

University of the West of Scotland

Module Descriptor

Session: 2023-2024

Title of Module: Accountant in Business			
Code: ACCT07002	SCQF Level: 7 (Scottish Credit and Qualifications Framework)	Credit Points: 20	ECTS: (European Credit Transfer Scheme) 10
School:	School of Business and Creative Industries		
Module Co-ordinator:	Maryam Khan		
Summary of Module			
<p>This module, which has no prerequisites, provides you with an understanding of the role of accountancy within its context at the centre of the business function, as well as an appreciation of the wider social, political, legal, economic, and technological environment factors which impact on the organisation. It also introduces you to the non-accountancy specific skills and attributes needed to operate successfully as an accountant in business.</p> <p>The lecturing staff's professional background, areas of interest and scholarship, provides helpful insight into this module.</p> <p>Organisational concepts, organisational culture, effective information systems, role of IT; ethics, governance; macro environmental factors, PEST, micro environmental factors, Porter; the principal business financial/accounting systems, control, security and audit systems; management theory, management and supervision, leadership skills and styles, individuals, groups and teams, motivation, developing personal effectiveness; recruitment and selection.</p> <p>This module is suitable for delivery overseas.</p>			

Module Delivery Method					
Face-To-Face	Blended	Fully Online	HybridC	Hybrid 0	Work-Based Learning
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
See Guidance Note for details.					

Campus(es) for Module Delivery
The module will normally be offered on the following campuses / or by Distance/Online Learning: (Provided viable student numbers permit) (tick as appropriate)

Paisley:	Ayr:	Dumfries:	Lanarkshire:	London:	Distance/Online Learning:	Other:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Add name

Term(s) for Module Delivery

(Provided viable student numbers permit).

Term 1	<input type="checkbox"/>	Term 2	<input checked="" type="checkbox"/>	Term 3	<input type="checkbox"/>
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Learning Outcomes: (maximum of 5 statements)
These should take cognisance of the SCQF level descriptors and be at the appropriate level for the module.

At the end of this module the student will be able to:

L1	Demonstrate knowledge of business organisational structures
L2	Identify the key environmental influences and constraints on business and accounting;
L3	Describe the specific functions of accounting and internal financial control;
L4	Explain the role of the manager in leading and managing individuals and teams;
L5	Explain the role of the manager in recruiting and developing effective employees

Employability Skills and Personal Development Planning (PDP) Skills

SCQF Headings	During completion of this module, there will be an opportunity to achieve core skills in:
Knowledge and Understanding (K and U)	SCQF Level 7 Business organisational structure, governance, and management (broad knowledge); management theories (appreciation of evolving theories);
Practice: Applied Knowledge and Understanding	SCQF Level 7 Identifying appropriate motivational and reward systems (basic /routine)
Generic Cognitive skills	SCQF Level 7 Presenting and evaluating arguments re different leadership and management styles
Communication, ICT and Numeracy Skills	SCQF Level 7 Using a range of communication methods and information technology
Autonomy, Accountability and Working with others	SCQF Level 7 Group work and independently study; carrying out independent research and information gathering.

Pre-requisites:	Before undertaking this module, the student should have undertaken the following:	
	Module Code:	Module Title:
	Other:	
Co-requisites	Module Code:	Module Title:

*Indicates that module descriptor is not published.

Learning and Teaching	
In line with current learning and teaching principles, a 20-credit module includes 200 learning hours, normally including a minimum of 36 contact hours and maximum of 48 contact hours.	
Learning Activities During completion of this module, the learning activities undertaken to achieve the module learning outcomes are stated below:	Student Learning Hours (Normally totalling 200 hours): (Note: Learning hours include both contact hours and hours spent on other learning activities)
Lecture/Core Content Delivery	24
Tutorial/Synchronous Support Activity	24
Independent Study	152
	Hours Total 200
**Indicative Resources: (eg. Core text, journals, internet access)	
<p>The following materials form essential underpinning for the module content and ultimately for the learning outcomes:</p> <p>ACCA Study Text: Paper F1 Accountant in Business (current edition) London BPP Learning Media Ltd</p> <p>ACCA Study Text: Paper F1 Accountant in Business (current edition) London Kaplan Publishing Foulks Lynch</p> <p>Griffin, R. W. and Moorhead, G. Organizational Behaviour (current ed) Boston, Houghton Mifflin</p> <p>Mullins, L.J., Management and Organisational Behaviour (current ed), Harlow, Pearson Education</p>	
(**N.B. Although reading lists should include current publications, students are advised (particularly for material marked with an asterisk*) to wait until the start of session for confirmation of the most up-to-date material)	

Attendance and Engagement Requirements

In line with the [Student Attendance and Engagement Procedure](#): Students are academically engaged if they are regularly attending and participating in timetabled on-campus and online teaching sessions, asynchronous online learning activities, course-related learning resources, and complete assessments and submit these on time.

Equality and Diversity

The University's Equality, Diversity and Human Rights Procedure can be accessed at the following link: [UWS Equality, Diversity and Human Rights Code](#).

Please ensure any specific requirements are detailed in this section. Module Co-ordinators should consider the accessibility of their module for groups with protected characteristics..

(N.B. Every effort will be made by the University to accommodate any equality and diversity issues brought to the attention of the School)

Supplemental Information

Divisional Programme Board	Accounting, Finance and Law
Assessment Results (Pass/Fail)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
School Assessment Board	Accounting, Finance & Law
Moderator	Sharon McGoldrick
External Examiner	Samar Gaad
Accreditation Details	This module contributes to the exemptions from various professional examinations attributable to the Bachelor of Accounting programme. Contact School for current details.
Changes/Version Number	

Assessment: (also refer to Assessment Outcomes Grids below)

The module has two assessable components: A coursework component in the form of an academic report which has a weighting of 30% over the overall aggregate. Students also need to complete a closed book examination component which has a 70% weighting of the overall aggregate.

Assessment 1 Written assignment - note that the pass mark for this element is 40% but where the overall module mark is 40% or more a mark of 35% or over will be counted as a pass.

Assessment 2 Examination - note that the pass mark for this element is 40% but where the overall module mark is 40% or more a mark of 35% or over will be counted as a pass.

(N.B. (i) **Assessment Outcomes Grids** for the module (one for each component) can be found below which clearly demonstrate how the learning outcomes of the module will be assessed.

(ii) An **indicative schedule** listing approximate times within the academic calendar when assessment is likely to feature will be provided within the Student Module Handbook.)

Assessment Outcome Grids (See Guidance Note)

Component 1							
Assessment Type (Footnote B.)	Learning Outcome (1)	Learning Outcome (2)	Learning Outcome (3)	Learning Outcome (4)	Learning Outcome (5)	Weighting (%) of Assessment Element	Timetabled Contact Hours
Report of practical/ field/ clinical work	✓	✓				30	0

Component 2							
Assessment Type (Footnote B.)	Learning Outcome (1)	Learning Outcome (2)	Learning Outcome (3)	Learning Outcome (4)	Learning Outcome (5)	Weighting (%) of Assessment Element	Timetabled Contact Hours
Unseen closed book (standard)	✓	✓	✓	✓	✓	70	2
Combined Total for All Components						100%	2 hours

Footnotes

A. Referred to within Assessment Section above

B. Identified in the Learning Outcome Section above