Accounting in Year 12
the course: an overview

- **the environment of accounting**
  what is accounting? why do we do it? who do we do it for?
  theoretical content which is covered at the beginning of the year as well as throughout the other two sections

- **financial accounting**
  mostly practical recording and reporting
  journal, ledgers,
  “general purpose” financial reports including income statement, balance sheet and statement of cash flows

- **management accounting**
  how does management use accounting information?
  some practical including: preparation of cash budgets, debtors control, inventory control
  assessing performance, ratio calculations and report writing
FOR SACE MARKS:

**assessment type 1:** skills and applications tasks 50%
- supervised and a maximum of 1 hour for each task; based on the course work during the year
- moderated by SACE board in November

**assessment type 2:** report: 20%
- set and marked by me – 1 hour,
- end term 3/beginning of term 4
- moderated by SACE board in November

**assessment type 3:** 2 hour examination 30%
- set and marked by SACE board in November

There will also be some topic tests for “USC school assessment” only
the books:

- Essentials Accounting Studies workbook

Adelaide Tuition Centre (6th edition)  
(approx: $53)  
This edition is NOT YET AVAILABLE to purchase

**The 4th edition was used in 2016 and while it is preferred that you buy the 6th edition, if you have already purchased a second hand one we can work with that, but it WILL be different (I have yet to see the changes)…..

**Note** there is no 5th edition (there was a printing error)

A bulk order will be placed at the beginning of the school year with the cost added to your USC fee account (this will be a little cheaper than if you buy a single copy yourself).
Additional recommended but OPTIONAL books:

- **Accounting, the study Guide,**
  John Foreman & Tom Osborne (13th edition) (approx $21)

- **2017 past exams and answers**
  published each year, this version will include the 2016 examination and will be available in June (approx $18)
  Most students find this valuable in preparing for the exam
getting organised:

- A4 lined pad to take notes during the lectures and then folders to keep handouts:
  - a smaller folder for the current topic (easy to carry)
  - a large ring binder at home for the older topics

- You might like a thin ring binder for the Foreman study Guide

- put a date on handouts and lecture notes (for example T1/Wk1) this will be useful for your revision

- use pen for notes and theory work but you may prefer to use pencil for workbook tasks and practical work
An assessment plan will be provided at the first lecture of 2016. Each week there will be:

- **two lectures of one hour** – bring note paper and pen but generally not required to bring books)

- **one tutorial session of two hours** – I will tell you during lectures what I expect you to have done or to bring to tutorial sessions –usually bring Essentials (and/or Study Guide)
for success:

- take notes during the lectures
- read your notes over again later on the same day (bus trips can be useful)
- make flash cards of important definitions and concepts and revise these often (again the bus trip can be ideal)
- slow and steady wins – do a little bit on most days
- prepare for tutorials by doing the work that is set and bring your own books, pens and calculator
- a small ruler in the pencil case is also a great idea
- ask questions and seek help when you need to
- choose to work with classmates who bring out the best in you so that you can work together
In my experience…….

in Year 12 most students will achieve the success that they deserve!