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| **Week** | **Topic** | **Sub-Topics** | **Assessment** |
| **Term 1** |
| 1 - 2        | **Understanding Accounting Concepts and Conventions:*** Financial literacy:
	+ What are the underpinning accounting concepts and conventions?
	+ What is the accounting process?
* Stakeholder information and decision-making:
	+ Who are the users of accounting information?
	+ How can accounting information be communicated?
	+ Legal structures
* **Innovation**
	+ Emerging trends and opportunities
 | * What is the role of Accounting?
* Assumptions and Characteristics of Accounting:
	+ Qualitative and quantitative characteristics and constraints
	+ Functions of accountants
* What are the Accounting concepts (including Conceptual Framework)?
* What is the Accounting Equation?
	+ Relationship to a double-entry recording process (duality)
	+ Faithful representation
	+ Relevance
	+ Consistency
	+ Materiality
	+ How do transactions impact on the accounting equation?
* What is the Accounting Process?
* Accounting vs Legal Entity
* Influences on Accounting information
* Internal and external users of accounting information
* Impact of the legal entity and accounting entity concepts on sole trader, partnership and company legal structures
* Impact of legal entity concept on reports and stakeholder information needs
* Introduction to the balance sheet as a means for the communication of accounting information, and relationship to accounting concepts
* Impact of needs of internal and external users on accounting information
* Emerging trends and opportunities in accounting and business
 | Formative test |
| 3 - 8  | **Managing Financial Sustainability*** Financial Literacy
	+ How are accounting concepts and conventions applied to produce accounting information?
	+ How is accounting information interpreted for stakeholder use?

**Providing Accounting Advice** | * Preparation of a balance sheet/statement of changes in equity, and income statement
	+ Link between accounting concepts and balance sheet and income statement
	+ Links between the reports
	+ Impact of financial transactions on the accounting information within the reports
	+ How internal and external users might use accounting information in decision-making, including introduction to ratios
* Students analyse business performance by calculating appropriate ratios to measure return and risk, applicable to the balance sheet/statement of changes in equity, and income statement
* Analysis and interpretation of balance sheet, statement of changes in equity, and income statement
* Provision of advice to stakeholders, taking into consideration the impact of social, legal, economic, technological, environmental and/or ethical considerations
 | Formative task for understandingTask: Assessment Type 1: Accounting Concepts and Solutions (10%):Report for business owner |
| 9 - 11 | **Managing Financial Sustainability*** Financial Literacy
	+ How are accounting concepts and conventions applied to produce accounting information?
 | * Ledger Theory
	+ Debit and Credit nature of A, L, OE, R, E
	+ Posting to general ledger accounts
	+ Balancing general ledger accounts
	+ Journals – Cash Receipts, Cash Payments, Sales, Purchases, Sales Returns, Purchases Returns, General Journals
 | Formative task – extension of formative task previously completed, so students can see the accounting process in action |
| **Term 2** |
| 1 - 2 | **Managing Financial Sustainability*** Financial Literacy
	+ How are accounting concepts and conventions applied to produce accounting information?
* Stakeholder information and decision-making
	+ How is accounting information interpreted for stakeholder use?
	+ What role does this play in evaluating business performance?
* Innovation
	+ How can digital and emerging technology be used to manage financial sustainability?

 **Providing Accounting Advice** | * **Subsidiary Ledgers:**
	+ Debtor’s Subsidiary ledger
	+ Debtor’s Control Account
	+ Debtor’s Turnover
	+ Ageing Analysis
* Understanding of the purpose and procedures for controlling debtors
* Use of prudence in relation to debtors
* Use of debtor’s turnover ratio in relation to analysis of debtors and interpretation for stakeholders.
* Impact of debtor’s turnover on cash flow and the difference between profit and cash flow (including accrual accounting concepts) for financial sustainability and business management
	+ The importance of credit control procedures, including screening debtors, determining credit limits, providing discounts and charging interest.
	+ Interpretation of a debtor’s ageing analysis
* Link between digital and emerging technology and the timeliness of accounting information for users, particularly in the context of debtor management and earlier notification of bad and doubtful debts.
* Provision of advice to stakeholders, taking into consideration the impact of social, legal, economic, technological, environmental and/or ethical considerations
 | Task: Assessment Type 1: Accounting Concepts and Solutions (10%): supervised, timed task to unseen data. |
| 2 - 4 | **Managing Financial Sustainability*** Financial Literacy
	+ How are accounting concepts and conventions applied to produce accounting information?
* Stakeholder information and decision-making
	+ How is accounting information interpreted for stakeholder use?
	+ What role does this play in evaluating business performance?
* Innovation
	+ How can digital and emerging technology be used to manage financial sustainability?

**Providing accounting advice** | * **Stock Control:**
	+ Periodic and Perpetual Inventory systems
	+ Stock Cards, including stock adjustments
	+ Basis of inventory Valuation
	+ Management of Stock, including the security of inventory
	+ General journal entries to record stock adjustments
	+ The inventory Control Account.
	+ As a result of stock adjustments, what is the role of the stocktake?
	+ Inventory turnover
	+ Use of lower of cost or net realisable value as an application of the prudence concept.
* Interpretation of inventory turnover for relevant internal and external users
	+ Impact on and management of financial sustainability with relation to inventory
	+ Social, environmental and ethical considerations which may affect decision-making
* Computerised perpetual inventory systems, which allow a real-time indication of stock levels, allowing a business to implement systems such as the just-in-time system to reduce storage costs but still respond to customer needs.
* Provision of advice to stakeholders, taking into consideration the impact of social, legal, economic, technological, environmental and/or ethical considerations
 | Formative Task – extension of formative task previously completed so students can understand the accounting process in action. |
| 5 - 7 | **Managing Financial Sustainability*** Financial Literacy
	+ How are accounting concepts and conventions applied to produce accounting information?
* Stakeholder information and decision-making
	+ How is accounting information interpreted for stakeholder use?
	+ What role does this play in evaluating business performance?
* Innovation
	+ How can digital and emerging technology be used to manage financial sustainability?

**Providing accounting advice** | * Depreciation
	+ Straight Line Method
	+ Diminishing Balance Method
	+ Units of Use Method
	+ Asset Registers
	+ Why is it necessary to account for depreciation?
	+ An understanding of the need to control assets
	+ An understanding of the suitability of the different depreciation methods for different types of assets in order to produce materially accurate information for stakeholder decision-making
	+ The availability of computer software programs to calculate depreciation and to generate financial reports. Enables better decision-making for the users of financial information
* Provision of advice to stakeholders, taking into consideration the impact of social, legal, economic, technological, environmental and/or ethical considerations
 |  Task: Assessment Type 1: Accounting Concepts and Solutions (10%): case study |
| **Term 3** |
| 1 - 4 | **Managing Financial Sustainability*** Financial Literacy
	+ How are accounting concepts and conventions applied to produce accounting information?
* Stakeholder information and decision-making
	+ How is accounting information interpreted for stakeholder use?
	+ What role does this play in evaluating business performance?
* Innovation
	+ How can digital and emerging technology be used to manage financial sustainability?

**Providing accounting advice** | * Balance Day Adjustments
* Prepayments
* Accruals
* Alternative treatment of some BDAs
* Bad and Doubtful Debts
* The use of balance day adjustments to create adjusted account balances to produce classified final reports
* Interpretation of classified reports to evaluate business performance
* Provision of advice to stakeholders, taking into consideration the impact of social, legal, economic, technological, environmental and/or ethical considerations
 |  Task: Assessment Type 1: Accounting Concepts and Solutions (10%):Case study  |
| 5 - 7 | **Managing Financial Sustainability*** Financial Literacy
	+ How are accounting concepts and conventions applied to produce accounting information
* Stakeholder information and decision-making
	+ How is accounting information interpreted for stakeholder use?
	+ What role does this play in evaluating business performance?
* Innovation
	+ How can digital and emerging technology be used to manage financial sustainability?

**Providing accounting advice** | * Cash Control – Budgets, Bank Reconciliations, Breakeven analysis
	+ Nature
	+ Completion of Cash Budget
	+ Completion of Bank Reconciliation
	+ Calculation of break-even point
	+ Analysis of business performance by calculating ratios to measure return and risk
* Sources of finance
	+ Understanding of the differences between external and internal sources of funds and the associated costs, benefits and risks
	+ Implications of sources of finance for an enterprise and its stakeholders
	+ Domestic and global interest rates and impact on sources of finance
* Provision of advice to stakeholders, taking into consideration the impact of social, legal, economic, technological, environmental and/or ethical considerations
 | Task: Assessment Type 2: Providing Accounting Advice (30%):Report for business owner |
| 8 - 10 | **Managing Financial Sustainability*** Financial Literacy
* How are accounting concepts and conventions applied to produce accounting information

**Providing accounting advice** | * Statement of Cashflows
	+ Classification – Operating, Investing, Financing
	+ Completion of Report
	+ Analysis of report
* Provision of advice to stakeholders, taking into consideration the impact of social, legal, economic, technological, environmental and/or ethical considerations
 | Formative task |
| 10 | * Revision
 | * Preparation for exam
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