The unit encompasses the knowledge and practical skills needed to record varying forms of financial transactions including the setting-up of accounting records, inputting financial transactions with credit customers and suppliers and other nominal ledger accounts, dealing with petty cash, the banking system including the bank reconciliation, correct errors and producing a range of financial reports. It is also designed to enable learners to institute and maintain the security of accounting information using passwords and backup routines.

This unit supplements prior knowledge of manual book-keeping systems, in particular, processing financial transactions from the books of original entry through the ledger to the trial balance. However, although such prior knowledge is an advantage, it is not an essential requirement when studying this unit.

Learning Outcomes

On completion of this unit learners will be able to:

1. Set up ledger accounts and input financial data at the beginning of an accounting period.
2. Record individual customer and supplier transactions.

3. Record cash and bank transactions and produce a bank reconciliation statement.
4. Make use journals to input and process financial data including the correction of errors that may occur in computerised data.
5. Produce a range of reports incorporating financial data for use by management.
6. Establish and maintain the safety and security of data held in a computerised accounting system.

Unit: BCACC-406-2006 Advanced Bookkeeping

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit description

The purpose of this unit is to enable the learner to be able to understand and produce an Extended Trial Balance ready for transforming into a set of Financial Statements. It will cover the whole process of accounts preparation from original double-entry book-keeping entries through to the completion of a Trial Balance. Then it will cover the routine adjustments needed to be made to such, so that an Income Statement and a Statement of Financial Position can be prepared.

Included are the book-keeping and adjusting entries necessary for the acquisition, disposal and depreciation of non-current assets, with consequential gains or losses on disposal, as well as those for an accrual of income and expenses and prepayment of income and expenses.

Other issues to be covered are the accounting for opening and closing inventories as well as how an allowance for doubtful debts can be created and thereafter adjusted as required by increasing or decreasing it. The purpose and book-keeping of the Sales Ledger Control Account and Purchase Ledger Control Account will also be included.

The main ethos of the unit is that the candidate should thoroughly understand the book-keeping that underlies the presentation of figures in the financial statements. Although no prior knowledge is necessary, it will build on the units “Processing Bookkeeping transactions” and “Control Accounts, Journals and the Banking Systems”.

Learning Outcomes

On completion of this unit the student will be able to;

1. Account for everyday financial transactions.
2. Record the acquisition of non-current assets.
3. Calculate and record depreciation of non-current assets.
4. Record the book-keeping entries for the disposal of non-current assets.

BC4-A3-19 Course Specification

5. Deal with situations arising out of non-current asset records.
6. Calculate period end adjustments.
7. Record entries in the books ready for a trial balance.
8. Complete an extended trial balance incorporating adjustments.

Unit: BCACC-406-2007 Final Accounts Preparation

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit description

The purpose of this unit is to enable the learner to be able to produce final accounts for both sole traders and partnerships. This will include competency in working out crucial figures for the completion of accounts which are not available within the accounting records. It will also deal with the issues arising connected with Goodwill when there are changes in the partnership's partners. Sole traders and partnerships are not required by law to have annual accounts nor to file accounts for inspection. However, annual accounts are necessary for the Inland Revenue tax returns. This Unit will however allow students to become familiar with a number of core and essential areas that will have particular importance to both Sole Traders and Partnerships. These are can be outlined as being the purchase and disposal of fixed assets, depreciation, dealing with issues arising from fixed asset records, accounting for adjustments, preparing and completing a trial balance and accounting methods used to record assets, liabilities, income, expenses and capital. This Unit is designed to provide learners the necessary technical underpinnings in accounting and its main purpose is to provide students with foundation level specialist knowledge and skills to ultimately gain employment in an accounting role and / or the opportunity to progress to further qualification in accountancy or a related field. At this intermediate level, you'll master more complex financial processes, including final accounts for sole traders and partnerships, reports and returns and professional ethics.

Learning Outcomes

On completion of this unit the student will be able to

1. Ascertain figures which are missing from accounting records.
2. Prepare final accounts for a sole trader.
3. Produce a profit or loss appropriation account for a partnership.
4. Account for changes to partners' capital accounts.
5. Produce a partnership statement of financial position.

Unit: BCACC-406-2008 Cash Management

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit description

The need for good cash management has become more important in today's economic climate and global environment. Organisations that fail to manage their cash appropriately expose themselves to a higher risk of failure than organisations that effectively manage their cash.

This unit has been designed to provide learners with an understanding of the theoretical principles of good cash management and also the practical skills required to undertake the preparation and revision of cash budgets using a range of financial information; to select appropriate sources of finance for cash deficits and suitable investments for cash surpluses.

The unit will enable learners to develop the skills necessary for managing cash balances to ensure the ongoing liquidity of an organisation. Learners will be able to demonstrate these skills by preparing cash budgets which incorporate a variety of adjustments from one period to the next and that enable informed decision-making regarding the borrowing and investing of surplus funds.

Embedded within the unit are some complex calculations and formulae and some of the more obscure accounting terminology which will improve learners' transferrable skills in the areas of numeracy and literacy.

This unit will incorporate international accounting terminology.

Learning Outcomes

On completion of this unit the student will be able to;

1. Identify and explain the difference between cash and profits.
2. Estimate future cash flows using a variety of statistical techniques.
3. Use historical data to identify patterns of behaviour for cash receipts and cash payments.
4. Prepare cash budgets and monitor closing balances.
5. Understand the impact of banks and money markets on liquidity management.
6. Invest surplus funds or raise finance observing organisational policies.

Unit: BCACC-406-2009 Management Accounting: Costing

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit description

This unit is concerned with how organisations record, analyse and report current and future costs and revenue data for use within the organisation. Organisations build up costs and revenues in different ways, varying with the type of industry as well as the measurement rules chosen by the organisation. The learner should understand the meaning and consequence of these different ways of recording costs and revenues and be able to apply them in relevant circumstances.

The first element of this unit focuses on direct costs and revenues, and the second element on indirect or overhead costs. The learner will need to apply both types of cost to the reporting of organisational expenses and the recording and analysis of unit and departmental costs. The third element of this unit is concerned with using cost and revenue information in order to help organisations make decisions. The learner will need to know about cost behaviour and apply this knowledge appropriately to managerial decisions for both short term and long term planning purposes.

Learning Outcomes

On completion of this unit the student will be able to

1. Record and analyse information relating to direct costs and revenues.
2. Record and analyse information relating to the allocation, apportionment and absorption of overhead costs.
3. Prepare and evaluate estimates of costs and revenues.

Unit: BCTAX-406-2002 Indirect Tax

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit Description

The purpose of this unit is to provide the student with an understanding of VAT laws and regulations, as laid down by the HM Revenue and Customs, which would enable the student's employing organisation to be tax compliant with that legislation and submit accurate VAT returns within the prescribed time periods of the tax authority.

The unit will also provide students with an understanding of the implications of an organisation not adhering to the HMRC's laws and regulations which could result in lengthy probationary periods and financial penalties being imposed on the organisation, the level of which would be dependent on the size and nature of the non-compliance. The student will also be able to distinguish between those errors which can be amended in subsequent VAT returns from those which require separate disclosure to the tax authority.

The unit will further provide the student with an understanding of the available sources of VAT material which can be used when guidance is required on technical VAT matters and for keeping up to date with changes in practice or with relevant legislation.

The student will also be able to communicate to relevant individuals the timing of VAT refunds or payments due in order to assist with the process of cash management within the organisation and moreover, advise on any relevant changes to VAT legislation which would affect the recording of transactions within the financial system or business operations.

The unit will enable the student to be competent in dealing with how VAT affects their organisation, by recording and preparing much of the VAT information when unsupervised, and by recognising when they should seek guidance for issues of increased technical complexity.

Learning Outcomes

On completion of this unit the learner will be able to:

1. Understand how VAT laws and regulations affect an organisation.

BC4-A3-19 Course Specification

2. Prepare accurate VAT returns within prescribed timescales.
3. Understand the penalty system for non-compliance with VAT regulations.
4. Communicate VAT information to relevant individuals both within and outside the organisation.

Unit: BCICT-406-2001 Spreadsheets for Accounting

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit description

This is a skills based unit and will allow learners to demonstrate they have the necessary skills to be able to use spreadsheet software competently by developing a deeper understanding of spreadsheet design and the use of spreadsheet features and functions for practical business and accounting use. Learners will use the spreadsheet application to produce spreadsheet outputs to check non-routine spreadsheet problems and as a consequence learners must be able to operate effectively at more than a basic level of competence before commencing this Unit.

The Unit is relevant to learners wishing to further develop their knowledge of spreadsheets as a tool to help provide solutions to common business accounting problems. On completion of the Unit learners will understand how to produce spreadsheets that may be more technically complex in content and analysis, as well as developing the understanding, knowledge and skills required producing them. This Unit will provide the Learner with the ability to use a spreadsheet application designed to analyse and interpret data and information using logical, statistical, financial and mathematical functions. The learner will also be able to use available analysis and auditing tools along with forecasting tools including What If Scenarios, Goal Seek and Data Tables to develop and analyse the spreadsheet.

Learners will carry out formatting and presentation features to prepare the spreadsheet for publication or sharing with other users. This will therefore require learners to be confident in carrying out more advanced formatting, editing and presentation operations with charts and graphs.

Finally, learners should have the underpinning knowledge and understanding to check completed spreadsheets for accuracy in numbers, text and results. The audit formula function will be familiar to learners to support the identification of inaccuracies in formulas and functions.

Learning Outcomes

On completion of this unit the student will be able to

1. Design and use spreadsheets to edit, enter and manage data.
2. Use a range of spreadsheet functions to analyse, interpret and validate data.
3. Present effectively the results of spreadsheets using formatting, presentation and auditing features.

Unit: BCACC-406-2010 Work Effectively in Finance

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit description

The completion of this unit will provide the students with a range of knowledge and skills which would enable them to work effectively within an organisation's accounting and finance functions. The student will develop the ability to work independently or within a team and be capable of preparing financial and non-financial information which is relevant, clear and accurate, enabling informed decisions to be taken by users. The unit will also develop the student's knowledge of how both ethical and sustainability issues affect the work undertaken by an organisation and the business methods it adopts to complete that work. The student should recognise how organisational policies and procedures or those that are specific to the accounting and finance functions, can contribute to the efficient and effective operation of the functions and organisation as a whole. The student must understand that all organisations are required by law to implement legislation which is relevant to individual employees and the environment in which they work; for example, Equal Opportunities legislation would be implemented through organisational policies which provide all individuals with an equal chance of securing employment within the organisation, irrespective of the race, religion, gender or sexual orientation of the individual.

The student should also be able to recognise the legal obligation for employers to provide a safe and secure working environment and the policies which must be implemented to ensure the health and safety of employees is not endangered whilst working. The student should understand that a key role of the accounting and finance functions is to provide the organisation's internal stakeholders with financial and non-financial information which is complete, timely, accurate, relevant and reliable. The student must understand the legal and regulatory obligations of the organisation in the preparation and provision of its financial information, for example, calculations for payroll deductions and Value Added tax must be accurate and also recorded correctly within the organisation's accounting software or penalties will be imposed by the relevant authorities.

Learning Outcomes

On successful completion of this unit the student will be able to:

1. Explain how the accounting and finance functions enable organisations to perform more efficiently and effectively and the impact of organisational policies and procedures on the work they do.
2. Demonstrate the methods used by the accounting and finance functions to communicate effectively with internal and external stakeholders.
3. Illustrate how effective individual and team performance are required to help an organisation achieve its objectives.
4. Evaluate the contribution of knowledge and skills development for improved performance of the individual and organisation.
5. Describe how good ethical principles influence how the organisation and accounting and finance functions operate.
6. Explain how sustainability policies enable organisations to operate more efficiently.

Unit: BCACC-406-2011 Ethics for Accountants

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit description

Professional Ethics is an entirely knowledge-based unit which seeks to ensure that students have an understanding of the principles of ethical working, of what is meant by ethical behaviour when working with internal and external customers, of when and how to take appropriate action following any suspected breaches of ethical codes, and of the ethical responsibility of the accounting and finance professional in promoting sustainability. This Unit recognises the importance of ethics and sustainability in modern business organisations, and that the learner must act and work in an ethical manner. Learners will be able to understand and appreciate the values and importance of: Working within the ethical code applicable to accounting and finance professionals - Ensuring the public have a necessary level of confidence in accounting practices or functions - Protecting their own and their organisation's professional reputation and integrity - Upholding principles of sustainability.

The Unit will further allow learners to develop an understanding of the importance of ethics and sustainability in the modern organisation. This involves first of all recognising the principles on which good behaviour at work is based and understanding what is meant by ethical behaviour. Learners should know when to take action on suspicions or knowledge of unethical behaviour or non-compliance with laws and regulations. In addition, the learner must appreciate how to uphold the principles of sustainability in the workplace. This understanding protects the professional reputation and integrity of both the student and their organisation, and can enhance the public's level of confidence in accounting practices and accounting functions.

Learning Outcomes

On completion of this unit the learner will be able to

1. Explain the fundamental principles of ethical behaviour: integrity, objectivity, professional and technical competence and due care, confidentiality and professional behaviour.
2. Understand ethical behaviour when working with internal and external customers.
3. Understand when and how to take appropriate action following suspected breaches of ethical codes.
4. Understand the ethical responsibility of the finance professional in promoting sustainability.

Unit: BCWBL-412-2002 Work Based Learning in Accounting

Unit Type: Theory Practice Theory and Practice Placement

Credits: 12

Unit description

In this unit learners will be presented with a case study scenario in which they are required to assess the feasibility of a new product for an organisation. As part of this assessment they will be asked to complete a number of management accounting tasks including product costing, budgeting and capital investment appraisal. They will also be required to describe the main features of a budgetary control system and specify the benefits of introducing such a system. All subject areas referred to in these tasks will have been studied as part of other accounting units within the programme. The unit is designed to simulate the sort of scenario that learners may encounter in an employment setting. They will need to identify the information given in the case study that is pertinent to a particular task and disregard information that is not. They will also need to research data that is not provided but which is important for a thorough feasibility study to take place. This may include an awareness of certain legislation including that relating to indirect taxation. It is expected that case study scenarios designed for this unit should be realistic and resemble the sort of dilemma that businesses do face. One way of achieving this is for MCAST to produce scenarios in conjunction with appropriate businesses. To this end, links with industry should be encouraged. In studying this unit, learners will develop knowledge and skills which will prepare them for units at level 5. In addition, they will be in a better position to gain employment in an accounting role.

Learning Outcomes

On completion of this unit the student will be able to:

1. Prepare an action plan for a case study (planning stage).
2. Assess the financial viability of a new product as presented in a case study scenario (development stage).
3. Critically evaluate the work carried out in the planning and development stages (evaluation stage).

Unit: BCCPY-406-2001 Contemporary Issues in Accounting

Unit Type: Theory Practice Theory and Practice Placement

Credits: 6

Unit description

This unit aims to provide the learner with a practical and contemporary perspective of the different areas the programme of studies focusses upon. It is one way how to keep the programme of studies dynamically at par with the ongoing changes which are synonymous with such a programme of studies. The unit aims at continuing to bridge the gap between theory and practice as well as provide the student with the access to the latest developments as they occur within the industry one is nurturing a career in.... and this is done through the direct involvement of key players in industry.

The approach adopted for this unit will be different to the usual lecture approach. Instead it will comprise of a number of guest speakers from different areas of industry who will tackle different aspects of the focus area of studies. Attendance to these talks and seminars will be of paramount importance for this unit. The speaker will provide their own and their organisation's experience in relation to particular management areas and issue.

The unit is spread throughout the programme of study, in a manner as to include all the different events (seminars, thematic talks, conferences, on site visits etc) hence integrating them into one module for which students will have the opportunity to submit two distinct take home assignments.

Learning Outcomes

On completion of this unit the student will be able to:

1. Prepare oneself to the importance of Continuous Professional Development.
2. Garner Knowledge, Understanding and Analysis of different contemporary issues in the specific area of studies.
3. Reflect upon the information obtained from the different events (seminars / talks / on-site visits) and relate it to the respective theories and models.
4. Nurture a disposition towards identifying a specialist area which one may opt to focus on, when embarking on a career in this area of studies.