

# PROGRAMME SPECIFICATION

## Bachelor of Science with Honours in Accounting and Finance

<b>Awarding institution</b>	Liverpool John Moores University
<b>Teaching institution</b>	LIVERPOOL JOHN MOORES UNIVERSITY
<b>UCAS Code</b>	N420
<b>JACS Code</b>	N400
<b>Programme Duration</b>	
<b>Language of Programme</b>	All LJMU programmes are delivered and assessed in English
<b>Subject benchmark statement</b>	Accounting 2007
<b>Programme accredited by</b>	Institute of Chartered Accountants in England & Wales (ICAEW); Association of Chartered Certified Accountants (ACCA); Chartered Institute of Management Accountants (CIMA); Chartered Institute of Public Finance & Accountancy (CIPFA)
<b>Description of accreditation</b>	Graduates will be granted exemptions from specified professional examinations of the above professional accounting bodies. ICAEW: <a href="http://www.icaew.com/en/qualifications-and-programmes/partners-in-learning/icaew-higher-education-institutions/recognised-partners-in-learning-heis">http://www.icaew.com/en/qualifications-and-programmes/partners-in-learning/icaew-higher-education-institutions/recognised-partners-in-learning-heis</a> ACCA: <a href="https://portal.accaglobal.com/accrweb/faces/page/public/accreditations/enquiry/main/EnqInstitutionsTable.jspx">https://portal.accaglobal.com/accrweb/faces/page/public/accreditations/enquiry/main/EnqInstitutionsTable.jspx</a> CIMA: <a href="http://www.cimaglobal.com/Study-with-us/Exemptions/Exemption-search/Liverpool-John-Moores-University/">http://www.cimaglobal.com/Study-with-us/Exemptions/Exemption-search/Liverpool-John-Moores-University/</a> CIPFA: <a href="http://www.cipfa.org/Training-and-Qualifications/Qualifications/Professional-Qualification/Entry-requirements-and-routes">http://www.cipfa.org/Training-and-Qualifications/Qualifications/Professional-Qualification/Entry-requirements-and-routes</a>
<b>Validated target and alternative exit awards</b>	Bachelor of Science with Honours in Accounting and Finance  Bachelor of Science with Honours (SW) in Accounting and Finance  Bachelor of Science in Accounting and Finance  Bachelor of Science (SW) in Accounting and Finance  Diploma of Higher Education in Accounting and Finance  Certificate of Higher Education in Accounting and Finance
<b>Programme Leader</b>	Lucy McGrath

## Educational aims of the programme

The purpose of the Accounting and Finance degree programme is to enable the student to:

Undertake a rigorous study of the theories and techniques related to accounting and financial management,

Acquire and develop the practical skills that are essential within an accounting and financial environment,

Define a course of study in accounting, finance and related subject areas that reflects their particular interests,

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,

Prepare either for a career in accounting, finance and related business disciplines or for further relevant academic study.

To encourage students to fully engage with the World of Work programme, including the World of Work Skills Certificate and, as a first step towards this, to complete Bronze (Self Awareness) Statement.

## **Alternative Exit/ Interim Award Learning Outcomes - Certificate of Higher Education**

*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 micro- and macro- economics and their relevance to accounting and finance

Apply basic quantitative techniques that are relevant to accounting & finance

Appreciate the skills and management awareness related to accounting and finance

## **Alternative Exit/ Interim Award Learning Outcomes - Diploma of Higher Education**

*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 of investment decision-making

Understand financial modelling and the use of specialist accounting software

Understand the legal context of accounting and finance

Describe the structures, functions and processes regarding the finance of business organisations

## **Target award Learning Outcomes - Bachelor of Science with Honours**

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

### **Knowledge and understanding**

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

A1. The legal, social and economic environment underpinning the subject areas

A2. Basic and more complex accounting techniques

A3. The necessity for the Regulatory Framework of Accounting

A4. The theory underpinning accounting

A5. The current research in technical and theoretical areas of accounting

A6. Decision-making techniques in the corporate environment with regard to investment appraisal, risk management and financial structure

A7. The objectives of a firm and the ability to facilitate these through the use of decision making tools

### **Teaching, learning and assessment methods used to enable outcomes to be achieved and demonstrated**

Acquisition of knowledge (A1-A7) is through lectures supported by tutorials/workshops. Within tutorials most innovations are developed with the use of individual exercises, group based work, case study work, IT based work, use of videos/DVDs, articles etc. 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

### **Assessment**

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 using both general and specialist software, investment trading simulations etc

## **Skills and other attributes**

### **Intellectual Skills**

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

B1. Critically evaluate, analyse and interpret complex technical data

B2. Make decisions based on complex technical data

B3. Develop rational and cogent arguments concerning complex accounting situations

B4. Critically assess accounting and finance theory and practice in the context of the social, economic and political environment

### **Teaching, learning and assessment methods used to enable outcomes to be achieved and demonstrated**

Intellectual skills (B1-B4) are developed through the teaching and learning programme outlined above.

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

### **Assessment**

Unseen written examinations and courseworks are designed to provide opportunities for students to demonstrate their intellectual skills (B1-B4).

## **Professional practical skills**

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

C1. Find and select appropriate information from a variety of sources

C2. Use specific accounting software packages and other relevant IT packages

C3. Use basic quantitative techniques and statistical analysis

C4. Carry out independent research through the effective use of available journals

C5. Apply a range of basic and more advanced techniques of both financial and management accounting

C6. Employ decision-making techniques with regard to investment appraisal, financial structure and risk-management decisions in a corporate context

### **Teaching, learning and assessment methods used to enable outcomes to be achieved and demonstrated**

Practical skills are developed through the teaching and learning programme outlined above:

C1/C4: All students receive initial guidance on effective use of the available learning resources. This is continued throughout the programme by tutors providing module handbooks that contain guidance on relevant literature and alternative information sources.

C2,C3, C5, C6: All students study core modules which were specifically designed to ensure that all students have these skills

### **Assessment**

C1 and C4: Unseen written examinations and courseworks are designed to allow the students to demonstrate their individual research and wider reading

C2, C3, C5, C6: Core modules on the programme test these particular skills by a combination of IT based project work, unseen written examinations and courseworks

## **Transferable / key skills**

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

D1. Use accounting and other relevant IT software packages

D2. Communicate effectively both orally and in writing, in manners appropriate to the target audience

D3. Participate effectively in a group and make group presentations

D4. Work independently

D5. Manage time effectively, plan and prioritise work, and meet deadlines

D6. Develop a thoughtful and analytical approach when looking at any financial issues and decisions

### **Teaching, learning and assessment methods used to enable outcomes to be achieved and demonstrated**

Transferable skills are developed throughout the teaching and learning programme outlined above

D1 All students undertake core modules which were designed to ensure that students have these skills

D2, D3, D4, D6 Tutorial activity is designed to allow students to develop these skills

D5 throughout the programme students are required to develop this skill to ensure that all course deadlines are met

### Assessment

D1-D3, D6 Assessed throughout the programme by combination of unseen written examinations and courseworks

D4/D5 Students who successfully complete the programme will have demonstrated that they have acquired these skills.

## Programme structure - programme rules and modules

### Programme rules

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

The programme operates within the University Academic Framework and is divided into study units called modules. Usually a module has a credit value of 24 credits although, exceptionally, two Level 4 core modules (4004BUSAF and 4005BUSAF) attract a credit rating of 12. These separate core modules are required for accreditation purposes.

Each 24 credit module represents 240 hours of student learning, study, revision and assessment. A 24 credit equivalent module would attract class contact hours in the range of 50-80 hours depending upon the nature of the subject being studied.

Each 12 credit module represents 120 hours of student learning, study, revision and assessment. A 12 credit equivalent module would attract class contact hours in the range of 25-40 hours depending upon the nature of the subject being studied.

A student studies for 120 credits in each academic year.

Continuing students (namely, BA Accounting & Finance) will follow the previous validated modules.

Level 6	Potential Awards on completion	Bachelor of Science with Honours
Core	Option	Award Requirements
6000BUSAF ADVANCED FINANCIAL ACCOUNTING (24 credits) 6001BUSAF ADVANCED MANAGEMENT ACCOUNTING (24 credits) 6002BUSAF FINANCIAL & RISK ANALYSIS (24 credits)	6001BUSBS CORPORATE SOCIAL RESPONSIBILITY (24 credits) 6003BUSAF TAXATION (24 credits) 6004BUSAF AUDITING & ASSURANCE (24 credits) 6005BUSAF ADVANCED CORPORATE & INTERNATIONAL FINANCE (24 credits) 6006BUSAF ACCOUNTING & FINANCE PROJECT (24 credits)	72 core credits at level 6 48 option credits at level 6
Level 5	Potential Awards on completion	
Core	Option	Award Requirements
5000BUSAF FINANCIAL ACCOUNTING (24 credits) 5001BUSAF MANAGEMENT ACCOUNTING (24 credits) 5001BUSHM PREPARATION FOR WORK (12 credits) 5002BUSAF CORPORATE FINANCE AND FINANCIAL MARKETS (24 credits) 5004BUSAF LAW FOR ACCOUNTANTS (24 credits) 5005BUSAF ACCOUNTING INFORMATION SYSTEMS (12 credits)		120 core credits at level 5 0 option credits at level 5
Level 4	Potential Awards on completion	
Core	Option	Award Requirements
4000BUSAF INTRODUCTION TO FINANCIAL ACCOUNTING (24		120 core credits at level 4 0 option credits at level 4

credits) 4001BUSAF BUSINESS MATHEMATICS AND STATISTICS (24 credits) 4002BUSAF ECONOMICS FOR ACCOUNTING (24 credits) 4003BUSAF ACADEMIC, PROFESSIONAL & MANAGEMENT AWARENESS (24 credits) 4004BUSAF INTRODUCTION TO FINANCIAL REPORTING AND CORPORATE GOVERNANCE (12 credits) 4005BUSAF INTRODUCTION TO MANAGEMENT ACCOUNTING (12 credits)		
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## 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 5: 5004BUSAF Financial Information Systems and 5002BUSAF Corporate Finance & Financial Markets. Within the former module, students work in teams of two and three and act as auditors and business advisers to a simulation of a real company; they process 'real-world' financial transactions using specialist accounting software, from which they then produce suitable management reports. In the latter module, students work in teams to enact a variety of financial decision making situations.

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

6005BUSAF Advanced Corporate & International Finance

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

6006BUSAF Accounting & Finance Project

This module requires students to research either a live accounting/finance problem connected to a company, or research of an accounting/finance issue dealing with real business problems. This research is undertaken individually (with the support of a tutor) and written up as a 9,000-word report.

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.

Further information about Graduate Skills can be found at:

## Criteria for admission

### **A/AS Level**

280 UCAS tariff points (Minimum 3 A Levels)

### **BTEC National Diploma**

300 UCAS tariff points

### **Irish Leaving Certificate**

300 UCAS tariff points including 5 Highers

### **Scottish Higher**

300 UCAS tariff points

### **International Baccalaureate**

30 points from IB Diploma

### **Access**

Access to HE Diploma in a relevant subject. Of the Level 3 units, at least half must be a Merit grade or above.

### **Higher national diploma**

Applicants holding a HND in Accounting will be considered for direct entry to Level 5 of the Programme.

### **Other**

Applicants must have GCSE Maths and English Language at grade C or above or an equivalent qualifications.

Applicants with Accountancy qualifications will be considered as follows:

Association of Accounting Technicians (AAT): Holders of AAT NVQ/SVQ Level 3 Intermediate/'Advanced Certificate in Accounting' will be eligible for entry to Level 4 of the programme.

Chartered Institute of Management Accountants (CIMA): Holders of the CIMA Advanced Diploma (Managerial level complete; comprising 11 of the 15 CIMA professional exam papers (as of 2010-2011)) will be considered for direct entry to Level 6 of the programme.

Association of Chartered Certified Accountants (ACCA): Applicants who have successfully completed the 'Skills' level (comprising 9 of the total of 14 ACCA professional exam papers (as of 2008-9)) will be considered for direct entry to Level 6 of the programme.

### **Mature entry**

Mature and non-standard applicants providing evidence of ability to undertake the programme will be considered on an individual basis.

### **Overseas qualifications**

International applicants will be considered in line with normal entry requirements.

Any applicant whose first language is not English will be required to have IELTS 6.0 (with no less than 5.5 in any component) or acceptable equivalent. Decisions on equivalence will be made by the relevant link tutor or programme leader within Liverpool Business School.

## 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](http://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.*