

PROGRAMME SPECIFICATION

Bachelor of Science with Honours (Fnd) in Accounting and Finance

Awarding institution	Liverpool John Moores University
Teaching institution	LJMU
UCAS Code	N401
JACS Code	N400
Programme Duration	Full-Time: 4 Years, Sandwich Thick: 5 Years
Language of Programme	All LJMU programmes are delivered and assessed in English
Subject benchmark statement	Accounting 2007
Programme accredited by	Association of Chartered Certified Accountants (ACCA); Chartered Institute of Management Accountants (CIMA); Institute of Chartered Accountants in England & Wales (ICAEW); Chartered Institute of Public Finance & Accountancy (CIPFA)
Description of accreditation	Graduates will be granted exemptions from specified professional examinations of the above professional accounting bodies. Professional exemptions attributed to this programme can be found on the specific accounting professional body website.
Validated target and alternative exit awards	Bachelor of Science with Honours (Fnd) in Accounting and Finance Bachelor of Science with Honours (SW) (Fnd) in Accounting and Finance Diploma of Higher Education (Fnd) in Accounting and Finance Diploma in Higher Education (SW) (Fnd) in Accounting and Finance Certificate of Higher Education (Fnd) in Accounting and Finance
Programme Leader	Martin Hudson

Educational aims of the programme

The specific aims of the Accounting and Finance degree programme are to enable the student to:

1. Undertake a rigorous study of the theories and techniques related to accounting and financial management,
2. Acquire and develop the practical skills that are essential within an accounting and financial environment,
3. Define a course of study in accounting, finance and related subject areas that reflects their particular interests,
4. Develop the personal and key skills that will improve their ability to work effectively on their own and within teams, and to be able to meet the challenges of working in a changing environment,
5. Prepare either for a career in accounting, finance and related business disciplines or for further relevant academic study.
6. Engage with the development of employability skills by completing a self-awareness statement.

Alternative Exit/ Interim Award Learning Outcomes - Certificate of Higher Education (Fnd)

A student who is eligible for this award will be able to:

Apply the core techniques of both financial and management accounting.
Understand the key principles of economics and its relevance to accounting and finance.
Apply basic quantitative techniques that are relevant to accounting & finance.
Appreciate the academic and professional skills related to accounting and finance.

Alternative Exit/ Interim Award Learning Outcomes - Diploma of Higher Education (Fnd)

A student who is eligible for this award will be able to:

Understand and apply both current financial accounting regulations and interediate management accounting techniques.
Comprehend and employ the core techniques used in finance.
Understand the legal context of accounting and finance.
Describe the structures, functions, processes and leadership within business organisations.
Understand and apply IT software relevant in accounting/finance.
Students will be entitled to a Diploma in Higher Education (SW) on the successful completion of a placement year

Target award Learning Outcomes - Bachelor of Science with Honours (Fnd)

A student successfully completing the programme of study will have acquired the following subject knowledge and understanding as well as skills and other attributes.

A student who is eligible for this award will be able to:

1. Explain the legal, social and economic environment underpinning the subject areas
2. Apply basic and more complex accounting techniques
3. Apply the Regulatory Framework of Accounting to various situations
4. Understand the theory underpinning accounting
5. Identify and use current research in technical and theoretical areas of accounting
6. Apply decision-making techniques in the corporate environment with regard to investment appraisal, risk management and financial structure
7. Identify and use decision making tools to review organisational performance
8. Critically evaluate, analyse and interpret complex technical data
9. Make decisions based on complex technical data
10. Develop rational and cogent arguments concerning complex accounting/financial situations
11. Critically assess accounting and finance theory and practice in the context of the social, economic and political environment
12. Find and select appropriate information from a variety of sources
13. Use specific IT software packages relevant for accounting and finance
14. Use basic quantitative techniques and statistical analysis
15. Carry out independent research through the effective use of available journals
16. Apply a range of basic and more advanced techniques of both financial and management accounting
17. Employ decision-making techniques with regard to investment appraisal, financial structure and risk-management decisions in a corporate context
18. Use relevant IT software packages for accounting and finance
19. Communicate effectively both orally and in writing, in manners appropriate to the target audience
20. Participate effectively in a group and make group presentations
21. Work independently
22. Manage time effectively, plan and prioritise work, and meet deadlines
23. Develop a thoughtful and analytical approach when looking at any financial issues and decisions

Teaching, Learning and Assessment

The methods used to enable outcomes to be achieved and demonstrated are as follows:

Acquisition of knowledge is through lectures, workshops and seminars. Within workshops and seminars the use of individual exercises, group based work, case study work and IT based work is utilised. Throughout the programme, students are encouraged to undertake independent reading both to supplement and consolidate what is being taught and to broaden their individual knowledge and understanding.

Testing of the knowledge base is through a combination of unseen written examinations and assessed courseworks.

There is a balance and mix of courseworks across the programme which include: essays, individual/group reports, individual/group presentations, IT-based projects.

Throughout the programme teaching involves group discussions, case study work and scenario based work which are specifically designed to encourage students to think critically, to consider alternative points of view and to apply knowledge.

Unseen written examinations and courseworks are designed to provide opportunities for students to demonstrate their intellectual skills.

The acquisition of practical skills will be developed within individual modules via workshop/seminar activities combined with VLE activities.

Unseen written examinations and courseworks are designed to allow the students to demonstrate their individual research and wider reading.

Core modules on the programme test these particular skills by a combination of IT based project work, unseen written examinations and courseworks.

Transferrable skills will be developed throughout the programme. The programme will provide students the opportunity to develop a range of skills and attributes appropriate for a career within accounting and finance.

Transferrable skills will be assessed through a number of modules. The nature of the discipline will mean that students will have to deal with complex information within assessments. This information will often be numerical in nature with students applying the correct problem solving techniques to achieve the learning outcome. Oral presentations will also play an integral role across a number of modules.

Formative assessment will be used to encourage students "to think on their feet" and evaluate performance.

Summative assessments will further develop and enhance skills in research and IT application.

Programme structure - programme rules and modules

The programme is offered as a four-year full-time or five-year sandwich programme.

The programme operates within the University Academic Framework and is divided into study units called modules. Modules at level 3 have a credit value of 30 credits. All modules on the programme from level 4 to level 6 have a credit value of 20 credits.

Each 30 credit module represents 300 hours of student learning, study, revision and assessment.

Each 20 credit module represents 200 hours of student learning, study, revision and assessment. A 20 credit module would attract class contact hours in the range of 20-50 hours depending upon the nature of the subject being studied.

A student studies for 120 credits in each academic year. 480 credits (four-year programme) or 600 credits (five-year sandwich programme, comprising of a year long industry placement), are needed for the award of BSc (Hons) Accounting and Finance. Students that take the four-year sandwich (comprising of a year long industry placement) will be expected to complete 5006LBSAF Placement Year module whilst on placement.

The programme will offer the opportunity of an additional study year abroad following Level 5 study at LJMU. Students will be enrolled on the 600 credit programme. Of those 600 credits, 120 will be taken via a Level 5 study abroad module (5007LBSAF). The modules to be studied in the host institution must be agreed in advance. The grade for this module will be determined by the Faculty Recognition Panel upon receipt of a transcript from the host institution. The Level 5 mean for the final award mark will be calculated based upon the 240 credits at Level 5.

Students can choose either the study year abroad or the year long industry placement.

If students achieve 240 credits (120 credits at Level 4 and 120 credits at Level 5) they can be awarded the Diploma of Higher Education (DipHE) as an alternative/exit award. Students that achieve 240 credits plus the completion of a year long industry placement can be awarded the Diploma of Higher Education Sandwich (DipHE S/W).

If students achieve 120 credits at Level 4 they can be awarded the Certificate of Higher Education (CertHE) as an alternative/exit award.

Level 6	Potential Awards on completion	Bachelor of Science with Honours (Fnd)
Core	Option	Award Requirements
6000LBSAF Advanced Financial Accounting (20 credits) 6001LBSAF Strategic Management Accounting (20 credits) 6002LBSAF Corporate Finance (20 credits) 6003LBSAF Managing People and Organisations (20 credits)	6004LBSAF Taxation (20 credits) 6005LBSAF Auditing & Assurance (20 credits) 6006LBSAF Personal Finance (20 credits) 6007LBSAF International Finance (20 credits)	80 core credits at level 6 40 option credits at level 6
Level 5	Potential Awards on completion	
Core	Option	Award Requirements
5000LBSAF Financial Accounting (20 credits) 5001LBSAF Management Accounting for Decision Making (20 credits) 5002LBSAF Financial Management (20 credits) 5003LBSAF Data Analysis for Accounting (20 credits) 5004LBSAF Developing Employability (20 credits) 5005LBSAF Law for Accountants (20 credits)		120 core credits at level 5 0 option credits at level 5
Level 4	Potential Awards on completion	
Core	Option	Award Requirements
4000LBSAF Introduction to Financial Accounting (20 credits) 4001LBSAF Business Mathematics & Statistics (20 credits) 4002LBSAF Introduction to Economics (20 credits) 4003LBSAF Academic & Professional Awareness (20 credits) 4004LBSAF Introduction to Financial Reporting & Corporate Governance (20 credits) 4005LBSAF Management & Cost Accounting (20 credits)		120 core credits at level 4 0 option credits at level 4
Level 3	Potential Awards on completion	
Core	Option	Award Requirements
3001FNDLBS Integrated Skills for Higher Education (30 credits) 3002FNDLBS Business Foundations (30 credits) 3003FNDLBS Understanding Business Context (30 credits) 3004FNDLBS Business Project (30 credits)		120 core credits at level 3 0 option credits at level 3

Information about assessment regulations

All programmes leading to LJMU awards operate within the University's Academic Framework.
<https://www.ljmu.ac.uk/about-us/public-information/academic-quality-and-regulations/academic-framework>

Opportunities for work-related learning (location and nature of activities)

Work-related learning (WRL) comprises four elements:

1. Learning about oneself
2. Learning and practising skills
3. Experiencing the world of work
4. Experiencing and learning how to manage oneself in a range of situations

These are addressed within the programme by both the continuing development of graduate skills that are embedded within the programme, by campus-based WRL and by offering opportunities for off-campus WRL.

The programme also delivers campus-based WRL through core modules at Level 4: 4003LBSAF Academic & Professional Awareness will expose students to skill development appropriate within accounting/finance and will provide students with opportunities to network with employers/professional accounting bodies.

At Level 5 the 5003LBSAF Data Analysis for Accounting module will provide students with practical skills that are expected within the profession and the 5002LBSAF Financial Management module provide students with opportunities to review 'real-world' financial transactions, from which they then produce suitable management reports.

In addition, campus-based WRL is available to students on the programme in a number of option modules, including:

6002LBSAF Auditing & Assurance

This module provides students with access to an auditing simulation and will be used for formative assessment. Through the use of this simulation students will gain a better understanding of the auditing process within a business.

6007LBSAF International Finance

This module exposes students to a range of real work 'simulations' that develop a range of graduate skills.

Students on the programme also have the opportunity to experience the world of work (off-campus WRL) via the Accounting & Finance Optional Sandwich Placement Year.

Students who take the option of the placement year work in a full-time job in industry for a minimum of 48 weeks, in an accounting/finance role. They enter into a learning agreement between themselves, their employer and LBS concerning their personal and professional skill development. Students complete regular learning logs which are assessed by both their LBS and workplace supervisors.

Criteria for admission

A/AS Level

72 UCAS tariff points from a minimum of 2 A Levels. Maximum of 20 AS points accepted.

BTEC National Diploma

72 UCAS Tariff points

Irish Leaving Certificate

72 UCAS tariff points with a maximum 20 UCAS Tariff points from Ordinary Level

Scottish Higher

72 UCAS points to include Advanced Higher

International Baccalaureate

24 IB Diploma points

Access

At least 24 Merits and 21 Passes or any other combination which equates to 72 UCAS Tariff points in a relevant subject

Other

Prior to starting the programme applicants must have obtained grade 4 or grade C or above in English Language and Mathematics GCSE or an approved alternative qualification:

- Key Skills Level 2 in English/ Maths
- NVQ Level 2 Functional skills in Maths and English Writing and or Reading
- Skills for Life Level 2 in Numeracy/English
- Higher Diploma in Maths/ English

- Functional skills Level 2 in Maths/ English
- Northern Ireland Essential Skills Level 2 in communication or Application of Number
- Wales Essential Skills Level 2 in Communication or Application of Number

Mature entry

Applications are welcomed from mature and non-standard applicants, who will be considered on an individual basis. These applicants may be required to submit an essay and/or attend an interview, and should demonstrate potential and motivation and/or have relevant experience

Overseas qualifications

International applications will be considered in line with UK qualifications.

Any Applicant whose first language is not English will be required to have IELTS 6.0 (minimum 5.5 in each component).

External Quality Benchmarks

All programmes leading to LJMU awards have been designed and approved in accordance with the UK Quality Code for Higher Education, including the Framework for Higher Education Qualifications in the UK (FHEQ) and subject benchmark statements where applicable.

The University is subject to periodic review of its quality and standards by the Quality Assurance Agency (QAA) Published review reports are available on the QAA website at www.qaa.ac.uk

Programmes which are professionally accredited are reviewed by professional, statutory and regulatory bodies (PSRBs) and such programmes must meet the competencies/standards of those PSRBs.

Support for students and their learning

The University aims to provide students with access to appropriate and timely information, support and guidance to ensure that they are able to benefit fully from their time at LJMU. All students are assigned a Personal Tutor to provide academic support and when necessary signpost students to the appropriate University support services.

Students are able to access a range of professional services including:

- Advice on practical aspects of study and how to use these opportunities to support and enhance their personal and academic development. This includes support for placements and careers guidance.
- Student Advice and Wellbeing Services provide students with advice, support and information, particularly in the areas of: student funding and financial matters, disability, advice and support to international students, study support, accommodation, health, wellbeing and counselling.
- Students studying for an LJMU award at a partner organisation will have access to local support services

Methods for evaluating and improving the quality and standards of teaching and learning

Student Feedback and Evaluation

The University uses the results of student feedback from internal and external student surveys (such as module evaluations, the NSS and PTES), module evaluation questionnaires and meetings with student representatives to improve the quality of programmes.

Staff development

The quality of teaching is assured through staff review and staff development in learning, teaching and assessment.

Internal Review

All programmes are reviewed annually and periodically, informed by a range of data and feedback, to ensure quality and standards of programmes and to make improvements to programmes.

External Examining

External examiners are appointed to programmes to assess whether:

- the University is maintaining the threshold academic standards set for awards in accordance with the FHEQ and applicable subject benchmark statements
- the assessment process measures student achievement rigorously and fairly against the intended outcomes of the programme(s) and is conducted in line with University policies and regulations

- the academic standards are comparable with those in other UK higher education institutions of which external examiners have experience
- the achievement of students are comparable with those in other UK higher education institutions of which the external examiners have experience

and to provide informative comment and recommendations on:

- good practice and innovation relating to learning, teaching and assessment observed by external examiners
- opportunities to enhance the quality of the learning opportunities provided to students

Please note:

This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided. More detailed information on the learning outcomes, content, teaching, learning and assessment methods of each module can be found in module and programme guides.