



Programme Handbook

BA (Hons) Accounting and Financial Management

(4 Year, 3 Year, 2 Year)

**BLOMSBURY
INSTITUTE
LONDON**



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Welcome

Welcome to the BA (Hons) Accounting and Financial Management courses offered by the School of Accounting at Bloomsbury Institute, in partnership with the University of Northampton.

This Programme Handbook provides key information about the course that you are following. For all other non-course specific information, please refer to your Student Handbook.

We wish you all the very best with your studies.

Nnamdi Obiosa
Head of the School of Accounting and Finance

Mubashir Qurashi
Principal Lecturer (Course Leader), Accounting and Finance



1. Key Information

| | | | |
|---------------------|--|-------------------------|---|
| Course: | BA (Hons) Accounting and Financial Management (4 Year, 3 Year*, 2 Year*) | Qualification(s) | BA (Hons) Accounting and Financial Management |
| Duration: | Four Years, Three Years*, Two Years* (full-time) | Campus: | Bloomsbury |
| Start Dates: | September | Awarding Body: | University of Northampton |

2. Overview

The BA (Hons) Accounting and Financial Management courses are delivered by Bloomsbury Institute and lead to awards which are conferred on students by the University of Northampton. Students who complete the courses will graduate at the University of Northampton, alongside students who studied on the University's campus. Bloomsbury Institute also holds its own graduation ceremony.

Most classes take place at Birkbeck College's Cambridge House (located at 373-375 Euston Road, London NW1 3AR), with occasional classes being held in other teaching facilities provided by Birkbeck College.

Students are provided with access to Bloomsbury Online Library and Databases (BOLD) library resources. Additionally, students can use our computing lab at Bedford Square.

The courses are accredited by the Association of Chartered Certified Accountants (ACCA) and the Chartered Institute of Management Accountants (CIMA) (see **Section 12.1** below).

3. Academic Regulations

The Academic Regulations which apply to you throughout your studies are those of the University of Northampton. The Regulations, and the University's Student Handbook which provides an explanation of the Regulations, are available at:

<https://www.northampton.ac.uk/about-us/governance-and-management/management/university-policies-procedures-and-regulations/>

Some of the University's Academic Regulations apply differently to our courses because they consist of 30-credit modules. The following differences are particularly important:

- ✓ Accumulated failure (Regulation 3.7.2)

- ✓ Where students have a profile of non-engagement with assessments and learning across the year, they may also still be considered for termination under the accumulated failure regulation, shown below (if the levels are breached):

- More than 60 credits at Level 3 (Foundation Study Framework)
- More than 80 credits at Level 4
- More than 60 credits at Level 5
- More than 60 credits at Level 6

- ✓ Progression to next stage for Level 3 students (Regulation 3.7.3)

- As an exception to 3.7.3, if you are studying the Level 3 year of the Foundation Study Framework, you are not permitted to progress to Level 4 until you have passed all 120 credits at Level 3.

- ✓ Condonement (Regulation 3.7.13)
Condonement does not apply and, therefore, you must pass every module at a minimum grade of D- in order to successfully complete your degree.



Maximum number of credits that can be studied each academic year (Regulation 3.3.2)

You can only take four 30-credit modules [120 credits in total] in one academic year.

If you are taking a 2-year accelerated course then you can study a total of six 30 credit modules [180 credits in total] in one academic year.

If, after exhausting all opportunities for reassessment, you fail a module your studies will continue into an additional academic year, provided you are not in breach of the accumulated failure rule.

You can obtain further advice from our Academic Registrar or your Course Leader.

3.1 Foundation Year

University of Northampton regulations state:

- **3.7.1-3.7.14 Progression regulations for programmes 'with foundation'**

- **3.7.2** A student will be withdrawn from further study if s/he has taken and failed, having exhausted all opportunities for re-assessment, modules to the value of:
 - More than 60 credits at Level 3 (Foundation Study Framework)
- **3.7.4** Students who are studying the Level 3 year of the Foundation Study Framework are not permitted to progress to Level 4 until they have passed all 120 credits at Level 3.

3.2 2 Year Course*

3.2.1 Number of credits

- Maximum number of credits that can be studied each academic year (Regulation 3.3.2).

On 3 or 4 Year programmes, you can only take four 30 credit modules [120 credits total] in one academic year. **However**, a student on an Intensive (2 Year) programme is permitted to take no more than a maximum of 180 credits per academic year. This takes precedence over **Regulation 3.3.2** above.



3.2.2 Progression

Section 3.9.3 of the University of Northampton's Supplementary Regulations: Faculty of Business & Law state that:

- If any module is not successfully completed after all assessment opportunities are exhausted, the student will transfer to the three-year programme.

Additionally:

- **Section 3.8.1:** Where a student withdraws from any module then s/he will automatically transfer to the three-year Accounting and Financial Management programme.
- **Section 3.8.2:** At any point during their studies a student on the Intensive programme may transfer to the three-year Accounting and Financial Management programme.

3.3 AFM Professional Body Requirement

To pass modules in AFM **and ensure** you have gained the professional body (ACCA and CIMA) exemptions, you must obtain a minimum grade of F+ in each item of assessment and a minimum overall grade of D- for the module. If you obtain a D- overall but have one item of assessment with lower than an F+, you will have passed the module, but not gained the exemptions.

In such cases, if you wish to gain the exemptions, you will have to pass the relevant ACCA or CIMA paper outside of your Bloomsbury Institute studies. This is especially important at Level 4 of your studies as if you do not gain the exemptions (i.e. pass the module with a minimum of F+ in each item of assessment) at this Level, you will not be able to continue to gain exemptions at Levels 5 and 6. This is because ACCA does not allow students to take F 4-9 papers until they have passed F1-3 papers.

* Not recruited to in 2021-22

4. Programme Specification

A summary of the main features of the programme is contained in the 'Programme Specification BA (Hons) Accounting and Financial Management'.

The Programme Specification includes information on the following:

- The educational aims of the Programme
- The subject-specific knowledge and skills (i.e. the learning outcomes) that a student will demonstrate achievement of through formal assessment
- The transferable skills that a student will have developed (with an indication of those skills that a student will demonstrate achievement of through formal assessment)

- The teaching, learning and assessment methods and strategies
- The structure of the course
- Professional body requirements
- Assessment Regulations
- Support for students and their learning, career and progression opportunities
- Methods for evaluating and enhancing the quality and standards of teaching and learning
- Indicators of quality and standards

The Programme Specification is published within the Programme area of Canvas, your virtual learning environment.

4.1 Educational aims of the programme

Important abilities and qualities of mind are acquired through the study of accounting and finance that are readily transferable to many occupations and careers. Some of these qualities and abilities are generic, in that they are imparted by most degree courses in the human and social sciences. But degree level study in accounting and finance also instils ways of thinking that are intrinsic to the subject, while being no less transferable.

These abilities and skills include: critical evaluation of arguments and evidence; analysis, filtering and evaluation of data, drawing reasoned conclusions concerning structured and unstructured problems; using contemporary information and communications technology for the acquisition and analysis of information; and communication in a form appropriate to the intended audience, and oral as well as written presentation.¹

¹ This is extracted from the QAA Subject Benchmark Mark Statement for Accounting and the QAA Subject Benchmark Mark Statement for Finance, which are available at: <https://www.qaa.ac.uk/quality-code/subject-benchmark-statements#>



The overall aims of the BA (Hons) Accounting and Financial Management courses are to:

1. Provide students with a rigorous and coherent study of the theory and practice of accounting and financial management.
2. Develop students' understanding of how accounting and financial management is shaped by and impacts on legal, ethical, social, political, environmental and economic norms.
3. Develop students' critical understanding of ethical principles and practice, and their ability to readily identify ethical questions and dilemmas and supply appropriate solutions, thus equipping graduates to become effective global citizens.
4. Transform students into independent and critical learners, and to develop their subject-specific/practical skills of independent research, enquiry, analysis, synthesis, critical evaluation, devising and sustaining arguments, decision-making in complex and unpredictable contexts, and problem-solving.
5. Develop students' key transferable skills that will enhance and augment their personal, educational and career development.
6. Through a process of Personal Development Planning, empower students to reflect upon their own learning, performance, experiences and achievements and to plan for their personal, educational and career development.
7. Prepare and provide support for students to secure an internship.
8. Provide employers (nationally and globally) with adaptable and transformative graduates who possess the specialist accounting and finance knowledge and/or skills needed in their sector.
9. Meet the requirements of the accounting professional bodies so that students can gain exemptions from professional body examinations.
10. [For the Foundation Year] Provide students with the basic understanding of interdisciplinary and disciplinary themes for study at HE level and develop the key knowledge and understanding to enable them to engage and perform successfully in a work and academic environment. (Level 3, RQF).



4.2 Learning outcomes

As you progress through the course, you will acquire:

- Knowledge and understanding
- Subject specific/practical skills
- Key skills

The components of each of these are set out in learning outcomes, as follows:

4.2.1 Knowledge and understanding

At the end of the course students will be able to demonstrate:

- A1 Demonstrate a sound knowledge and critical understanding of the contexts in which accounting, finance and financial management operates including the legal, ethical, social, political and economic environments.
- A2 Demonstrate a sound knowledge and critical understanding of the main current technical language and practices in management accounting, financial accounting, finance, auditing and tax.

A3 Articulate and critically discuss alternative technical languages and practices in accounting and finance.

A4 Record and summarise transactions, and prepare, critically analyse and interpret financial statements and other financial data, using statistical and financial functions and procedures where appropriate.

A5 Demonstrate a sound knowledge of, and an ability to critically evaluate, contemporary theories and empirical evidence concerning the operation and effects of accounting.

A6 Critically explain contemporary theories and empirical evidence concerning financial management, risk and the operation of capital markets.

A1-A6 above cover the subject-specific knowledge identified in Sections 3.1 and 3.2 of the Accounting and Finance Subject Benchmark Statements, 2019.

Knowledge and understanding: Foundation Year (Level 0)

At the end of the Level 0 Foundation Year, students will be able to:

- A01 Demonstrate a basic understanding of the purpose and process of academic research.
- A02 Understand the role of the individual in the workplace and reflect on the sources and resolutions of workplace challenges and conflict.
- A03 Demonstrate an awareness of current global themes that will be encountered within a UK university academic environment.
- A04 Understand and demonstrate introductory accounting concepts and knowledge.

4.2.2 Subject specific/ practical skills

At the end of the course students will have developed the following subject specific and practical skills:

- B1 Record and summarise transactions and carry out a critical analysis in both management and financial accounts using a wide range of standard techniques.

- B2 Evidence effective problem solving and decision making using appropriate quantitative and qualitative skills including identifying, critically evaluating, synthesising and solving accounting and finance problems.
- B3 Apply and critically evaluate appropriate accounting and finance concepts, techniques, theories, and models where appropriate.
- B4 Prepare published accounts using current legislation and accounting standards.
- B5 Provide financial advice to individuals and groups.
- B6 Use information technology for the acquisition, analysis and communication of accounting and finance information.
- B7 Demonstrate the ability to undertake independent learning and to conduct independent research.

B1-B7 above cover the subject-specific skills identified in Sections 3.1 and 3.2 of the Accounting and Finance Subject Benchmark Statements, 2019.

Subject specific/practical skills: Foundation Year (Level 0)

At the end of the Level 0 Foundation Year, students will have developed the following subject specific and practical skills:

- B01 Recognise the ethical dimensions of contemporary themes and be able to apply a basic framework of critical analysis to thematic knowledge as well as gaining an understanding of equality, diversity and inclusion considerations.
- B02 Explore digital literacy and reflect upon its use and importance in work and study environments.
- B03 Through an understanding of Servant Leadership, reflect on an individual's role within an academic or workplace environment.

4.2.3 Key skills

Students are expected to develop a wide range of key transferable skills during their degree studies.

These key transferable skills will help you to be successful on your degree and also provide you with skills that are valued by employers. As transferable skills, they will be of use whatever career you choose to pursue.

You will develop these key transferable skills within the accounting and finance modules, and also through our employability service, 'Let's Grow' (see **Section 11** below).



Please see the **QAA Subject Benchmark Statements** for **Accounting** and **Finance** for further details of key transferable skills.

At the end of the course students will have developed the following key skills:

- C1 Learning to learn: demonstrate lifelong learning skills including the development and enhancement of a range of general transferable intellectual and study skills.
- C2 Communication: application of literacy, ability to produce clear, structured written work and oral literacy, including listening and questioning skills.
- C3 Group work: respecting others, co-operating, negotiating, persuading, contributing to discussions, and building and sustaining relationships from diverse cultures.
- C4 Self-management: students' readiness to accept responsibility, flexibility, resilience, self-starting, appropriate assertiveness, time management, readiness to improve one's performance based on self-reflection and continuous professional and personal development.
- C5 Problem solving: critical thinking and analysis, synthesis and evaluation of facts and circumstances to determine the cause of a problem and identifying and selecting appropriate solutions.

C6 Use and application of information technology: basic IT skills, including familiarity with commonly used programmes.

C7 Processing of numerical data: manipulation of numbers, general mathematical awareness and its application in practical contexts.

C1-C7 above cover the cognitive abilities and generic skills identified in Section 4.1 of the Accounting and Finance Subject Benchmark Statements, 2019.

Key skills: Foundation Year (Level 0)

At the end of the Level 0 Foundation Year, students will have developed the following key skills:

- C01 Be able to communicate ideas clearly and accurately in written or spoken academic situations.
- C02 Be able to develop the transferrable skills of working creatively and flexibly as part of an academic group.
- C03 Understand the need for and use of appropriate academic language and conventions.
- C04 Be able to interpret and use numerical information to draw conclusions, make informed decisions and present findings.
- C05 Develop a number of key intellectual and transferable skills which will enhance lifelong learning skills (self-management, reflection and analysis).

5. Modules and Award Map: 4 Year Students

A module is set at one of four levels: Level 0 and Levels 4-6, Level 0 being the least complex and Level 6 being the most complex. The module level is demonstrated by the learning outcomes for the module.

In your first year (Stage 1) you will complete Level 0 modules, followed by Level 4 modules in your second year (Stage 2), Level 5 modules in your third year (Stage 3) and Level 6 modules in your final year (Stage 4). The details of each module are set out in the Module Specifications which are published within the module areas of the VLE.

Upon successful completion of a module, you are awarded the specified number of credits at the specified level.

Full-time students complete 4 x 30-credit modules each academic year, two in Semester 1 and two in Semester 2:

- At Level 0 (Stage 1) students complete 4 x 30 credit compulsory modules
- At Level 4 (Stage 2) students complete 4 x 30 credit compulsory modules
- At Level 5 (Stage 3) students complete 4 x 30 credit compulsory modules
- At Level 6 (Stage 4) students complete 2 x 30 credit compulsory modules, 1 x 30 credit research project and 1 x 30 credit option module

The Award Map sets out the modules that you will take as part of your course:

| Level / Stage | Semester 1 | | Semester 2 | |
|--------------------|-------------------------------------|---------------------------|---|----------------------------|
| Level 0 Stage 1 | Study and Research Skills | Contemporary Themes | Professional Skills | Introduction to Accounting |
| Level 4 Stage 2 | Accountants in Organisations | Financial Accounting (FA) | Management Accounting (MA) | Business and Corporate Law |
| Level 5 Stage 3 | Computer Applications in Accounting | Financial Reporting | Taxation | Auditing in Context |
| Level 6 Stage 4 | Performance Management and Control | Financial Management | Accounting and Finance Research Project | Option |

5.1 Stage 1: Level 0

| Module Code | Semester | Module Title | Credits | Status | Pre-requisites |
|-------------|----------|----------------------------|---------|------------|----------------|
| LSBM004 | 1 | Study and Research Skills | 30 | Compulsory | None |
| LSBM002 | 1 | Contemporary Themes | 30 | Compulsory | None |
| LSBM003 | 2 | Professional Skills | 30 | Compulsory | None |
| LSBM006 | 2 | Introduction to Accounting | 30 | Compulsory | None |

5.2 Stage 2: Level 4

| Module Code | Semester | Module Title | Credits | Status | Pre-requisites |
|-------------|----------|------------------------------|---------|------------|----------------|
| LSBM104 | 1 | Accountants in Organisations | 30 | Compulsory | None |
| LSBM106 | 1 | Financial Accounting (FA) | 30 | Compulsory | None |
| LSBM107 | 2 | Management Accounting (MA) | 30 | Compulsory | None |
| LSBM105 | 2 | Business and Corporate Law | 30 | Compulsory | None |

5.3 Stage 3: Level 5

| Module Code | Semester | Module Title | Credits | Status | Pre-requisites |
|-------------|----------|-------------------------------------|---------|------------|----------------|
| LSBM208 | 1 | Computer Applications in Accounting | 30 | Compulsory | None |
| LSBM209 | 1 | Financial Reporting | 30 | Compulsory | FA |
| LSBM210 | 2 | Taxation | 30 | Compulsory | None |
| LSBM207 | 2 | Auditing in Context | 30 | Compulsory | None |



6. Modules and Award Map: 3 Year Students*

A module is set at one of four levels: Level 0 and Levels 4-6, Level 0 being the least complex and Level 6 being the most complex. The module level is demonstrated by the learning outcomes for the module.

In your first year (Stage 1) you will complete Level 4 modules, followed by Level 5 modules in your second year (Stage 2) and Level 6 modules in your final year (Stage 3). The details of each module are set out in the Module Specifications which are published within the module areas of the VLE.

Upon successful completion of a module, you are awarded the specified number of credits at the specified level.

Full-time students complete 4 x 30-credit modules each academic year, two in Semester 1 and two in Semester 2:

- At Level 4 (Stage 1) students complete 4 x 30 credit compulsory modules
- At Level 5 (Stage 2) students complete 4 x 30 credit compulsory modules
- At Level 6 (Stage 3) students complete 2 x 30 credit compulsory modules, 1 x 30 credit research project and 1 x 30 credit option module.

5.4 Stage 4: Level 6

| Module Code | Semester | Module Title | Credits | Status | Pre-requisites |
|-------------|----------|--|---------|------------|----------------|
| LSBM312 | 1 | Performance Management and Control | 30 | Compulsory | MA |
| LSBM309 | 1 | Financial Management | 30 | Compulsory | None |
| LSBM307 | 2 | Accounting and Finance Research Project | 30 | Compulsory | None |
| LSBM302 | 2 | Corporate Risk Management* | 30 | Option | None |
| LSBM305 | 2 | Small Business Management* | 30 | Option | None |
| LSBM311 | 2 | Internship Placement | 30 | Option | None |

* Subject to student demand.

* Not recruited to in 2021-22

The Award Map sets out the modules that you will take as part of your course:

| Level / Stage | Semester 1 | | Semester 2 | |
|-----------------|-------------------------------------|---------------------------|---|----------------------------|
| Level 4 Stage 1 | Accountants in Organisations | Financial Accounting (FA) | Management Accounting (MA) | Business and Corporate Law |
| Level 5 Stage 2 | Computer Applications in Accounting | Financial Reporting | Taxation | Auditing in Context |
| Level 6 Stage 3 | Performance Management and Control | Financial Management | Accounting and Finance Research Project | Option |

6.1 Stage 1: Level 4

| Module Code | Semester | Module Title | Credits | Status | Pre-requisites |
|-------------|----------|------------------------------|---------|------------|----------------|
| LSBM104 | 1 | Accountants in Organisations | 30 | Compulsory | None |
| LSBM106 | 1 | Financial Accounting (FA) | 30 | Compulsory | None |
| LSBM107 | 2 | Management Accounting (MA) | 30 | Compulsory | None |
| LSBM105 | 2 | Business and Corporate Law | 30 | Compulsory | None |


6.2 Stage 2: Level 5

| Module Code | Semester | Module Title | Credits | Status | Pre-requisites |
|-------------|----------|-------------------------------------|---------|------------|----------------|
| LSBM208 | 1 | Computer Applications in Accounting | 30 | Compulsory | None |
| LSBM209 | 1 | Financial Reporting | 30 | Compulsory | FA |
| LSBM210 | 2 | Taxation | 30 | Compulsory | None |
| LSBM207 | 2 | Auditing in Context | 30* | Compulsory | None |

6.3 Stage 3: Level 6

| Module Code | Semester | Module Title | Credits | Status | Pre-requisites |
|-------------|----------|---|---------|------------|----------------|
| LSBM312 | 1 | Performance Management and Control | 30 | Compulsory | MA |
| LSBM309 | 1 | Financial Management | 30 | Compulsory | None |
| LSBM307 | 2 | Accounting and Finance Research Project | 30 | Compulsory | None |
| LSBM302 | 2 | Corporate Risk Management* | 30 | Option | None |
| LSBM305 | 2 | Small Business Management* | 30 | Option | None |
| LSBM311 | 2 | Internship Placement | 30 | Option | None |

* Subject to student demand.



7. Modules and Award Map: 2 Year Students*

A module is set at one of four levels: Level 0 and Levels 4-6, Level 0 being the least complex and Level 6 being the most complex. The module level is demonstrated by the learning outcomes for the module.

In each academic year, you will take six modules:

- At Stage (Year) 1, students take **four** Level 4 modules and **two** Level 5 modules.
- At Stage (Year) 2, students take the remaining **two** Level 5 modules and **four** Level 6 modules.

Your six modules each year will be studied as follows:

- Four modules are taken as 'short and fat'. This means that the modules are studied over the course of one semester. You will study two 'short and fat' modules per semester.
- One module is taken as 'long and thin'. This means that the module is studied over the course of two semesters.
- One module is studied in the summer. This means that the module will be more intensive, studied across just six weeks

* Not recruited to in 2021-22

The Award Map sets out the modules that you will take as part of your course:

| Level / Stage | Semester 1 | | Semester 2 | | Summer |
|---------------|---|--------------------------------|--|--------------------------------------|---|
| Year 1 | Accountants in Organisations (Level 4) | Financial Accounting (Level 4) | Management Accounting (Level 4) | Business and Corporate Law (Level 4) | Taxation (Level 5) |
| | Auditing in Context (Level 5) | | | | |
| Year 2 | Computer Applications in Accounting (Level 5) | Financial Reporting (Level 5) | Performance Management and Control (Level 6) | Option (Level 6) | Accounting and Finance Research Project (Level 6) |
| | Financial Management (Level 6) | | | | |

7.1 Stage/Year 1: Level 4/5

| Module Code | Semester | Module Title | Level | Credits | Status | Pre-requisites |
|-------------|------------|------------------------------|-------|---------|------------|----------------|
| LSBM104 | 1 | Accountants in Organisations | 4 | 30 | Compulsory | None |
| LSBM106 | 1 | Financial Accounting (FA) | 4 | 30 | Compulsory | None |
| LSBM107 | 2 | Management Accounting (MA) | 4 | 30 | Compulsory | None |
| LSBM105 | 2 | Business and Corporate Law | 4 | 30 | Compulsory | None |
| LSBM207 | 1 and 2 | Auditing in Context | 5 | 30 | Compulsory | None |
| LSBM210 | 3 (summer) | Taxation | 5 | 30 | Compulsory | None |

7.2 Stage/Year 2: Levels 5/6

| Module Code | Semester | Module Title | Level | Credits | Status | Pre-requisites |
|-------------|------------|---|-------|---------|------------|----------------|
| LSBM208 | 1 | Computer Applications in Accounting | 5 | 30 | Compulsory | None |
| LSBM209 | 1 | Financial Reporting | 5 | 30 | Compulsory | FA |
| LSBM312 | 2 | Performance Management and Control | 6 | 30 | Compulsory | MA |
| LSBM309 | 1 and 2 | Financial Management | 6 | 30 | Compulsory | None |
| LSBM302 | 2 | Corporate Risk Management* | 6 | 30 | Option | None |
| LSBM305 | 2 | Small Business Management* | 6 | 30 | Option | None |
| LSBM311 | 2 | Internship Placement | 6 | 30 | Option | None |
| LSBM307 | 3 (summer) | Accounting and Finance Research Project | 6 | 30 | Compulsory | None |

*Subject to student demand

8. Module descriptions

8.1 Level 0

Professional Skills

This module will introduce students to a range of skills that they will require in their studies and subsequent employment. The broad areas to be covered include numeracy, digital literacy, written and spoken interaction in a professional context, reflection on performance, exploring the complexity of work interactions, dealing with work related conflict and challenges, and client care.

Contemporary Themes

This module will introduce students to a series of inter-disciplinary themes that they will encounter during their studies and when in employment. Students will start to engage with these themes through academic reading circles.

Study and Research Skills

This module will introduce students to the concept, terminology and principles of research, provide an overview of the kinds of research under the qualitative and quantitative paradigm, and explore how to conduct quality research. The module will also explore the academic skills, conventions, and language required to present research findings. Finally, the module will explore ethical considerations when undertaking research.

Introduction to Accounting

The module will provide students with the basic understanding of the accounting function within a business; basic bookkeeping and the processes (steps) involved in the preparation of the two main financial statements; the Statement of Profit or Loss and the Statement of Financial Position.

Students will also learn basics of management accounting; costing, preparation of budgets and calculating variances for the purpose of management reporting.



8.2 Level 4

Accountants in Organisations

This module develops understanding of the business organisations and its environment about how the organisations are formed, organised and managed effectively. The students will gain an understanding of how organisations improve functional activities within its environment and develop concepts bearing relation to real business issues with fundamental understanding of accountancy and its role in the development of an organisations and its systems.

Financial Accounting

The module will introduce students to Financial Accounting principles and techniques to enable them to record, prepare and analyse financial statements for sole traders and limited companies. Additionally, the module will introduce students to preparation of statement of cash flow, basic group accounts and application of some International Financial Reporting Standards. Students who successfully complete the module should have a solid base from which to continue onto Level 5 Financial Reporting.

Management Accounting

This Level 4 module will introduce students to basic terminology, concepts, tools and techniques used in cost and management accounting.

It will cover areas such as cost classification, accounting for material, labour, overheads, costing techniques, budgeting, standard costing, and performance management.

Students who successfully complete the module should have a solid base from which to progress onto the Performance Management and Control module.

Business and Corporate Law

This module provides subject coverage that will enable the successful student to claim an exemption from the law paper of the accountancy bodies.

The module is designed to help students to understand how the law regulates business and how problems and issues arise in the business environment. The module will be of interest to any student considering a career in business, financial management or accountancy.

The module covers fundamental elements of the English legal system. It uses professional negligence as the vehicle for demonstrating the elements of tort. It analyses the essential requirements for establishing a simple contract, how that contract may be performed and the remedies available in the event that the contract is breached.

The module also covers a range of specific legal areas namely Employment and Company law. The major part of the module is covered by Company law. The module looks at the various forms of business organisation, concentrating on the limited liability company and the rules relating to company formation, finance, management and legal aspects of insolvency law.

Finally, the module provides insight into corporate fraudulent and criminal behaviour.

8.3 Level 5

Computer Applications in Accounting

This module focuses on the theory and application of financial and management accounting in a computerised environment and will enable students to develop relevant skills required for the industry. In addition, students will gain an understanding of how various sources of financial data are collected, processed and analysed, which satisfy the need of users both internal and external.

Financial Reporting

The module will introduce students to the conceptual and regulatory framework of financial reporting to broaden their understanding, so they can analyse and discuss the topical issues and challenges

facing the profession today. This module will also prepare students to deal with key accounting transactions by following International Accounting and Reporting standards. Students will be able to prepare financial statement for single entity and groups in accordance with IAS and IFRS. Finally, they will be capable of analysing and interpreting financial statements for internal and external purposes. Students who successfully complete the module should have a solid base from which to continue onto the Level 6 Research project.

Taxation

The module will introduce students to the system of UK taxation. Learners will be able to develop the understanding, knowledge and skill set related to the system of taxation. The scope of this module will cover an understanding of the individual (personal tax), limited company taxation and taxation on groups of companies.

Auditing in Context

The module will introduce students to the system of auditing. It will develop the knowledge and understanding of the process of undertaking the auditing and assurance engagement. The module will also develop an understanding and application of the applicable regulatory framework for auditing.

8.4 Level 6

8.4.1 Compulsory Modules

Financial Management

This module will guide students to use corporate financial theory and its application in real-life scenarios encountered by entrepreneurs and decision makers in the world of finance. Moreover, they will have an understanding of the financial management, long-term investment and the working capital management of firms. It will help students to understand the financial decision making in enterprises. It will focus on ways and methods to cope with risk management in finance.

Performance Management and Control

This module builds on the Level 4 module, Management Accounting, and develops management accounting theory and techniques in more detail and to a greater depth. The module facilitates decision-making by developing the management accounting techniques, to ensure students are competent to prepare and analyse accounting data, apply it to a range of planning, control and decision-making situations and adapt it to change. It also compares and contrasts both traditional and modern techniques where appropriate.

Accounting and Finance Research Project

This module will draw together all previously studied knowledge from the degree and from general interest.

The Accounting and Finance Research Project module is an in-depth examination of a 'problem', an 'issue' or an 'idea' through exploration and conducting research which will enable students to independently learn more about their relevant chosen topic area (subject to approval). The module will provide students an opportunity to gather the necessary information/data using a series of techniques, tools to investigate, analyse the problem. This analysis will lead to a series of conclusions and perhaps even recommendations.

Students will start the module by completing a research proposal. Summative feedback will be provided on the proposal, which also acts as formative feedback in order to better prepare students for the research project itself.

8.4.2 Optional Modules

Corporate Risk Management

This module will introduce students to the main types of risk facing organisations in today's international business environment. It will also explore the various risk measurement and management tools available to organisations in order for them to incorporate risk planning into their strategies and operations. Both qualitative and quantitative methodologies will be examined and students will also be required to adopt a critical approach when applying the frameworks.



Small Business Management

This module is aimed at introducing students to the world of enterprise and business planning. Generally defined as an owner or manager of a business enterprise who attempts to make profits by starting and growing his or her business, an entrepreneur is confronted with numerous other challenges. In summary, the module seeks to both the eclectic mix of individuals planning to develop and launch their own businesses as well as those with established small business ventures who would like to expand.

Internship Placement

A significant amount of learning can be achieved by carrying out practical activities in a workplace. Learning may be enhanced by taking a more formal

approach to work-based activities by planning, carrying out the activities and reflecting on the benefits of the activities to the business and to the student. The internship is designed to allow flexibility. It is expected that students will be supervised in the workplace in addition to the supervision provided by Bloomsbury Institute.

Students will have the opportunity, supported by their supervisors, to negotiate and perform activities which will allow them to fulfil the learning outcomes for this module. They will recognise the scope of what they have achieved by recording evidence from carrying out the activities. Students will also gain maximum benefit by reflection on, and evaluation of, the work they undertake.



9. Summary of modules

| Module Code | Level | Module Title |
|-------------|-------|---|
| LSBM002 | 0 | Contemporary Themes |
| LSBM003 | 0 | Professional Skills |
| LSBM004 | 0 | Study and Research Skills |
| LSBM005 | 0 | Introduction to Accounting |
| LSBM104 | 4 | Accountants in Organisation |
| LSBM105 | 4 | Business and Corporate Law |
| LSBM106 | 4 | Financial Accounting |
| LSBM107 | 4 | Management Accounting |
| LSBM207 | 5 | Auditing in Context |
| LSBM208 | 5 | Computer Applications in Accounting |
| LSBM209 | 5 | Financial Reporting |
| LSBM210 | 5 | Taxation |
| LSBM302 | 6 | Corporate Risk Management |
| LSBM305 | 6 | Small Business Management |
| LSBM307 | 6 | Accounting and Finance Research Project |
| LSBM309 | 6 | Financial Management |
| LSBM311 | 6 | Internship Placement |
| LSBM312 | 6 | Performance Management and Control |

10. Academic staff

Foundation Year (FY) staff contact details:

| Name | Email | Position |
|----------------|--------------------------|---|
| Tom Ironmonger | tom.ironmonger@bil.ac.uk | Deputy Head of the School of Business and Accounting Foundation Year Course Leader |

Accounting and Financial Management staff contact details:

| Name | Email | Position |
|------------------|----------------------------|--|
| Nnamdi Obiosa | nnamdi.obiosa@bil.ac.uk | Deputy Head of School of Business and Accounting |
| Mubashir Qurashi | mubashir.qurashi@bil.ac.uk | Course Leader AFM |



11. Let's Grow

Our Let's Grow programme (formerly known as 'LEAD') is designed to promote a person-centred approach to personal and professional development. This ensures that students are well-prepared to take on the challenges of postgraduate study, employment, self-employment or entrepreneurship, and lead lives that are rewarding and constructive.

The aims of Let's Grow are:

- To develop a clear understanding for each student of how their personal values and beliefs feed into how they think, behave, and perform
- To provide a structure through which a student's key transferable skills are developed
- To develop a student's ability to reflect upon their own learning, performance, experiences and achievements
- Through this self-reflection, to develop a student's ability to plan for their personal, academic and career development
- To provide opportunities (within and outside the curriculum) for a student to engage in activities which will enable them to implement and achieve their development goals
- To ensure students formally record their experiences and achievements for subsequent use in applications for further study or employment
- To enable students to communicate their skills and experiences effectively to a range of audiences from employers to investors.

Let's Grow is embedded within the curriculum (i.e. it forms a part of some modules). In addition, it takes place outside the curriculum through the provision of personal, academic and career development opportunities.

12. Professional recognition and career opportunities

12.1 Professional accounting body exemptions

Students who graduate with the BA (Hons) Accounting and Financial Management will gain the following exemptions provided the modules listed below are successfully completed (with a minimum overall grade of D-, with at least an F+ in each element of assessment):

| | | ACCA module exemption | CIMA module exemption |
|---------|------------------------------------|-----------------------|-----------------------|
| LEVEL 4 | Accountants in Organisations | F1 | BA1/E1 |
| | Financial Accounting | F3 | BA3 |
| | Management Accounting | F2 | BA2 |
| | Business and Corporate Law | F4 | BA4 |
| LEVEL 5 | Financial Reporting | F7 | F1 |
| | Taxation | F6 | F1 |
| | Auditing in Context | F8 | N/A |
| | Computer Application in Accounting | N/A | E1 |
| LEVEL 6 | Performance Management and Control | F5 | P1 |
| | Financial Management | F9 | E1/F1/P1 |

Information on professional recognition and training is available from the Association of Chartered and Certified Accountants at:

<http://www.accaglobal.com/gb/en.html>

and the Chartered Institute of Management Accountants at:

<http://www.cimaglobal.com/>

The Course Leader can provide you with further advice on professional recognition.

12.2 Career opportunities

The accounting profession is structured in such a way that an accounting degree is really only the first step on the ladder. To progress, a professional qualification is essential. As a result, most of students will go on to take a professional accounting qualification with one of the main accounting bodies ACCA, CIMA or ICAEW. Successful completion of any of these qualifications will provide the student with a passport into lucrative career opportunities.

There are many career opportunities open in the accounting and finance and other fields for students with a BA (Hons) Accounting and Financial Management degree. Upon completion of the degree, students will be well placed to apply for a range of graduate level posts within accounting, finance, business, education and IT. Your career options are therefore varied.





Bloomsbury Institute

7 Bedford Square
Bloomsbury
London WC1B 3RA

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