



DUT
DURBAN UNIVERSITY OF TECHNOLOGY
INYUVESI YASETHEKWINI YEZOBUCHWEPHESHE



FACULTY OF
ACCOUNTING
& INFORMATICS

MANAGEMENT ACCOUNTING 2021 HANDBOOK

**FACULTY OF
ACCOUNTING AND
INFORMATICS**

**DEPARTMENT OF
MANAGEMENT ACCOUNTING**

FACULTY VISION

A globally recognized faculty for academic excellence.

FACULTY MISSION STATEMENT

“Developing Leaders for the Information Society” Through:

- Excellence in teaching and learning
- Relevant research and Creative Innovation
- Social Entrepreneurship

DEPARTMENTAL VISION

A premier department for academic excellence.

DEPARTMENTAL MISSION

“Empowering Leaders in Managerial Accounting and Finance” Through:

- Student-centred Teaching, Learning and Assessment
- Applied Research and Collaboration
- Entrepreneurship and Community Engagement

What is a University of Technology?

A university of technology is characterized by being research informed rather than research driven where the focus is on strategic and applied research that can be translated into professional practice. Furthermore, research output is commercialized thus, providing a source of income for the institution. Learning programmes, in which the emphasis on technological capability is as important as cognitive skills, are developed around graduate profiles as defined by industry and the professions.

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IMPORTANT NOTICE

The departmental rules in this handbook must be read in conjunction with the University of Technology's General Rules contained in the current General Handbook for Students.

NOTE TO ALL REGISTERED STUDENTS

Your registration is in accordance with all current rules of the Institution. If, for whatever reason, you do not register consecutively for every year/semester of your programme, your existing registration contract with the Institution will cease. Your re-registration anytime thereafter will be at the discretion of the Institution and, if permitted, will be in accordance with the rules applicable at that time.

I. CONTACT DETAILS

All departmental queries to:

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2. STAFFING Name and Qualification

Senior Lecturer & Head of Department (ACTING)

Dr. O.M. Olarewaju, PhD (ACC) (UKZN); B.Sc. MSc. (ACC) (OAU); CA (NIG), BAP (SA), ACMA (UK), CGMA (USA)

Senior Lecturer

Dr F Marimuthu, PhD (FIN) (UKZN); MBA (UDW); B Tech CMA; ND CMA (MLST)

Lecturers

Mrs M Cloete, M Acc (DUT); B Tech CMA (TN); HDE (Econ Sci) (UND)

Miss M P Msomi, B Tech CMA; ND CMA (DUT)

Mrs A Maharaj, M Tech CMA (DUT); B Tech CMA; ND FIS (DUT)

Mr SK Naidoo, M Tech CMA (DUT); NHD Cost Accounting; ACIS

Mr N R Nunden, B Com Hons (Man. Acc) (UND); B Tech CMA; N D CMA.

Dr Z W Nzuza, PhD (Acc research); M CMA (DUT); NHC Project Mgt (MANCOSA); Professional Accountant (SA).

Mrs V Yearwood, B Tech CMA (TN); HDE (Econ. Sci.) (UND)

Miss S Zunckel, M Acc (DUT) B Tech CMA; ND CMA (DUT)

Mrs S Singh, B Tech CMA; ND CMA (DUT)

Mrs OA Arise, M Acc (DUT); BSc Hons (ACC)

Technician

Mr B Nkosi, B Tech FIS (DUT); ND FIS (TN)

3. PROGRAMMES OFFERED BY THE DEPARTMENT

All the programmes offered by the Department are accredited by Chartered Institute of Management Accountant (CIMA).

Programmes are offered in this Department, which, upon successful completion, lead to the award of the following qualifications:

Qualification	SAQA NLRD Number
<u>New offerings</u>	
Diploma: Management Accounting	
Advanced Diploma: Management Accounting	110829
Post Graduate Diploma: Management Accounting	
Master's Degree in Accounting	96845
<u>Old offerings</u>	
National Diploma: Cost and Management Accounting ¹	72220
National Diploma: Cost and Management Accounting: (Extended curriculum programme) ²	72220
Bachelor of technology: Cost and Management Accounting	72123

1. The National Diploma: Cost and Management Accounting was re-curriculated and is phased-out to allow for the new Diploma in Management Accounting. The last cohort of first-time entering students admitted to the National Diploma qualification was January 2019 and no new registrations will be allowed onto this qualification (inclusive of transfer students).
2. The National Diploma: Cost and Management Accounting (Extended Curriculum Programme) was re-curriculated and is phased-out to allow for the new Diploma in Management Accounting (Extended Curriculum Programme). The last cohort of first-time entering students admitted to the National Diploma qualification was January 2019 and no new registrations will be allowed onto this qualification (inclusive of transfer students). The department is currently awaiting the accreditation of the Extended Curriculum Programme The programme may be offered in the near future.
3. The Bachelor of Technology Degree will be phased and the Advanced Diploma: Management Accounting will be introduced in 2019.

The department is currently awaiting the accreditation of the Diploma in Management Accounting (Extended Curriculum Programme) and the PhD: Accounting. The proposed date of implementation for the aforementioned programmes is 2021/2022.

The articulation from the Diploma to PhD is indicated below.

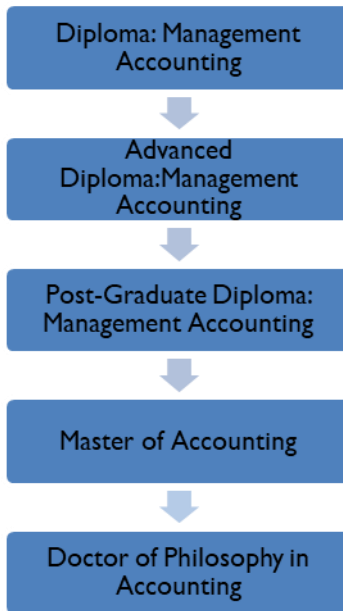


Figure 1 Articulation from Diploma to PhD Degree

4. PROGRAMME INFORMATION ENTRANCE REQUIREMENTS AND RULES

4.1 Diploma: Management Accounting: DIMACI (3 Years) Entrance Requirements

In addition to the DUT General Rules pertaining to admission and registration (Rule G7 (1) and G7 (2) (b) (ii) refer), the minimum admission requirements to the Diploma is

NSC REQUIREMENTS		SENIOR CERTIFICATE REQUIREMENTS Senior Cert. or equivalent qualification		
Compulsory Modules	NSC Rating Code	Compulsory Modules	HG	SG
English (home) OR English(1st additional)	3 4	Maths OR Accounting	E D	D C
Maths OR Accounting	3 4	OR		
AND Three 20 credit modules	3	Pass in Maths or Accounting with 30 points or more		
OR		Students applying will be ranked according to the points system based on the ranking code per General Rule 7. <u>Applicants with TVET colleges NCV entrance requirements:</u> A level 4 national certificate vocational with the following minimum requirements: 1.At least 50% in three fundamental modules including English 2.At least 60% in three compulsory vocational modules.		
English (home) OR English(1st additional)	3 4			
Maths literacy	5			
And Accounting	4			
And Two 20 credits modules	3			

4.2 ADVANCED DIPLOMA: MANAGEMENT ACCOUNTING: ADMACI

Entrance Requirements

The minimum admission requirements for the Advanced Diploma in Management Accounting are:

- Diploma in Management Accounting
- National Diploma in Cost and Management Accounting
- An appropriate diploma or bachelor's degree at NQF level 6

Meeting the minimum requirements for this programme does not necessarily guarantee admission to the programme due to space constraints. Students that meet their entrance requirements will be ranked according to the academic results of the previous completed qualification at NQF level 6. Recognition of prior learning (RPL) can be used to grant access to students who do not meet the minimum admission requirements. RPL is module to the DUT RPL Policy.

Duration of instructional programme

One (1) year full- time

Two (2) years part-time.

4.3 POST GRADUATE DIPLOMA: MANAGEMENT ACCOUNTING

Entrance Requirements

The minimum admission requirements for the Post Graduate Diploma in Management Accounting are:

- Advanced Diploma in Management Accounting
- OR an appropriate and relevant qualification at NQF level 7 with Management Accounting 4 and Financial Reporting/Accounting 4.

In addition to meeting the above requirements, candidates are required to comply with rule G22 (B) which states that no person shall be registered for a Postgraduate Diploma unless that person is in possession of an appropriate Advanced Diploma, or Bachelor's Degree, or has been granted status or advanced standing (Rule G10), and complies with Rules G3 and G4, and the rules of the academic department offering the qualification.

Meeting the minimum requirements for this programme does not necessarily guarantee admission to the programme due to space constraints. Students that meet their entrance requirements will be ranked according to the academic results of the previous completed qualification at NQF level 7. Recognition of prior learning (RPL) can be used to grant access to students who do not meet the minimum admission requirements. RPL is module to the DUT RPL Policy.

Duration of instructional programme

Minimum Duration

The minimum duration is one year of registered study.

Maximum duration

The maximum duration is two years of registered study.

4.4. MASTER'S DEGREE IN ACCOUNTING: MSACCI MINIMUM ADMISSION REQUIREMENTS: Master's Degree in Accounting (MACC)

In addition to the requirement Rule G24 of the General Rules of the DUT, the following shall apply:

The candidate must have been awarded an Honours Degree (NQF level 8 (new HEQSF)) or a Post Graduate Diploma qualification in the field of either Financial Accounting, Management Accounting, Taxation or Auditing.

Candidates who have completed an Honours Degree or a B Tech qualification in any accounting discipline (as noted above) on the old HEQF, may be considered for the Master's Degree on condition that they are able to obtain a status for level 8 which may entail additional courses required as determined by the department.

Instructional Programme

This instructional programme comprises a research project culminating in a dissertation. In their dissertation students must prove that they understand a particular problem in the industry in which they have done research, are able to analyse and set it out logically, are able to arrive at logical conclusions or a diagnosis, and then able to make proposals for the improvement/the elimination of the problem.

The dissertation must comply with the normal general technical requirements and rules with regard to scope, quality and layout per Rule G43.

Duration of instructional programme.

The minimum duration of the degree is one year and the maximum duration is 3 years.

5. PROGRAMME STRUCTURE

5.1 DIPLOMA: MANAGEMENT ACCOUNTING: DIMACI

Year 1

Name of module	Module Code	NQF level	Study level (Semester)	Module Credit	*C/E	Pre-requisite	Co-requisite	Exam
Financial Accounting 1a	FICC101	5	21	12	C	N/A	N/A	Y
Financial Accounting 1b	FICC102	5	22	12	C	N/A	N/A	Y
Cost and Management Accounting 1a	COMA101	5	21	12	C	N/A	N/A	Y
Cost and Management Accounting 1b	COMA102	5	22	12	C	N/A	N/A	Y
Principles of Microeconomics	PRMI101	5	21	12	C	N/A	N/A	Y
Principles of Macroeconomics	PRMA102	5	22	12	C	N/A	N/A	Y
Business Fundamentals 1	BUFU101	5	21	12	C	N/A	N/A	Y
Business Information Systems 1a	BUSY101	5	21	8	C	N/A	N/A	Y
Cornerstone 101	CSTN101	5	21	12	C	N/A	N/A	N
Values in the workplace	VWKP101	5	22	8	C	N/A	N/A	N
Quantitative Techniques 1a	QUTE101	5	21	8	C	N/A	N/A	Y
Taxation 1	TAXT101	5	21	12	C	N/A	N/A	Y
Quantitative Techniques 1b	QUTE102	5	21	8	C	N/A	N/A	Y
Commercial Law for Accountants 1	COLA101	5	22	8	C	N/A	N/A	Y

Year 2

Name of module	Module Code	NQF level	Study level (Semester)	Module Credit	*C/E	Pre-requisite	Co-requisite	Exam
Commercial Law for Accountants 2a	COLA201	5	21	8	C	Commercial Law for Accountants 1	N/A	Y
Commercial Law for Accountants 2b	COLA202	5	22	8	C	Commercial Law for Accountants 1	N/A	Y
Business Fundamentals 2	BUFU201	6	21	12	C	Business Fundamentals 1	N/A	Y
Financial Accounting 2a	FICC201	6	21	12	C	Financial Accounting 1a & 1b	N/A	Y
Financial Accounting 2b	FICC202	6	22	12	C	Financial Accounting 1a & 1b	N/A	Y
Cost and Management Accounting 2a	COMA201	6	21	12	C	Cost and Management Accounting 1a & 1b	N/A	Y
Cost and Management Accounting 2b	COMA202	6	22	12	C	Cost and Management Accounting 1a & 1b	N/A	Y
Taxation 2a	TAXT201	6	21	12	C	Financial Accounting 1a & 1b and	N/A	Y

						Taxation I		
Taxation 2b	TAXT202	6	21	12	C	Financial. Accounting 1a & 1b and Taxation I	N/A	Y
Auditing 2a	AUDI201	5	21	12	C	Financial. Accounting 1a & 1b	N/A	Y
Auditing 2b	AUDI202	5	22	12	C	Financial Accounting 1a & 1b	N/A	Y

Year 3

Name of module	Module Code	NQF level	Study level (Semester)	Module Credit	*C/E	Pre-requisite	Co-requisite	Exam
Management Accounting 3a	MANA301	6	21	12	C	Cost and Management Accountants 2a & 2b	N/A	Y
Management Accounting 3b	MANA302	6	22	12	C	Cost and Management Accounting 2a & 2b	N/A	Y
The Global Environment	GLEN301	6	21	8	C	N/A	N/A	Y
Community Engagement	COME301	6	21	8	C	N/A	N/A	Y
Business Information Systems 1b	BUSY102	5	22	8	C	N/A	N/A	Y
Organisational Management 1a	ORGM301	6	22	8	C	N/A	N/A	Y
Organisational Management 1b	ORGM302	6	22	8	C	N/A	N/A	Y
Corporate Procedures	CORP301	6	21	12	C	Commercial Law for Accountants 2a & 2b	N/A	Y
Entrepreneurial Spirit	ESPN101	6	21	12	C	Business. Fundamentals 1 & 2	N/A	Y
Applied Financial Accounting 3a	APFA301	7	21	12	C	Financial. Accounting 2a & 2b	N/A	Y
Applied Financial Accounting 3b	APFA302	7	22	12	C	Financial. Accounting 2a & 2b	N/A	Y

*C = Compulsory; E = Elective

5.2 ND: Cost and Management Accounting NDCMA3 (Phased out)

MODULES	CODES	*PRE-REQUISITES
Year 1 - Study period 1		
Semester 1		
Financial Accounting I (M1)	FACCI13	n/a
Cost Accounting I	CTAC101	n/a
Economics I (M1)	ECMCI12	n/a
Business information system (M1)	BISY111	n/a

Communication I	CMUN101	n/a
Semester 2		
Financial Accounting I (M2)	FACC123	n/a
Business Calculations I	BCAL101	n/a
Economics I (M2)	ECMC122	n/a
Entrepreneurial Skills I	ENSK103	n/a
Commercial Law I	CLAC101	n/a
Year 2 - Study period 2		
Semester 1		
Financial Accounting 2 (M1)	FACC213	FACC113 FACC123
Cost Accounting 2 (M1)	CTAC211	CTAC101
Commercial Law 2 (M1)	CLAC211	CLAC101
Auditing 2 (M1)	AUDT212	FACC113 FACC123
Taxation I	TAXN102	FACC113 FACC123
Semester 2		
Financial Accounting 2 (M2)	FACC223	FACC113 FACC123
Cost Accounting 2 (M2)	CTAC221	CTAC101
Business information system (M2)	BISY121	n/a
Auditing 2 (M2)	AUDT222	FACC113 FACC123
Commercial Law 2 (M2)	CLAC221	CLAC101
Year 3 - Study period 3		
Semester 1		
Financial Accounting 3 (M1)	FACC313	FACC213 FACC223
Taxation 2 (M1)	TAXN211	TAXN102
Organisational Management 3 (M1)	ORMN311	n/a
Management Accounting 3 (M1)	MGTA312	CTAC211 CTAC221
Corporate Procedures 2	CRPP201	CLAC211 CLAC221
Semester 2		
Financial Accounting 3 (M2)	FACC323	FACC213 FACC223
Taxation 2 (M2)	TAXN221	TAXN102
Management Accounting 3 (M2)	MGTA322	CTAC211 CTAC221
Organisational Management 3 (M2)	ORMN321	n/a
Business Statistics 2	BSTS201	BCAL101

5.3 ND: Cost and Management Accounting Extended Curriculum Programme NDCAF2 (Phased out)

MODULES	CODES	*PRE-REQUISITES
<u>Year 1 - Study period 1</u>		
<u>Annual</u>		
Accounting professional practice	APRP101	n/a
<u>Semester 1</u>		
Quantitative Literacy	QTLT101	n/a
Financial Accounting 1 (M1)	FACC113	n/a
Business information system (M1)	BISY111	n/a
Communication 1	CMUN101	n/a
<u>Semester 2</u>		
Financial Accounting 1 (M2)	FACC123	n/a
Business Calculations 1	BCAL101	n/a
Entrepreneurial Skills 1	ENSK103	n/a
<u>Year 2 - Study period 2</u>		
<u>Semester 1</u>		
Financial Accounting 2 (M1)	FACC213	FACC113 FACC123
Economics 1 (M1)	ECMC112	n/a
Cost Accounting 1	CTAC101	n/a
Taxation 1	TAXN102	FACC113 FACC123
<u>Semester 2</u>		
Financial Accounting 2 (M2)	FACC223	FACC113 FACC123
Business information system (M2)	BISY121	n/a
Economics 1 (M2)	ECMC122	n/a
Commercial Law 1	CLAC101	n/a
<u>Year 3 - Study period 3</u>		
<u>Semester 1</u>		
Financial Accounting 3 (M1)	FACC313	FACC213 FACC223
Cost Accounting 2 (M1)	CTAC211	CTAC101
Taxation 2 (M1)	TAXN211	TAXN102
Commercial Law 2 (M1)	CLAC211	CLAC101
<u>Semester 2</u>		
Financial Accounting 3 (M2)	FACC323	FACC213 FACC223
Taxation 2 (M2)	TAXN221	TAXN102

Cost Accounting 2 (M2)	CTAC221	CTAC101
Commercial Law 2 (M2)	CLAC221	CLAC101
Year 4 - Study period 4		
Semester 1		
Organisational Management 3 (M1)	ORMN311	n/a
Management Accounting 3 (M1)	MGTA312	CTAC211 CTAC221
Auditing 2 (M1)	AUDT212	FACC113 FACC123
Corporate Procedures 2	CRPP201	CLAC211 CLAC221
Semester 2		
Organisational Management 3 (M2)	ORMN321	n/a
Auditing 2 (M2)	AUDT222	FACC113 FACC123
Management Accounting 3 (M2)	MGTA322	CTAC211 CTAC221
Business Statistics 2	BSTS201	BCAL101



5.4 B TECH: Cost and Management Accounting BTCMA2 (Phased out)

Modules	Codes	Assessment method	NQF Level	Pre-requisites
Year I (Study period I)				
Semester 1				
Research Methodology (Annual)	RSMT101	C/A	7	
Management Accounting IV (M1)	MGTA411	Exam	7	
Financial Management IV (M1)	FNLM413	Exam	7	
Systems and Project Management (M1)	SYPM411	Exam	7	
Financial Reporting IV (M1)	FNRP411	Exam	7	
Year I (Study period I)				
Semester 2				
Management Accounting IV (M2)	MGTA421	Exam	7	
Financial Management IV (M2)	FNLM423	Exam	7	
Business Strategy II	BSTY201	Exam	7	
Systems and Project Management (M2)	SYPM421	Exam	7	
Financial Reporting IV (M2)	FNRP421	Exam	7	

C/A = Continuous assessment

5.5 Advanced Diploma: Management Accounting: ADMAC I (Full time)

Modules	Codes	Assessment method	NQF Level	Pre-requisites
Study period I				
Semester 1				
Financial Management 4a	FINM401	Exam	7	N/A
Financial Reporting 4a	FIRP401	Exam	7	N/A
Management Accounting 4a	MAAC401	Exam	7	N/A
System and project management 4a	SSPM401	Exam	7	N/A
Risk Management	RIMA401	Exam	7	N/A
Semester 2				
Strategic planning	STPL401	Continuous Assessment	7	N/A
Financial Management 4b	FINM402	Exam	7	N/A
Financial Reporting 4b	FIRP402	Exam	7	N/A
Management Accounting 4b	MAAC402	Exam	7	N/A
System and Project Management 4b	SSPM402	Exam	7	N/A

Advanced Diploma: Management Accounting: ADMAC I (Part time)

Modules	Codes	Assessment method	NQF Level	Pre-requisites
Study period I				
Semester 1				
Financial Management 4a	FINM401	Exam	7	N/A
Management Accounting 4a	MAAC401	Exam	7	N/A
System and project management 4a	SSPM401	Exam	7	N/A
Semester 2				
Financial Management 4b	FINM402	Exam	7	N/A
Management Accounting 4b	MAAC402	Exam	7	N/A
System and Project Management 4b	SSPM402	Exam	7	N/A
Modules	Codes	Assessment method	NQF Level	Pre-requisites
Study period 2				
Semester 1				
Financial Reporting 4a	FIRP402	Exam	7	N/A
Risk Management	RIMA401	Exam	7	N/A
Semester 2				
Strategic planning	STPL401	Continuous Assessment	7	N/A
Financial Reporting 4b	FIRP402	Exam	7	N/A

5.6 Post Graduate Diploma in Management Accounting (Qualification code to be advised)

Modules	Codes	Assessment method	NQF Level	Pre-requisites
Study period 1				
Semester 1				
Advanced Management Accounting a	TBA	Exam	8	N/A
Advanced Financial Reporting	TBA	Exam	8	N/A
Financial Markets	TBA	Exam	8	N/A
Risk and Project Management a	TBA	Exam	8	N/A
Research Methodology	TBA	Exam	8	N/A
Semester 2				
Advanced Management Accounting b	TBA	Exam	8	Advanced Management Accounting a
Risk and Project Management b	TBA	Exam	8	N/A
Advanced Financial Management	TBA	Exam	8	N/A
Corporate Governance	TBA	Exam	8	N/A
Research Project	TBA	Continuous Assessment	8	Research Methodology

6. REGISTRATION AND RE-REGISTRATION RULES

Examinations and Continuous Assessment.

Year marks are awarded for tests written (or orals) and assignments during the academic year. The number and duration of module tests are set out in the module learner guides issued to students at the first lecture.

Course Marks

Each module has a course mark unless performance is evaluated by the continuous evaluation method as approved by Senate.

Eligibility for examinations

A student will be permitted to write the final examination in a module if he/she has obtained a course mark of 40% or more.

RE-REGISTRATION RULES

6.1 Diploma in Management Accounting:

In addition to Rules G14, G16, G17 and G21 the following table is applicable

Year	Minimum credits
1	60
2	128
3	240
4	300

Students shall pass and accumulate the minimum number of credits at the end of each year

as indicated in the table above. The projection allows the student to finish his studies at a period of 5 years without intervention. Should a student not achieve the minimum credit indicated in the table below, he/she will not be permitted to register in the subsequent year.:

Appeals

Any student wishing to appeal against:

- (a) the implementation of any rule must do so in the first instance to the relevant Head of Department;
- (b) the decision of a Head of Department must do so via the relevant Executive Dean who will make a final decision.

Maximum Time Allowed for Completion of Qualifications

The maximum duration is five years of registered study. The periods of incomplete study at another institution or department will be included in the assessment..

6.2 National Diploma Cost and Management Accounting:

Re-admission to later years of study

In addition to Rule G17, a student must successfully pass 50% or more of the registered modules in order to re-register for the programme

Note: This programme is being phased out and failure to meet the minimum requirements for progression to the next level, may result in students being moved to the Diploma in Management Accounting

Appeals

Students may apply with motivation to the Head of Department, in writing, to be re-considered for re-admission. The Head of Department will make a recommendation to the Faculty Board for a decision.

Maximum Time Allowed for Completion of Qualifications

The maximum duration is five years of registered study. The periods of incomplete study at another institution or department will be included in the assessment

6.3 BACHELOR OF TECHNOLOGY: COST AND MANAGEMENT ACCOUNTING

Re-admission to later years of study

In addition to Rule G17, a student must successfully pass 50% or more of the registered modules in order to re-register for the programme.

Note: This programme is being phased out only for existing students in the system and NO new students will be enrolled for this programme.

Appeals

Any student wishing to appeal against:

- (a) the implementation of any rule must do so in the first instance to the relevant Head of Department;
- (b) the decision of a Head of Department must do so via the relevant Executive Dean who will make a final decision.

Maximum Time Allowed for Completion of Qualifications

The maximum time allowed for completion of qualifications is twice the minimum time of study for the qualifications. The periods of incomplete study at another institution / department will be included in the assessment.

Note: This programme is being phased out only for existing students in the system and NO new students will be enrolled for this programme.

6.4 ADVANCED DIPLOMA: MANAGEMENT ACCOUNTING : ADMACI

Re-admission to later years of study

In addition to Rule G17, a student must successfully pass 50% or more of the registered modules in order to re-register for the programme.

Appeals

Any student wishing to appeal against:

- (a) the implementation of any rule must do so in the first instance to the relevant Head of Department;
- (b) the decision of a Head of Department must do so via the relevant Executive Dean who will make a final decision.

Maximum Time Allowed for Completion of Qualifications

The maximum duration is two years of registered study. The periods of incomplete study at another institution or department will be included in the assessment

6.5 POST GRADUATE DIPLOMA: MANAGEMENT ACCOUNTING

Re-admission to later years of study

Full time student who are enrolled for a Post Graduate Diploma must pass all ten modules. In addition to Rule G17, a student must successfully pass 50% or more of the registered modules in order to re-register for the programme.

6.6 MASTER OF ACCOUNTING: MSACCI

WARNING OF UNSATISFACTORY ACADEMIC PROGRESS

A student shall be excluded from and refused re-registration:

If there is non-compliance in terms of Rule G24 (2) (b) of the Durban University of Technology's General Handbook.

If the student fails to obtain the qualification within three years after first registering for it the Senate may refuse to renew the students' registration or may

impose any conditions, it deems fit. A student may apply to the Executive Committee of the Faculty Board for an extension.

- 6.6.1 If the student does not have an approved research proposal within 6 months of first registration AND submit periodic progress reports. If progress is unsatisfactory, the Faculty Research Committee may elect to de-register the student.
- 6.6.2 If in the opinion of the supervisor/s and the Faculty Board, the student fails to maintain minimum progress in their research project.

7 MODULE CONTENT

IMPORTANT:

Students must read this section in conjunction with the relevant module learner guides

7.1 DIPLOMA MANAGEMENT ACCOUNTING

Business Information Systems Ia

Understand the function of the hardware elements and software of the computer.

- Describe the special requirements of an enterprise-size organization.
- Describe the different phases involved in development of an information system

Business Fundamentals I

- Manage principles of key business aspects such as time and stress within your everyday and academic life.
- Develop and apply written and verbal skills for effective interpersonal, group and organisational communication within business context.
- Identify and use information from a variety of sources ethically and responsibly.
- Demonstrate an awareness of cultural, social justice issues and ethics in the business world.
- Apply basic business literacy concepts small businesses.

Commercial Law for Accountants I

- Explain the basic framework of the South African Legal system, including the sources of law and the judiciary;
- Interpret and apply the general principles of the law of contract;
- Interpret and apply the law relating to the contract of sale;
- Explain the establishment of representation and its effect in a contract of agency and discuss the extent of liability of an agent;
- Explain and apply the legal principles governing delictual liability and unjustified enrichment.

Cornerstone 101

Identify and critically interrogate particular *constructions* about themselves and others in the context of a diverse society.

- Apply communication practices appropriate to higher education.
- Demonstrate values of respect, accountability and responsibility in relation to a just society and a sustainable environment

Cost and Management Accounting Ia

- Application of the basic principles of cost classification and terminology.

- Define and explain the different terms and concepts in respect of stock holding and administer different stock systems.
- Administer remuneration systems.
- Classification and analysis of overheads and allocation of overheads by means of predetermined rates.
- Discuss the cost flow in a manufacturing concern determine cost of manufactured products and services.
- Apply the Cost-volume-profit analysis as a management tool.

Cost and Management Accounting Ib

- Discuss the basic principles of Integrated and Interlocking costing systems
- Classification and analysis of overheads and allocation of overheads by means of predetermined rates in Job Costing.
- Discuss the cost flow in contracts to determine cost of service
- Apply the various concepts in Case studies for decision making purposes.

Financial Accounting Ia

- Identify the elements and the effect of transactions on the accounting equation.
- Record transactions within the accounting system from source document to conclusion in the financial statements.
- Prepare year end procedures including adjustments and closing entries.
- Enter transactions using both the perpetual and periodic inventory systems including the recoding of VAT.
- Draw up a manufacturing statement to calculate the cost of manufacture of finished goods.
- Reconcile the General Ledger Bank account with the Bank Statement.

Financial Accounting Ib

- Prepare a set of financial statements for a sole trader using correct disclosure.
- Record changes in assets especially the purchase, depreciation and disposal of property, plant and equipment.
- Present liabilities in the financial statements showing non-current and current portions.
- Understand the difference between the equity of a sole trader, partnership, close corporation and a company.
- Prepare accounting records for partnerships with respect to profit sharing, admission of a partners and the liquidation of a partnership.
- Record the issue of share capital in a company and its effect on the equity of a company.
- Prepare the financial statements of a close corporation.

Principles of Macroeconomics

- Use appropriate models to explain how the macro-economy operates.
- Explain macroeconomic objectives and their measurement.
- Apply the relevant quantitative analysis to measure the relevant economic indicators in the macro-economy.
- Explain the role of the monetary sector within the macro-economy.
- Discuss the role of the government within the mixed economic system.

- Explain the interaction between the domestic economy and the foreign sector (international sector).

Principles of Microeconomics

- Define Economics, the economic problem and its implications.
- Use a graphical model to explain how a market economy works, identify the participants in this economy and describe the interrelationships between them.
- Use demand and supply diagrams to explain how price and output are determined in free and regulated goods markets.
- Explain the concept of elasticity and its application in business decisions.
- Use demand and supply diagrams to explain how wages and employment are determined in the perfect and imperfect labour markets.
- Analyse the cost and revenue structure of a profit maximizing firm.
- Evaluate the decisions of firms in perfect and imperfect market structures, both in the short-run and the long-run periods

Quantitative Techniques 1a

- To perform basic mathematical and financial calculations in the business environment as a mean in assisting in decision making.
- To perform the summarizing and analyzing of data in the business environment to assist in decision-making.

Values in the workplace

- Identify personal values and how it influences values about others in the context of a diverse workplace.
- Understand the interconnections between values, spirituality, ethics, and leadership.
- Develop a greater level of social responsibility and demonstrate appropriate spiritually based values for the workplace.

Auditing 2a

- Describe the reasons for having an auditor, differentiate between the types of auditors,
- Understand the four parts of the Code of professional conduct apply the application of the code and define the fundamental principles.
- Identify threats and provide safeguards to address the threats, describe the procedures of pre-incorporation contracts, issuing of shares, financial assistance to directors& removal of directors.
- Define reportable irregularities.
- Define corporate governance.
- Understand the role and functions of the board of directors, audit committees, internal audit and the company secretary,
- Describe the steps that lead to the audit process, Understand the fundamental reasons for obtaining evidence and explain the terms sufficiency, appropriate,

Auditing 2b

- Internal controls which are applied in the daily processing of transaction in the business sector, the procedures when good goods are sold on credit and returned by customers,
- Understanding the procedures when goods are purchased on credit and returned to

suppliers,

- Understanding the procedures when inventory is received or manufactured and safely stored,
- Understanding the procedures for payment of wages to employees and understanding the various types of fraud than can occur in the cycle.

Business Fundamentals 2

- Conduct independent research using several methods & sources.
- Develop a sense of environmental awareness & responsibility through exposure to trends in sustainable environmental practice.
- Explain the environmental impact & ethical implications of decisions taken at the organisational level.
- Use established conventions of academic writing to prepare a basic business plan.
- Explain perspectives on value, respect and appreciate diversity & difference in local, regional, national and global context.
- Develop an awareness of link between technology & society.

Business Information Systems 2

- Demonstrate a basic understanding of the structure and use of computer networks in business
- Demonstrate the ability to use Web 2.0 technologies
- Discuss the impact of Web 2.0 services on small businesses
- Discuss potential computer risks and the methods of safeguarding against these risks (risks with regards to organizations, individuals, and health and ethical issues in an information system)
- Discuss methods for maintaining high-quality data, organizing them in a database and assessing the quality of valuable information
- Describe the special requirements of an enterprise-size organization
- Describe the different phases involved in development of an information system

Commercial Law for Accountants 2a

- Outline the law relating to a contract of lease and apply the information to practical situations and find solutions to problems;
- Implement the legal provisions relating to the various forms of payment, including negotiable instruments, electronic data interchange and electronic fund transfers, as well as the legal implications of e-commerce and apply the information to practical situations and find solutions to problems;
- Analyse the law relating to insurance and apply the information to practical situations and find solutions to problems;
- Explain the law relating to the various forms of security and apply the information to practical situations and find solutions to problems.
- Implement the legal provisions set out in the National Credit Act 34 of 2005 and the Consumer Protection Act 68 of 2008, and apply the information to practical situations and find solutions to problems;
- Outline the provisions relating to employment contracts, the Basic Conditions of

Employment Act 75 of 1997, the Occupational Safety Act 85 of 1993 and related labour legislation;

- Outline the principles relating to the various intellectual property rights in South Africa; and
- Outline the principles governing sequestration and insolvent estates in so far as they relate to the rights of a creditor.

Commercial Law for Accountants 2b

- Explain the nature, legal status and administration of business organisations
- Explain the law relating to the financing and management of companies limited by shares.
- Understand the capital maintenance principles and the purpose for which shares are issued, redeemed or purchased and the principles of corporate finance in general.
- Explain the appointment, retirement and removal of directors and other prescribed officers of the company.
- Understand the concept of “group of companies”, fundamental transactions and takeovers.
- Explain the business rescue and compromise proceedings, and remedies, South African enforcement agencies and alternative dispute resolution processes.

Cost and Management Accounting 2a

- Analyse data and prepare variable budgets and report on performance management
- Demonstrate an understanding on contracts and calculate the profit or loss
- Reconciliation of Cost profits with Financial profits in an interlocking and integrated accounting system
- Calculation of Total Job costs and the application of over and under applied Overheads

Cost and Management Accounting 2b

- Demonstrate competency in the operation of process costing systems with equivalent units and normal and abnormal losses.
- Demonstrate competency in operation of process costing systems with joint and by products
- Draw up income statements according to the direct and absorption costing methods
- Demonstrate the ability to use pricing decisions
- Demonstrate the ability to implement a standard costing system

Financial Accounting 2a

- Display a thorough knowledge and application of the Conceptual Framework
- Prepare and present financial statements in compliance with Generally Accepted Accounting Practice and International Financial Reporting Standards.
- Display a thorough understanding of maintaining proper records pertaining inventory for different types of entities (i.e. Service, retail and Manufacturing).
- Display an understanding of the treatment of shares in accordance with the new companies act of 2008.

Financial Accounting 2b

- Display a thorough knowledge and application of the Conceptual Framework
- Prepare and present financial statements in compliance with Generally Accepted Accounting Practice and International Financial Reporting Standards
- Display a thorough knowledge of the preparation of the Statement Cash Flows.
- Demonstrate an understanding of accounting for Foreign Exchange Transactions.
- Demonstrate an ability to perform the annual indicator reviews and accounting for assets impairment losses

Quantitative Techniques 1b

- Perform financial calculations in the business environment as a means of assisting in decision making.
- Perform the forecasting of future levels of activities by means of time series analysis and linear regression and correlation analysis in the business environment to assist in decision making.
- Determine the reliability and certainty of generalizing sampling findings from a survey to estimate parameters in the target population through probability concepts and probability distributions in the business environment to assist in decision making.
- Generalize sample findings to their target population through statistical estimation and hypothesis testing in the business environment to assist in decision making.

Taxation I

- Determine the components of gross income.
- Identify and apply all the special inclusions for individuals.
- Determine which incomes are exempt for individuals.
- Apply the general deduction formula, for individuals.
- Compute the tax due by or due to an individual.
- Calculate the value of fringe benefits received for an individual.
- Apply and discuss Capital Gains Taxation in a relation to individuals.
- Complete the tax return for an individual.

Applied Financial Accounting 3A

- Apply the conceptual framework of the IASB using an integrated knowledge of International Financial Reporting Standards.
- Demonstrate an ability to produce and analyse financial statements in compliance with generally accepted Accounting Practice and IFRS.
- Demonstrate an ability to present and evaluate a statement of cash flows
- Apply IFRS to compute, disclose and report on basic earnings per share, dividends per share and headline earnings per share
- Differentiate finance and operating leases and calculate and disclose the elements related thereto in terms of IFRS.

Applied Financial Accounting 3B

- Discuss the purpose of financial reporting by applying analysis and interpretation techniques to financial statements
- Identify and execute the requirements of IAS27 to prepare group financial statements/ consolidated financial statements in conformity with International Financial Reporting Standards (IFRS) and generally accepted Accounting practice (GAAP).
- Apply valuations in respect of a security or business using an asset based or income based valuation in the applicable circumstances.
- Incorporate changes in the form of capital structure of an entity in accordance with the objectives to be achieved and legal constraints as applicable to reconstructions and liquidations.

Community Engagement

(This module is part of the general education component of the programme)

- Demonstrate how to apply community engagement principles for the improvement of society.
- Work effectively in a diverse group to plan a community engagement project.
- Work effectively in a diverse group to implement a community engagement project.
- Work effectively in a diverse group to evaluate a community engagement project.

Corporate Procedures

- Understand the need for and the requirements for a valid meeting
- Outline the role of the chairman in a meeting
- Understand the importance of quorum in a meeting
- Discuss the role and benefits of an agenda
- Have Knowledge of motions and resolutions
- Explain procedure and types of voting
- Understand the procedure for the taking and keeping minutes
- Identify the various types of meetings in the corporate world
- Understand the procedure of forming and managing a company
- Describe the role of directors in a company
- Explain the role and duties of the Company Secretary
- Describe the borrowing powers of the company
- Explain the termination of the company
- Describe the way in which Stock Exchange operates
- Define Corporate Governance
- Explain the interaction of the corporate governance with business ethics and company law
- Describe the history of Corporate Governance internationally
- Distinguish between detailed rules based and principle based approaches to Governance
- Explain the effect of corporate Governance on directors' powers and duties
- Describe different board structures, the role of the board and corporate social responsibility
- Describe the types of policies and procedures that constitute best practise
- Explain the regulatory governance framework for companies and benefits to stakeholders

Entrepreneurial Spirit

- Express ideas and technical details clearly via written reports, communications media, and

speech

- Show an ability to plan and identify appropriate resources and manage a project through to completion
- Demonstrate creativity and innovation by working productively in a laboratory or field setting both as an individual and as a group
- Develop a perspective of the global marketplace.
- Engage with contemporary ICTs for example social media and web technologies

The Global Environment

- Differentiate between various types of environmental pollution and its impact (social, economic and personal)
- Describe the social, economic and environmental impact of human population growth
- Explain the consequences of climate change on human health, natural resources and biodiversity
- Identify the inter-relationships between sustainable development, social responsibility, economic development and environmental protection.

Management Accounting 3a

- Discuss, calculate, prepare and evaluate fixed and flexible operational and cash budgets
- Discuss the use of budget reports to evaluate performance
- Application of IT in the budget process
- Calculate and analyse all variances associated with standard costing
- Record and Reconcile the standard costing bookkeeping system
- Apply and discuss the experience and learning curve
- Apply Resource Planning.

Management Accounting 3b

- Discuss and apply the relevant costs for both short-term and long-term decision making
- Apply and Discuss the linear programming model
- Application of project management techniques and tools in cost and management accounting
- Evaluate projects using investment appraisal techniques with both quantitative and qualitative factors

Organisational Management 1a

- Discuss the concepts of management
- Discuss the different types of organisational charts/organograms
- Identify and apply the principles of Coordination
- Discuss and apply the principles of Leadership, Motivation, Organisational Power and Organisational Politics.
- Determine the various conflict management techniques and methods to resolve workplace conflict based on various factors

Organisational Management 1b

- Discuss the various job analysis methods and the contribution thereof to workplace planning
- Determine the planning, implementation and evaluation of placement strategies in the

organisation

- Implement the various labour legislation that impacts on the administrative role and function of Human Resource Management in the workplace
- Discuss the principles and processes of performance management
- Apply the various conflict management techniques and methods to resolve workplace conflict based on various factors.

Taxation 2a

- Apply an integrated knowledge of general and special tax deductions and related allowances and provisions.
- Identify, analyse and calculate tax liability
- Prepare and complete appropriate and well-formed tax returns in compliance with legislation
- Discuss the various legal entities and the tax implications for those entities.

Taxation 2b

- Compute the value added tax payable or refundable by a vat registered vendor
- Discuss VAT vendor processes.
- Compute income tax payable for a taxpayer (who operates a business) who has had capital gains transactions during the year of assessment.
- Compute taxation of small and micro businesses
- Discuss and Apply Tax Avoidance and Tax Evasion legal provisions
- Apply the key Sections of the Tax Administration Act

7.2 NATIONAL DIPLOMA IN COST AND MANAGEMENT ACCOUNTING (NDCMA 3)

Phased out programme

AUDITING 2

Module 1

- Understand the responsibilities, functions and qualities of the auditor.
- Understand the concepts and principles relevant to the audit.
- Understand the procedures for obtaining audit evidence.

Module 2

- Understand the framework for internal control and internal control evaluation.
- Understand the framework for internal audit.
- Awareness of the process of reporting audit findings.

BUSINESS INFORMATION SYSTEMS I

Module 1

Understand the function of the hardware elements and software of the computer.
Use the computer as a storage management tool.
Use the computer as a word-processing tool.
Use the computer as a research and communication tool.

BUSINESS INFORMATION SYSTEMS I

Module 2

Understand the role of the computer in an e-commerce trade cycle.

Use the computer as a word-processing tool.

Use the computer as a spreadsheet tool.

Use the computer as an accounting tool.

COMMERCIAL LAW FOR ACCOUNTANTS I

Module 1

Understand the SA legal framework.

Understand the rules relating to the interpretation of statutes.

Understand and apply knowledge of principles relating to the law of contract.
Understand the legal principles relating to Contract of Sale.
Understand and apply knowledge of principles relating to the law of agency.

COMMERCIAL LAW FOR ACCOUNTANTS 2

Module 1

Know and understand the most important principles and sections of the Credit Agreements Act 75 of 1980.
Understand the objectives of the Usury Act of 1968.
Understand the contract of lease.
Understand the legal principles relating to negotiable instruments.
Understand the law relating to insolvency.
Understand and apply the principles relating to the different forms of security.
Understand and apply the principles relating to law of insurance.

COMMERCIAL LAW FOR ACCOUNTANTS 2

Module 2

Know and apply the law relating to companies
Understand and apply provisions of the Close Corporations Act 69 of 1984.
Know partnerships as a business form.

COMMUNICATION SKILLS

Effectively apply communication principles to a variety of communication activities, contexts and resolving problems.
Demonstrate verbal and written communication skills.

COST ACCOUNTING I

Module 1

Understand the basic principles of cost classification and terminology.
Define and understand the different terms and concepts in respect of stock holding and administer different stock systems.
Administer remuneration systems.
Classification and analysis of overheads and allocation of overheads by means of predetermined rates.
Understand the cost flow in a manufacturing concern.
Determine the cost of manufactured products and services. Use the cost-volume-profit analysis as a management tool.

COST ACCOUNTING 2

Module 1

Administer an integrated accounting system and a cost ledger accounting system.
Operate a basic job-costing system.
Administer contract accounts. Draw up fixed and flexible budgets.

Module 2

Demonstrate competency in the operation of process costing systems with equivalent units and normal and abnormal losses.
Demonstrate competency in the operation of process costing systems with joint and by products.
Demonstrate competency in preparing income statements according to direct and absorption costing methods.
Demonstrate the ability to use pricing decisions.
Demonstrate the ability to implement a Standard Costing system.

ECONOMICS I

Module 1

- Discuss the study of the economic problem and show how it is manifested in the different participants in the economy.
- Discuss different ways in which societies can solve this economic problem through economic systems.
- Discuss, illustrate and analyse the individual, as well as market, demand and supply curves and discuss price determination and equilibrium in the market.
- Calculate, analyse and discuss all related aspects regarding the price elasticity of demand and supply, income elasticity and cross elasticity.
- Determine consumer equilibrium using the utility approach.
Determine consumer equilibrium using the indifference approach.
- Define, discuss and calculate the concepts regarding the production function of a producer as well as different costs of the producer over the short and long term.
- Differentiate between the different revenue concepts and discuss and illustrate the profit maximisation in a perfect competitive market.
- Determine profit maximisation in an imperfect competitive market for the various market forms.

ECONOMICS I

Module 2

- Discuss international economic markets by referring to international trade, balance of payments, restrictions to trade and international trade organisations.
- Analyse the role of government in the economy and evaluate the application of fiscal policy.
- Analyse the monetary sector's role into the economy and evaluate the application of monetary policy by the central bank.
- Differentiate, define, calculate and interpret national income accounting figures.
- Derive and present graphically the macro-demand curve using the components of total expenditure.
- Analyse and evaluate the two major causes of economic instability, namely unemployment and inflation.
- Identify current economic issues and indicate how to address them.

FINANCIAL ACCOUNTING I MODULE 1

Financial Reporting as specified in AC000

Identify overall objectives of Financial Reporting

Define elements of financial statements related to measurement

Define and advise the qualitative characteristics of financial information

Identify and apply recognition and measurement

Explain the need for a conceptual framework Explain the meaning of GAAP

Prepare basic financial reports Practical

Practical work shall consist of tutorial and self-study assignments on all sections of the syllabus.

FINANCIAL ACCOUNTING, I MODULE 2

Statement of Changes in equity: Sole Trader - changes in capital Partnership
Close Corporations Company
Change in ownership:
Sole trader - dissolution of entity Partnership - entry and retirement
Close Corporations - entry of new member AC Statements
AC101 AC108 AC123 AC128

Practical

Practical work shall consist of tutorial and self-study assignments on all sections of the syllabus.

FINANCIAL ACCOUNTING 2

Module 1

AC101 - Presentation of Financial Statements
AC108 - Inventory
AC123 - Property, Plant & Equipment
AC128 - Impairments of Assets AC107
- Events after the balance sheet AC112
- Foreign exchange
AC129 - Intangibles
AC130 - Provisions and contingencies

Practical

Practical work shall consist of tutorial and self-study assignments on all sections of the syllabus.
Computer applications

FINANCIAL ACCOUNTING 2

Module 2

AC101 - Presentation of Financial Statements
AC108 - Inventory
AC123 - Property, Plant & Equipment
AC128 - Impairments of Assets AC107
- Events after the balance sheet AC111
- Revenue AC112 - Foreign exchange
AC129 - Intangibles
AC130 - Provisions and contingencies
AC118 - Cash Flow Statements

Practical

Practical work shall consist of tutorial and self-study assignments on all sections of the syllabus.
Computer applications

TAXATION I

Module 1

Establish what is taxable income.
Determine and calculate the taxation of persons other than companies.
Apply the provisions relating to non-resident taxpayers.
Determine and calculate employees' tax and provisional tax.
Identify and value fringe benefits and allowances.

ENTREPRENEURIAL SKILLS

Develop an understanding of the basic business and economic principles by identifying & justifying the relationship between business & economic principles.
The basic functions of the enterprise and how they relate.
Create, maintain and enhance a culture of entrepreneurship.

BUSINESS CALCULATIONS

Basic mathematics

Summarising and analysing data.

Index numbers.

Business Statistics 2

Financial calculations / mathematics.

Forecasting

Correlation and Regression

Time Series Probability

Probability concepts

Probability distributions

Sampling Theory

Business Taxation 2

Module 1

Establish what is taxable income.

Determine and calculate the taxation of persons other than companies partnerships.

Determine and calculate the taxation of companies, close corporations and labour brokers.

Establish what trading stock is and deemed trading stock.

Determine and calculate lump-sum benefits from employment.

Comply with the general provisions.

Module 2

Determine the taxation of farming operations.

Understand the concept of value-added tax.

Determine and calculate output tax.

Determine and calculate input tax.

Identify and calculate the value added tax adjustments.

Comply with value-added tax administration.

Understand the concept of value-added tax avoidance.

Identify and apply value added tax provisions.

Determine the taxation from capital gains tax in terms of the 8th schedule.

Corporate Procedures 2

Know and understand the general principles of corporate law.

Know and understand the procedure of meetings

Financial Accounting 3 Module 1

Identify overall objectives of financial reporting, the specific information needs of equity investors, and the general information needs of other users.

Define the elements of financial statements related to the measurement of financial position and performance and apply to the presentation of financial reports.

Define and advise the qualitative characteristics financial information

Identify and apply recognition and measurement criteria to financial statements.

Explain the need for a conceptual framework and for standards of financial reporting.

Identify the statutory disclosure requirements, and explain the meaning of fair presentation

Module 2

Apply techniques to account for associates, subsidiaries and joint ventures

Incorporate changes in the form or capital structure of an entity in the financial statements in accordance with the objectives to be achieved and the legal constraint.

Demonstrate the purpose of financial reporting by applying analysis and interpretation techniques to financial statements

Management Accounting 3

Module 1

Explain, calculate, prepare and evaluate fixed and flexible operational and cash budgets Prepare budget reports reflecting actual against budget Discuss the use of budget reports to evaluate performance Explain the behavioural implications of planning and budgeting Explain the use of IT in the budget process

Analyse, calculate and interpret operational variances

Prepare reports using a range of benchmarks and evaluate the results

Explain the behavioural implications of standard costing

Explain, calculate, apply and compare different group incentive schemes

Discuss and apply the use of advanced stock control methods

Use activity based costing in cost determination

Module 2

Measuring relevant costs for decision-making

Apply and evaluate short-term decision-making techniques

Apply and discuss the experience and learning curve

Apply and discuss the linear programming model

Explain and apply the use of decision trees

Explain and apply the use of network analysis and PERT analysis

Explain the capital budgeting process

Evaluate projects using investment appraisal techniques, including, under conditions of capital rationing

Evaluate alternative investment appraisal techniques

Explain the relevance of qualitative factors

Prepare project cash flows that take account of taxations and inflation

Evaluate mutually exclusive projects with unequal lives

Organisational Management 3

Module 1

Basic concepts of management.

Understand and apply the principles of planning.

Demonstrate the different types of organisational charts/organograms.

Define and apply the concepts of delegation and span control.

Identify and apply the principles of co-ordination.

Identify the main sources of organisational power and the use of organisational politics.

Identify the sources of job satisfaction and their effect on the organisation.

Understand and apply the principles of leadership.

Identify and apply the principles of motivation.

Identify modern trends of management and their effects on the parties concerned.

Understand the factors influencing organisational change, conflict and organisational development.

Define and identify control/monitoring measures.

Module 2

Understand and apply the strategic human resources planning process.

Understanding the human resource function and its effect on the organization.

Understand the designing of jobs and its effect on the organization structure.

Understand and apply the recruitment and selection of staff

Identify and apply appropriate appraisal systems.

Identify the rewards open to staff, their appropriateness and effectiveness.

Identify staff movements in an organization and their effects on staff.

Identify and apply the options open to managers in staff training and development.

Understand the legislation affecting management and staff.

Identify and deal with the effects of change in the organization.

NATIONAL DIPLOMA: COST & MANAGEMENT ACCOUNTING (EXTENDED CURRICULUM PROGRAMME) MODULES AS PER 7.2 AND THE FOLLOWING ADDITIONAL MODULES:

Accounting Professional Practice

This module provides development in two aspects, viz. Higher Education Literacies and Information Literacy. In this module, students will develop the values, attitudes, ways of thinking and behaving, beliefs and ways of interacting of Higher Education.

Learners will be able to:

- be responsible citizens, by helping them develop and apply a variety of personal management and self-reliance skills;
- apply the language used in the academic contexts;
- write academic texts in a style appropriate to their field of study;
- communicate effectively in an academic context, by interacting with lecturers and peers.
- to recognize and define information needs
- to identify and use a variety of information sources
- to recognise that information is organised in a variety of ways in order to be easily accessible
- to develop a search strategy to find relevant information
- to evaluate and select relevant sources according to set criteria
- to use information ethically and responsibly

This module will be run over the entire academic year at 4 periods per week. The course is evaluated using continuous assessment. Assessments include the following

- class tests
- portfolios
- presentations and
- an integrated project

Because it is continuous assessment learners are expected to work consistently in order to pass.

Quantitative Literacy

Learners will be able to:

- use numbers to quantify and solve problems in their daily lives as well as the field of commerce;
- recognize the relationships represented by different graphs;
- convert from one measure to another e.g. currencies, time etc.;
- develop reasoning based on elementary mathematics, word problems.

7.3 B TECH: COST & MANAGEMENT ACCOUNTING (BTCMA2)

FINANCIAL MANAGEMENT IV (Module 1)

The role and environment of financial management

Read and interpret financial statements

Analyse and interpret financial statements

Analyse interpret cash flows

Financial planning

The impact of time value of money on financial decision making

The impact of risk and return on financial decision making

To link risk and return to determine the value of a bond

To link risk and return to determine the value of an enterprise

Dividend policy decision making

FINANCIAL MANAGEMENT IV (Module 2)

Capital budgeting determining cash flows and applying techniques

Calculating cost of specific sources of capital

Leverage and capital structure

Management of current assets

Management of current liabilities

Fundamentals of mergers and takeovers

International managerial finance

FINANCIAL REPORTING IV (Module 1)

Overall objectives of financial reporting, specific information needs of equity investors and general information needs of other users.

Elements of financial statements related to the measurement of financial position and financial performance are defined and applied to the presentation of financial reports

Qualitative characteristics of financial reports are defined and applied to presentation and measurement issues.

Identify recognition and measurement criteria and apply to the incorporation of items in financial statements.

Conceptual framework for standards of financial reporting.

Statutory disclosure requirements

Generally accepted accounting practice, meaning, standard setting process and Application on the following standards.

ACI01, ACI08, ACI23, ACI28, ACI07, ACI11, ACI12, ACI29, ACI30, ACI04, CI05, ACI25, ACI33, ACI34, ACI32, ACI14, ACI15, ACI16, ACI10, ACI19, ACI27.

Techniques for analysis and interpretation of financial statements

FINANCIAL REPORTING IV (Module 2)

Select, measure, classify and report accounting data

Select and report non-financial data relevant to risk

Financial reports for different legal forms of business entity

Different characteristics of equity for different forms of entity

Various bases of measurement
Current and future developments
Changes in the form of capital structure of an entity

MANAGEMENT ACCOUNTING IV (Module 1)

Activity based costing and activity based management Direct product profitability
Alternative costing and accounting methodologies
Target costing
Life cycle costing Pricing Strategies Linear programming
Decision making under risk and uncertainty Pareto analysis
Total quality management
Theory of constraints and synchronous manufacturing.
Performance measurement; cost, profit and investment centers
Transfer pricing.

MANAGEMENT ACCOUNTING IV (Module 2)

The history and development of management accounting
Current developments in management accounting
Case study

RESEARCH METHODOLOGY

Basic orientation. Tools of research.
Problem identification and development. Review of the related literature.
Planning the research proposal. Instrumentation.
Writing the proposal.
Presenting the results of research. Working with a supervisor/promoter. Statistics.

SYSTEMS AND PROJECT MANAGEMENT (Module 1)

The role of information technology and systems within the business environment
The control of activities and resources.

SYSTEMS AND PROJECT MANAGEMENT (Module 2)

Auditing concepts of activities and systems
Project management
Management of quality

BUSINESS STRATEGY

Manage the financial aspects of business up to corporate level.
Determine and apply various advanced techniques whereby relevant information is reported to management in regard to control, planning, reporting of performance and the monitoring of

efficiency and the optimal usage of resources.

Preparation analysis and interpretation of financial statements for regulated and other industries in compliance with statutory requirements.

Develop and apply documentation techniques and system development; implement an operations and management system.

Formulate the long-term objectives for the enterprise and identify the goals to supplement these objectives.

Analysing, designing and implementing financial management techniques for decision making purposes.

7.4 ADVANCED DIPLOMA: MANAGEMENT ACCOUNTING

FINANCIAL MANAGEMENT 4a

- **Introduction/overview to Financial Management**
An introduction to the basic type of financial management decisions and the responsibilities of the financial manager in business enterprises.
- **Time value of money**
Students are taught how to value estimated future cash flows by applying time value of money principles on repayments of a loan as well as other fundamental financial management aspects.
- **Valuation of bonds and shares**
Time value of money principles are used to value bonds and debentures using two methods of valuing ordinary shares, namely, dividend discount model and the free cash flow model.
- **Risk and Return**
To introduce the definition of risk and return on investment, to identify the key elements of risk and to measure business and financial risk.
- **Portfolio Management**
To understand the collection of different investments comprising a shareholder's portfolio. To understand that the relationship between a return from one investment and returns from other investments in a portfolio is as important as their individual risk and return.
- **Dividend Policy**
To understand and perform calculations on the various approaches to managing dividends.
- **Analysis and Interpretation of Financial statements**
Interpret and analyse financial statements and understand the effect of qualitative factors on quantitative analysis.

FINANCIAL MANAGEMENT 4b

- **Cost of Capital**
To calculate cost of capital essential for determining an appropriate discount rate to evaluate investment opportunities.
- **Capital Budgeting**
To explain the capital budgeting process, to evaluate projects using various investment appraisal techniques and to underline the relevance of qualitative factors.
- **Sources of Finance**

An introduction to finance where commodities are traded in a capital and financial market.

- **Working Capital Management**

An outline of the various working capital management policies are discussed. The computation of the working capital funding requirements is analysed.

- **Mergers and Take-overs**

The different types and motives of mergers are discussed and the regulation of mergers in terms of the companies Act 2008 are explained. And relevant computation of mergers is performed thereof.

- **International Financial Management**

Identifying the various types of foreign exchange exposure and international trade that companies are required to manage

FINANCIAL REPORTING 4a

- Conceptual Framework
- IASB presentation of financial statements
- Taxation
- Earnings per share
- Interpretation of financial statements

MANAGEMENT ACCOUNTING 4a

- **Measuring Relevant Cost & Revenues for Decision making**

Distinguish between relevant & irrelevant cost & revenues for decision making.

- **Theory of constraints and the concept of Synchronous manufacturing**

Outline the theory constraint and apply throughput accordingly.

- **Risk and Uncertainty**

Apply techniques for accounting for risk and uncertainty as an assessment criterion in decision making.

- **Operational control and performance measurement**

Broadly discuss the four different types of responsibility centres. Prepare performance reports.

Discuss non-financial measures as an aid to operational control.

- **Divisional performance Evaluation**

Distinguish between functional and divisionalised structures. Explain the advantages, disadvantages and prerequisites of four successful divisionalisation.

Distinguish between return on investment and residual income.

- **Transfer Pricing**

Describe the objectives of a sound transfer pricing system. Identify and describe the five different transfer pricing methods.

Describe the additional factors to be considered when setting transfer prices.

MANAGEMENT ACCOUNTING 4b

- Outlining the historic development of management accounting
Discuss the history of management accounting.
- Explaining the current developments in management accounting.
Critically evaluate how new developments may be expected to create value for organization in the future (eg beyond budgeting and environmental management accounting).
- Applying sound management accounting knowledge, principles and practice in advising any organization in its long term plan.
Critically assess a simulated organization situation and provide relevant input into the organisation's decision making process.

RISK MANAGEMENT

- A. Identification, classification and evaluation of risk
Identify the types of risk facing an organization
Evaluate the organisation's ability to bear identified risks
Recommend responses to identified risks.
Recommend techniques that will enable the board to discharge its responsibilities with respect to managing risks.
Advise the board on its responsibilities for reporting risks to shareholders and other stakeholders.
Evaluate ethical, social and environmental issues arising from risk management.
- B. Responses to strategic risk
Recommend appropriate measures for the strategic control and direction of various types of organisations
Recommend solutions for the risks of dysfunctional behaviour arising from the associated models of performance measurement.
Advise managers of the risks in the development of strategies for information systems that support the organisation's strategic requirements.
Evaluate the risks of unethical behaviour.
Evaluate the risks associated with poor governance structures.
- C. Internal controls to manage risk
Evaluate the appropriateness of control systems for the management of an organisation.
Evaluate the essential features of internal control systems for identifying, assessing and managing risks.
Evaluate the effective planning and management of internal audit
And internal audit investigations.

STRATEGIC PLANNING

- Explain the concept of strategy
- Identify organization stakeholders and their influence on the organization
- Identify and evaluate the importance of objectives and objective setting organizations mission, goals and aims different approaches to strategy formation
- Evaluate and appraise international issues, competitive forces and data for environmental analysis
- Identify and evaluate strengths, weaknesses, opportunities and threats of an organization
- Prepare strategic scenario reports

- Analyse, prepare and evaluate organisation's product and customer portfolio, growth and divestment strategies, response strategies to competitor's actions
- Evaluate appropriate control measures and the use of multidimensional models of performance measurement and the use of shareholder value analysis
- Identify problems in strategic performance measurement

SYSTEMS AND PROJECT MANAGEMENT 4a

- Project Management
- Management of quality
- Auditing of Activities and Systems
- Audit Cycles

SYSTEMS AND PROJECT MANAGEMENT 4b

- Information Technology and Systems
- Control of Activities and resources
- Business Analysis

7.5 POST GRADUATE DIPLOMA: MANAGEMENT ACCOUNTING

ADVANCED FINANCIAL MANAGEMENT

Role of senior financial adviser in the multinational organisation:

- The role and responsibility of senior financial executive/advisor
- Financial strategy formulation
- Ethical and governance issues
- Management of international trade and finance.

Financial Management environment

- The economic environment for business
- The nature and role of financial markets and institutions
- The nature and role of money market

Acquisitions and mergers

- Acquisitions and mergers versus other growth strategies
- Valuation for acquisitions and mergers
- Regulatory framework and processes
- Financing acquisitions and mergers

Corporate reconstruction and re-organisation

- Financial reconstruction
- Business re-organisation

Treasury and advanced risk management techniques

- The role of the treasury function in multinationals
- The use of financial derivatives to hedge against interest rate risk

ADVANCED FINANCIAL REPORTING

- Consolidations
IFRS 10- IAS 28;
Changes in ownership
(Associate, joint venture & subsidiary)
- Disclosure of Financial Statements including, Deferred Tax and Leases
IAS 1, IAS 32, IAS 17, IAS 12, IFRS 16
Leases – Operating and Finance
(Deferred tax & Accounting for leases in the accounts of the lessee and lessor)
- Accounting for Government Grant
IAS 20
Income based and Asset based grant
Tax effects of government grant
Disclosure
- Cash Flow Statements
IAS 7
Consolidated statement of cash flows

ADVANCED MANAGEMENT ACCOUNTING A

Integration of the following through case studies:

- Cost accounting systems
- Budgeting
- Short-term decision making
- Cost planning and analysis for competitive advantage
- Control and performance management of responsibility centres

ADVANCED MANAGEMENT ACCOUNTING B

Application of management accounting and finance to critically assess a simulated organizational situation and provide relevant input into the organisation's decision making process based on the following:

- A – Long-term decision making
- B – Management control, risk and uncertainty with cash flows and capital investment decisions
- C – Strategy and integrated reporting

CORPORATE GOVERNANCE

- Corporate Governance Framework
- Role and Responsibilities of Directors
- History of Corporate Governance Scandal
- International Corporate Governance Perspectives

- Corporate Governance reporting and Recommendations
- Principles of Good Governance

FINANCIAL MARKETS

A. An introduction to financial markets

- Definition of financial market, money and capital market
- Functions of financial market
- Structure of financial market
- Institutions of financial market
- Interest rates, risk, capital allocation
- Instruments of money market
- Money market in South Africa
- International money market
- Instruments of capital market
- Capital market's risk
- Capital market in South Africa
- Capital market in the world

B. Stock exchange market

- Organization of stock exchange market
- Rules of stock exchange market
- Participants of stock exchange market
- Over the counter (OTC) market
- Stock exchange markets in the world

C. International financial markets

- International markets and international financial centres
- Single financial market in South Africa
- Investment funds and international financial markets
- Globalization of financial markets

RESEARCH METHODOLOGY

An introduction to various sources of data

- Definition of Primary data sources
- Description of secondary data sources
- Tools of gathering both primary and secondary data

Model Specification

- Understanding the necessary research paradigm
- Specification of time series model
- Specification of cross sectional model
- Specification of panel model
- Identifying the dependent and independent variables in a model

Data Analysis Techniques

- Qualitative Analysis

- Quantitative Analysis
- Primary data Analysis
- Secondary data Analysis

Analysis tools and Different Statistical Packages (An Understanding of)

- E-views
- SPSS
- STATA

Interpretation of Data Analysis

- Drawing inferences and conclusions from data analysis

RESEARCH PROJECT

Formulate title of research project within the module discipline.

- Introduction and background.
- Literature review.
- Appropriate methodology.
- Analysis of findings.
- Conclusions and recommendations

RISK AND PROJECT MANAGEMENT A

An introduction to the risks within the organisation and project management

- Critique the different purposes of organisations;
- Critique the different structures organisations may adopt;
- Defend the various forms and functional boundaries of the organisation including externalisation, shared service centres and business process outsourcing;
- Critique the purpose and principles of good corporate governance, the ethical responsibilities of the organisation and individuals, and ways of achieving corporate social responsibility.

Managing the risks associated within the finance function

- Demonstrate the contribution the finance function makes to the sustainable delivery of the organisations' strategies in a range of contexts;
- Analyse the components of the finance function
- Critique the potential for conflict within the role of the finance function;
- Defend the activities fundamental to the role of the finance function (accounting operations, analysis, planning, decision making and control)
- Evaluate the contemporary transformations of the finance function.

Managing the risks associated with technology and information

- Demonstrate the value of information systems in organisations;
- Demonstrate ways of organising and managing information systems in the context of the wider organisation;
- Evaluate the technical components and options for information technology systems design;
- Defend the role of emerging technologies

Managing the risks associated with Human Resources and Operations Management

- Critique the contribution of operations management to the efficient production and delivery of fit-for-purpose goods and services;

- Demonstrate how supply chains can be established and managed;
- Illustrate the tools and concepts of operations management to deliver sustainable performance;
- Critique how relationships within the supply chain can be managed.

RISK AND PROJECT MANAGEMENT B

An introduction to strategic management and assessing the global environment

- Discuss the concept of strategy and the rational/formal approach to strategy developments;
- Compare and contrast alternative approaches to strategy development;
- Explain the approaches to achieving sustainable competitive advantage.
- Distinguish between different aspects of the global business environment, including the competitive advantage;
- Discuss the approaches to competitor analysis including the collection and interpretation of trend data.

The human aspects of the organisation

- Discuss the concepts of leadership and management;
- Discuss the HRM approaches for managing and controlling individuals performance;
- Discuss behavioural aspects of management control;
- Explain the importance of organisational structure.

Managing relationships

- Evaluate the issues associated with building, leading and managing effective teams;
- Discuss the effectiveness of handling relationships between the finance function and other parts of the organisation and the supply chain;
- Discuss the effectiveness of handling relationships between the finance function and external experts and stakeholders;
- Discuss the roles of communication, negotiation, influence and persuasion in the management process;
- Discuss approaches to managing conflict.

Managing change through projects

- Discuss the concept of organisational change
- Recommend techniques to manage resistance to change;
- Discuss the characteristics of the different phases of a project;
- Apply tools and techniques for project managers;
- Discuss management and leadership issues associated with projects, including the roles of key players in projects.

Managing risks associated with cash flows

- Evaluate financial risks facing an organisation.
- Advise on the effects of economic factors that affect future cash flows from international operations.
- Evaluate appropriate methods for the identification and management of financial risks associated with international operations.
- Evaluate appropriate methods for the identification and management of financial risks associated with debt finance.

Managing risks associated with capital investment decisions

- Evaluate investment projects.
- Evaluate conflicts that may arise from capital investment decisions.
- Evaluate the outcomes of projects post implementation and post completion.

E&OE