

UNIVERSITY OF ECONOMICS - VARNA
FACULTY OF FINANCE AND ACCOUNTING
DEPARTMENT OF ACCOUNTING

Adopted by the FC (record №11/25.04.2024):

Adopted by the DC (record №11/16.04.2024):

ACCEPTED BY:

Dean:

(Assos. Prof. Daniela Georgieva, PhD)

SYLLABUS

SUBJECT: INTRODUCTION TO ACCOUNTING

DEGREE PROGRAMME: All degree programmes from professional field “Economics” (in English language); BACHELOR’S DEGREE

YEAR OF STUDY: 2; SEMESTER: 3

TOTAL STUDENT WORKLOAD: 270 hours; incl. curricular 75 hours

CREDITS: 9

DISTRIBUTION OF STUDENT WORKLOAD ACCORDING TO THE CURRICULUM

<i>TYPE OF STUDY HOURS</i>	WORKLOAD, hours	TEACHING HOURS PER WEEK, hours
CURRICULAR: incl.		
• LECTURES	45	3
• SEMINARS / LAB. EXERCISES	30	2
EXTRACURRICULAR	195	-

Prepared by:

1.

(Assoc. Prof. Anita Atanassova, PhD)

2.

(Ch. Assist. Prof. Atanas Atanasov, PhD)

3.

(Ch. Assist. Prof. Dragan Georgiev, PhD)

Head of Department

of accounting:

(Assoc. Prof. Nadezhda Popova-Yosifova, PhD)

I. ANNOTATION

Introduction to Accounting is a part of the fundamental level course, designed to give the students general understanding of the principles of accounting. In similar university programs the course is also known as “Accounting Theory” or “Fundamentals of accounting”. It serves as a base for Financial accounting where the knowledge will be extended to cover the accounting treatment of specific transactions and events.

The course introduces core accounting concepts – it presents the basic accounting principles, the elements of accounting and the accounting equation; it reveals the double-entry accounting system and deals with analyzing and journalizing business transactions; it illustrates the accounting cycle and presents the basics of financial statements preparation.

The course also aims to broaden the students’ understanding of the function of accounting and the accountant in an organization, the types of business organizations, the role of legal regulation in accounting and the control function of accounting.

This course provides generally applicable accounting knowledge and is not limited to the accounting practice of a specific country. It gives some insights into the IAS and the US GAAP, but it also gives the local perspective of a typical European accounting system country, such as Bulgaria.

Competencies:

- 1. Language literacy, including;*
- 2. Multilingual competence, including;*
- 3. Mathematical competence and competence in the field of exact sciences, technologies and engineering, including;*
- 4. Digital competence, including;*
- 5. Personal and social competence, including;*
- 6. Civil competence, including*
- 7. Entrepreneurial competence, including.*

The discipline is integrated/hybrid. It uses linguistic, psychological, social, economic, accounting, legal knowledge, management approaches, research methods and other skills.

II. THEMATIC CONTENT

№	TITLE OF UNIT AND SUBTOPICS	NUMBER OF HOURS		
		L	S	L.E.
Theme 1. Accounting in action		8	6	
1.1	Nature of accounting. The role of accounting in the organization. Relationship between the accounting system and other functions in the organization. Subfields of accounting.			
1.2	Purpose and forms of business organizations. Stakeholders. The agency theory. Business organizational structure. Organisational culture. Committees. Governance and social responsibility. Duties and responsibilities of the governing bodies.			
1.3	External factors affecting the business. Economic factors, technological factors, socio-cultural factors, demographics, political and legal factors, nature and environment, competition.			
1.4	Users of accounting data. Internal and external users. The purpose of financial statements for external parties. Management accounting and the purpose of management accounting reports.			
1.5	Qualitative characteristics of the financial information. Underlying assumptions, principles and constraints. Historical cost principle. Fair value measurement. Current cost. Value in use.			
1.6	Financial systems in the organization.			

1.7	Legislation and regulations governing accounting. Companies Act. Generally accepted accounting principles. Accounting Standards.			
1.8	Elements of financial statements. Classification of assets, liabilities and owners equity. The accounting equation.			
1.9	Types of business transactions.			
1.10	Basics of Financial statements.			
2. The recording process		7	4	
2.1	The account. Debit and Credit rules. Types of accounts. Models of accounts. Double-entry system.			
2.2	The steps in the recording process. Source documents. The Journal. Journalizing. Simple and compound entries. The Ledger. Posting.			
2.3	Chart of accounts. Types of Coding Systems in accounting.			
2.4	The Trial Balance- Continental and Anglo- American approach. Locating Errors. Limitations of the Trial Balance.			
3. Adjusting the accounts		8	5	
3.1	Timing issues. Accrual- versus Cash-Basis Accounting. Recognizing revenues and expenses.			
3.2	Adjusting entries. Types of adjusting entries. Deferrals/prepayments and accruals.			
3.3	Adjusted Trial balance and financial statements.			
4. Completing the accounting cycle		8	5	
4.1	Using a worksheet.			
4.2	Closing the books. Temporary and permanent accounts. Closing entries.			
4.3	Post-closing trial balance.			
4.4	Reversing entries. Accounting errors. Errors of omission, commission and principle. Correcting entries. Suspense accounts.			
4.5	Classified Statement of financial position /balance sheet/.			
5. Accounting for merchandising operations		8	5	
5.1	Operating cycles of a service company and a merchandising company. The Inventory account.			
5.2	Perpetual inventory system. Periodic inventory system.			
5.3	Recording purchases of merchandise. Freight costs. Purchase returns and allowances. Purchase discounts.			
5.4	Recording sales of merchandise. Sales returns and allowances. Sales discounts			
5.5	Completing the accounting cycle. Adjusting entries. Closing entries.			
5.6	Multiple step income statement. Statement of profit and loss and other comprehensive income.			
6. Accounting information systems		3	3	
6.1	Basic concepts of accounting information systems. Computerized accounting systems. Types of software applications used in accounting. Manual accounting systems.			
6.2	Subsidiary ledgers and control accounts. Special journals.			
7. Control features of accounting		2	2	
7.1	The nature of fraud. Types of fraud. Money laundering.			
7.2	Cash controls.			
7.3	Control features of a bank account. Reconciling the Bank account.			
7.4	Control over the assets and liabilities of an enterprise, using the accounting system			
8. The role of people in accounting and business.		1		
Total:		45	30	

III. FORMS OF CONTROL:

№	TYPE AND FORM OF CONTROL	Number	extracurricular, hours
1.	Midterm control		
1.1.	Course project on a predefined theme	1	40
1.2.	Midterm test	1	30
1.3.	Homework	5	30
Total midterm control:		7	90
2.	Final term control		
2.1.	Examination	1	95
Total final term control:		1	95
Total for all types of control:		8	195

IV. LITERATURE

REQUIRED (BASIC) LITERATURE:

1. Weygandt, J., Kimmel, P. and D. Kieso, Financial Accounting: IFRS, 3rd Edition, Wiley, September 2015, ©2016
<http://eu.wiley.com/WileyCDA/WileyTitle/productCd-1118978080,subjectCd-AC10.html>
2. CIMA C02 Study Text Fundamentals of Financial Accounting, Kaplan Publishing 2015, UK
<http://kaplan-publishing.kaplan.co.uk/cima/C02/Pages/study-text.aspx>
3. ACCA F1 Complete Text Accountant in Business (AB), Kaplan Publishing 2015, UK
<http://kaplan-publishing.kaplan.co.uk/acca-books/f1/pages/complete-text.aspx>
4. ACCA F3 Complete Text Financial Accounting (FA), Kaplan Publishing 2015, UK
<http://kaplan-publishing.kaplan.co.uk/acca-books/F3/Pages/complete-text.aspx>

RECOMMENDED (ADDITIONAL) LITERATURE:

1. Weygandt, Kimmel, Kieso, Accounting Principles, 12 edition (international), USA, 2016
<http://eu.wiley.com/WileyCDA/WileyTitle/productCd-EHEP003230.html>
2. International Financial Reporting Standards
3. <http://www.ifrs.org>