

UNIVERSITY COURSE SYLLABUS

Academic Year 2018-2019

IDENTIFICATION AND CHARACTERISTICS OF SUBJECT			
ID CODE	500005-en	ECTS Credits	6
Name of Subject (Original)	CONTABILIDAD FINANCIERA I		
Name of Subject (English)	FINANCIAL ACCOUNTING I		
Course and Level	<ul style="list-style-type: none"> • Bachelor's Degree in Business Administration and Management (ADE) • Bachelor's Degree in Economics (ECO) • Bachelor's Degree in Labor Relations and Human Resources (RLRH) • Bachelor's Double Degree in Business Administration and Management and Law (ADE-DERECHO) • Bachelor's Double Degree in Business Administration and Management and Economics (ADE-ECO) • Bachelor's Double Degree in Business Administration and Management and Labor Relations and Human Resources (ADE-RLRH) 		
Centre	Faculty of Economics and Business Administration		
Semester	2	Type	Compulsory
Module	Basic training		
Area / Field	Business		
Academic Personnel.			
Name	Office	E-mail	Web-page
MILANÉS MONTERO, PATRICIA	19	pmilanes@unex.es	-
Knowledge Area / Field	Financial Economy and Accounting		
Department	Financial Economy and Accounting		
Coordinator(s)	MILANÉS MONTERO, PATRICIA		
Skills			
<p>Basic Skills and General Competences:</p> <p>CB1 – Students should have demonstrated and understood a basic level of the knowledge field showing a progress of knowledge from a secondary school level to a higher advanced level using vanguard studies of the field.</p> <p>CB2 – Students should be able to apply their knowledge to their work or vocation in a professional way. Students should possess the skills that are usually demonstrated through argument elaboration and defense and problem solving within their area of study.</p> <p>CB3 – Students should have the ability to collect and interpret relevant data (usually within their area of study) to make judgments that include a reflection on relevant social, scientific or ethical issues.</p> <p>CB4 – Students should be able to transmit information, ideas, problems, and solutions to specialized and non-specialized audiences.</p> <p>CB5 – Students should have developed those learning skills necessary to undertake further studies with a high degree of autonomy.</p> <p>CG2 – Ability to provide rationality for the analysis and description of any aspect of business reality.</p> <p>CG3 – Ability to apply professional criteria based on the management of technical instruments to the analysis of business problems.</p> <p>CG4 – Ability to design, manage and write business projects and to issue advice reports on specific situations of the company.</p> <p>Transversal Skills:</p> <p>CT1 – Ability to manage, analyze, and synthesize.</p> <p>CT2 – Organizational and planning abilities.</p> <p>CT7 – Ability to solve problems.</p> <p>CT8 – Ability to make decisions.</p> <p>CT10 – Ability to work in an interdisciplinary team.</p> <p>CT11 – Ability to work in an international context.</p> <p>CT12 – Ability to develop personal relationships.</p>			

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CT14 – Critical thinking and self-criticism.
 CT17 – Independent learning ability.
 CT28 – Development of skills to learn posterior contents with a high degree of autonomy.

Specific Skills:

CE1– Knowledge of the current accounting frame and application of this frame in the accounting process analysis.
 CE14 – Knowledge and use of the basic accounting principles and tools.

Content

Overview of subject content

Outline the accounting concepts and conventions governing the preparation of accounts and show a knowledge of the double-entry book-keeping process. Let the student understand the preparation of two accounts: The Balance sheet and Income statement

Knowledge Modules

UNIT 1: DEFINITION OF ACCOUNTING.

THEORY:

- 1.1.- What is accounting?
- 1.2.- What does accounting inform about?
- 1.3.- Who does accounting inform to?
- 1.4.- What does accounting inform with?
- 1.5.- How does accounting inform? Phases of basic accounting activity.

Methodology: Explanation by means of lectures with Power-point presentations.

UNIT 2: ACCOUNTING STANDARDIZATION PROCESS. SPANISH GENERAL ACCOUNTING PLAN PRESENTATION.

THEORY:

- 2.1.- Accounting standardization and harmonization process.
- 2.2.- Spanish accounting law.
- 2.3.- Spanish general accounting plan presentation.
- 2.3.1. Structure
- 2.3.2. Accounting framework.

Methodology: Explanation by means of lectures with Power-point presentations.

UNIT 3: EQUITY AND WEALTH. PROFIT/LOSS AND INCOME. CONCEPT AND COMPONENTS

THEORY:

- 3.1.- Definition of wealth and equity.
- 3.2.- Equity components: Goods, rights, obligations and equity.
- 3.3.- Balance sheet. Classification of assets, liabilities and equity under GAP.
- 3.4.- Inventory.
- 3.5.- Definition of income and results.
- 3.6.- Income statement components: income and expenses definition under GAP.

Methodology: Explanation by means of lectures with Power-point presentations.

PRACTICE: Practical exercises.

Methodology: Identification of Equity and Profit/Loss components and elaboration of the Balance sheet and the Income statement.

UNIT 4: THE ACCOUNTING METHOD. ACCOUNTS, ENTRIES AND ACCOUNTING BOOKS.

THEORY:

- 4.1.- Accounting events.

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- 4.2.- The account as an instrument of representation and measurement of equity items.
 4.3.- Double-entry book-keeping process.
 4.4.- The accounting books: Journal and Ledger.
 4.5.- The value-added tax (VAT) accounting.

Methodology: Explanation by means of lectures with Power-point presentations.

PRACTICE: Practical exercises.

Methodology: The accounting treatment of equity and profit/loss items. The accounting books presentation.

UNIT 5: RECOGNITION AND MEASUREMENT CRITERIA.

THEORY:

- 5.1.- Speculative and administrative methods.
 5.2.- Inventories and Property plant and equipment initial measurement criteria.

Methodology: Explanation by means of lectures with Power-point presentations.

PRACTICE: Practical exercises.

Methodology: The accounting treatment of inventories following speculative and administrative methods and the application of recognition and measurement standards.

UNIT 6: THE ACCOUNTING CYCLE.

THEORY:

- 6.1.- Accounting process phases:
 6.2.1.- Opening phase.
 6.2.2.- Development phase.
 6.2.3.- Conclusion phase.
 6.3.- Accounting squares in conclusion phase.

Methodology: Explanation by means of lectures with Power-point presentations.

PRACTICE: Practical exercises.

Methodology: Practical exercises about the basic accounting process concluding with the elaboration of the Balance Sheet and Income statement.

Learning activities

Students' working hours		Face-to-face		Follow-up	Autonomous
Unit or activity	Total	LEC	SL	PT	P
1 Theory	8	3			5
1 Practice	0	0			0
2 Theory	8	3			5
2 Practice	0	0			0
3 Theory	12	5			7
3 Practice	11	4			7
4 Theory	10	4			6
4 Practice	19	7			12
5 Theory	8	4			4
5 Practice	8	4			4
6 Theory	16	8			8
6 Practice	25	8			17
Joint Evaluation	25	10			15
Total	150	60			90

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LEC: Lecture in large group (100 students).
 SL: Seminar or Laboratory (hospital clinic placements = 7 students; field or laboratory work = 15; computer simulations or language lab = 30, case studies or problem-solving sessions = 40).
 PT: Programmed tutorial sessions (follow-up sessions, ECTS tutorial hours).
 P: Personal study, individual or group work and course reading.

Methodology

1. Expositive method, consisting of the presentation of the course contents under study by the instructor. It also includes examples of problem solving by the instructor.
2. Problem-solving method. The professor sets out a problem and helps students to understand it, and students collaboratively try to find a solution by applying problem-solving techniques
3. Case studies, projects and experiments
4. Collaborative activities based on digital resources and tools, particularly those available on the Campus Virtual de la UEx
- 5.- Learning/evaluation situation in which the students perform some tests to reinforce their learning and as an evaluation tool.

Learning Outcomes

This subject allows the student to obtain an introductory knowledge of financial accounting: the accounting concepts, the accounting method, the phases of the accounting cycle, and the preparation of two annual accounts.

Assessment and Grading Policies

The student will be assessed on the theory (30% of the final grade) and the practice (practical exercise: 70% of the final grade). These two exams must be passed to incorporate the score to the final grade.

- The theoretical exam: The student will be able to pass the theoretical part of the subject:
 - As a “presential student” (continuous evaluation), that is to say, doing two theoretical partial exams during the course. To be able to do these partial exams the student has to present the activities proposed by the teacher. In addition, to be able to do the second partial exam, the student must obtain a grade of at least 4 out of 10 points, in the first one. To pass the theory in this assessment method the student must also obtain a grade of at least 4 out of 10 points in the second partial exam and an average final grade of at least 4 out of 10 points.
If the student passes the theory as a “presential” student but he/she doesn’t pass the practice in the first call, he/she will be able to keep the theoretical score until the extraordinary call.
 - As a “non-presential student” (non-continuous evaluation): If the student doesn’t pass the theory as a “presential student”, he/she will be able to do the final theoretical exam. The student must obtain a grade of at least 5 out of 10 points to pass the theory in this assessment method.
- The practical exam: This exam will consist of a written practical examination in the official calls.

In both assessment methods, students must achieve a minimum overall final grade of 5 points on a grading scale from 0 to 10 in order to pass the course.

Bibliographic References

BIBLIOGRAPHY in English:

- PLAN GENERAL CONTABLE ESPAÑOL EN INGLÉS. SPANISH GENERAL ACCOUNTING PLAN. Madrid: Ministerio de Economía. Instituto de Contabilidad y Auditoría de Cuentas (ICAC).
- BRITTON, A. AND WATERSON, C. (2010): Financial Accounting, 5th Edition, London: Financial Times Prentice Hall.

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- REVERTE, C. (2014): Exercises of Financial Accounting. Ecobook Editorial del Economista.

BIBLIOGRAPHY in Spanish:

- AMADOR FERNÁNDEZ, S. Y ROMANO APARICIO, J. (2008). Manual Del Nuevo Plan General Contable. Ed. CEF.
- ARQUERO MONTAÑO, J.L., JIMÉNEZ CARDOSO, S.M. y RUIZ ALBERT, I. (2011), Introducción a la Contabilidad Financiera. Ed. Pirámide.
- CERVERA OLIVER, M., GÓNZALEZ GARCÍA, A. y ROMANO APARICIO, J. (2008), Contabilidad Financiera. Ed. CEF.
- MUÑOZ MERCHANT, A. (2008). Fundamentos de Contabilidad, Editorial Universitaria Ramón Areces, 2ª Edición.
- PLAN GENERAL DE CONTABILIDAD y de PYMES, R.D. 1514/2007 y 1515/2007 DE 16 DE NOVIEMBRE. BOE Nº 278 DE 20 DE NOVIEMBRE.
- WANDER-BERGHE LOZANO, J.L. BAÑON, C., BELTRÁN, E. y otros (2008), Contabilidad Financiera. Nuevo Plan General de Contabilidad y de PYMES. Ed. Pirámide.
- GONZÁLEZ BRAVO, M.I. y GARCÍA SÁNCHEZ, I.M. (2010): Aplicación práctica del PGC/2008. Edición electrónica gratuita disponible en <http://www.eumed.net/libros-gratis/2010d/767/>

Learning Tools and Additional Material

Learning Tools

Throughout the course, the professor will provide other suitable material (theoretical and practical pdf handouts) via Campus Virtual de la UEx > <https://campusvirtual.unex.es/portal/>

Additional teaching material

Electronic resources:

- <http://www.icac.meh.es/>
- <http://aeca.es/>
- <http://www.ifrs.org/groups/international-accounting-standards-board/>

Tutorial Schedule

Programmed Tutorial Hours:

Free-access Tutorial Hours:

Professor: PATRICIA MILANÉS MONTERO

Office: 19 (Department Building / Edificio Departamentos)

Office hours can be checked at the Faculty of Economics and Business Administration webpage >>

<https://www.unex.es/conoce-la-uex/centros/eco/centro/profesores>

Appointments can be arranged outside of these times. Email, phone or see me after class to schedule an appointment.

Recommendations for Students

Attendance, timeliness and participation in class discussion are expected.

Students daily attendance to classes is recommended to be able to understand the course as well as the students weekly personal study.

The main means for document exchange and delivery of work will be the UEx Virtual Campus platform, through which resources will be made available for study and delivery deadlines for works, activities, etc.

The instructor will communicate through the UEx Virtual Campus different news related to the course.

Thus, it is advisable to check it frequently, and also the UEx email account, to monitor the course properly.