



University of the  
West of England

## MODULE SPECIFICATION

Part 1: Information			
Module Title	Academic Development for Accounting and Finance		
Module Code	UMADMG-15-1	Level	1
For implementation from	September 2017		
UWE Credit Rating	15	ECTS Credit Rating	15
Faculty	Business and Law	Field	AF
Department	AEF		
Contributes towards	BA(Hons)Accounting and Finance , BA(Hons) Banking and Finance		
Module type:	Standard		
Pre-requisites	None		
Excluded Combinations	None		
Co- requisites	None		
Module Entry requirements	None		

Part 2: Description
<p>The module primarily aims to assist students with the transition into an academic environment and the development of subject-specific as well as generic skills that underpin the process of academic inquiry and the development of graduate attributes. It introduces students to the fundamental elements of thinking and acting like a social scientist, including the soft skills necessary for personal effectiveness. It acknowledges that learning and knowledge creation in the subject area of Accounting and Finance requires students becoming active researchers as well as developing a range of academic skills. This includes a strong emphasis on critical thinking, academic and business writing for impact, reflection and the presentation of knowledge for different user groups and communication skills. Students are introduced to the range of research methods in the field of Accounting and Finance, both of a quantitative and qualitative nature.</p> <p>The module also aims to develop students' applied problem solving skills through identification of sources of accounting and financial information and data searching techniques.</p> <p>This module will address</p> <ul style="list-style-type: none"> <li>• Independent study skills and expectations</li> <li>• Academic reading and writing skills, practice and avoiding malpractice</li> <li>• Information literacy – quantitative and qualitative sources , information retrieval and evaluation skills</li> <li>• Developing criticality in practice</li> <li>• Confident communication – presentation, groups and teams</li> <li>• Introduction to academic research in accounting and finance</li> <li>• Personal effectiveness and being a reflective practitioner</li> </ul>

**Part 3: Assessment****Summative Assessment**

Students will be required to complete a portfolio of tasks which will include regular formative tasks and self-directed activities, as well as summative assessment submissions and personal reflections on their learning. The objective is to create a personal repository of skills development materials which can be added to and used to support further learning throughout the Programme. The portfolio approach will allow developmental tasks to be set and students to be able to evidence their learning progress through ongoing feedback and review. Peer review and self-directed study will be core elements in the module experience.

The module will be assessed by submission of a portfolio containing :

- a record of completion of the regular structured tasks for learning and skills development over the course of the module. (max 1,000 words) (30%)
- a critical review of an academic journal paper in the area of accounting and finance (1,250 words) (40%)
- a reflective evaluation of learning development and personal effectiveness (750 words) (30%)

Identify final timetabled piece of assessment (component and element)

*Component A*

% weighting between components A and B (Standard modules only)

**A:**

**100%**

**B:**

**First Sit**

**Component A** (controlled conditions)

**Description of each element**

**Element weighting**  
(as % of component)

1. Individual Integrated Portfolio (max 3,000 words)

100%

**Component B**

**Description of each element**

**Element weighting**  
(as % of component)

N/A

**Resit (further attendance at taught classes is not required)**

**Component A** (controlled conditions)

**Description of each element**

**Element weighting**  
(as % of component)

1. Individual Integrated Portfolio (max 3,000 words)

**100%**

**Component B**

**Description of each element**

**Element weighting**  
(as % of component)

N/A

**Part 4: Teaching and Learning Methods**

Learning Outcomes

On successful completion of this module students will be able to:

- Understand the concept of independent learning and become confident in taking responsibility for their own learning. (A)
- Demonstrate sound information literacy skills in reading, writing and researching information (A)
- Apply essential numeracy skills in preparing and interpreting academic work, (A)
- Evidence developing competence in critical thinking and evaluation (A)
- Engage in active reading of and reflection on academic research in a range of fields of finance (A)
- Measure and evaluate their personal effectiveness in relation to key academic skills(A)

Key Information Sets Information (KIS)	<p>Further detail on Key Information Sets and how the University is implementing its requirements can be found <a href="#">here</a>. This also contains further guidance on how to complete the information requested below.</p> <p>A KIS is required for every undergraduate programme (including integrated Masters and foundation degrees) so please fill this section if this module will contribute to an undergraduate programme.</p>																									
Contact Hours	<p>Double click in the table and type over the number of hours – the table will total automatically. Please ensure that it totals correctly.</p> <table border="1" data-bbox="518 526 1428 907"> <thead> <tr> <th colspan="5">Key Information Set - Module data</th> </tr> <tr> <td colspan="5">Number of credits for this module</td> </tr> </thead> <tbody> <tr> <td colspan="4"></td> <td style="text-align: center;">15</td> </tr> <tr> <th>Hours to be allocated</th> <th>Scheduled learning and teaching study hours</th> <th>Independent study hours</th> <th>Placement study hours</th> <th>Allocated Hours</th> </tr> <tr> <td style="text-align: center;">150</td> <td style="text-align: center;">36</td> <td style="text-align: center;">114</td> <td style="text-align: center;">0</td> <td style="text-align: center;">150</td> </tr> </tbody> </table>	Key Information Set - Module data					Number of credits for this module									15	Hours to be allocated	Scheduled learning and teaching study hours	Independent study hours	Placement study hours	Allocated Hours	150	36	114	0	150
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Total Assessment	<p>The table below indicates as a percentage the total assessment of the module which constitutes a;</p> <p><b>Written Exam:</b> Unseen or open book written exam  <b>Coursework:</b> Written assignment or essay, report, dissertation, portfolio, project or in class test  <b>Practical Exam:</b> Oral Assessment and/or presentation, practical skills assessment, practical exam (i.e. an exam determining mastery of a technique)</p> <p>Please note that this is the total of various types of assessment and will probably not reflect the component and module weightings in the Assessment section of this module description: Note also that, if students must complete, e.g. a piece of coursework in order to pass the module, it should be included *even if it will not count towards the final assessment*</p> <p>Double click in the table and type over the percentages – the table will total automatically. Please ensure that it amounts to 100%</p> <table border="1" data-bbox="630 1467 1324 1702"> <thead> <tr> <th colspan="2">Total assessment of the module:</th> </tr> </thead> <tbody> <tr> <td>Written exam assessment percentage</td> <td></td> </tr> <tr> <td>Coursework assessment percentage</td> <td style="text-align: center;">100%</td> </tr> <tr> <td>Practical exam assessment percentage</td> <td></td> </tr> <tr> <td colspan="2" style="text-align: right;">100%</td> </tr> </tbody> </table>	Total assessment of the module:		Written exam assessment percentage		Coursework assessment percentage	100%	Practical exam assessment percentage		100%																
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Reading List	<p><i>Please create a reading list on <a href="http://readinglists.uwe.ac.uk">http://readinglists.uwe.ac.uk</a>, and include a link to your list in this section.</i></p> <p>Essential reading:</p> <p>There is no core text, or simple combination of core texts, that would adequately address the material covered on this module.</p> <p>It is intended that students will identify and consult representative texts from two main strands linked to this module: a) literature relating to the nature of academic skills b) literature pertaining to academic research (with a focus on Accounting and Finance).</p>																									

Furthermore, students will be expected to make use of mainly academic journals (both online and print) and web-based sources in supporting their understanding of fundamental concepts and development of essential academic skills.

Students wishing to have a handbook may consider the following text which will also contribute support to the semester 2 Professional Development module.:

Morgan , P (2016) The Business students Guide to Study and Employability

*The list will be public and a living document, and can be further developed for teaching delivery at any time. This persistent link can be used for various other channels, e.g. module handbooks, Blackboard, external examiners. Information on how to [create reading lists for new modules](#) is available on the staff intranet.*

*Reading lists should follow the [Best Practice Guidance](#) developed by the library in collaboration with academic staff and students. This involves including a rationale to make it clear by when and for what purpose you are expecting students to read specific items or purchase texts, clear presentation and structure, ensuring accessibility by linking to digital content wherever possible, and updating and revising your list regularly.*

*Further information and guidance on reading lists and digitisation are available at <https://intranet.uwe.ac.uk/tasks-guides/Collection/using-readinglists>*

## FOR OFFICE USE ONLY

First CAP Approval Date	15 December 2016 Version 1 <a href="#">link to RIA</a>			
Revision CAP Approval Date <i>Update this row each time a change goes to CAP</i>		Version		<i>Link to RIA</i>
Revision CAP Approval Date		Version		
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