

YISHUN SECONDARY SCHOOL

Subject & Code: PRINCIPLES OF ACCOUNTS/7087

Level & Stream: Sec 3 Express 2020

<b>The Curriculum and Approaches to Learning</b>		<b>Key Programmes / Competitions</b>
<p>In line with the requirements of the (subject) Syllabus 2020, the teaching of Principles of Accounts at YSS seek to develop in students the knowledge and skills to prepare, communicate and use both accounting and non-accounting information related to business for decision-making.</p> <p>In the learning process, students will also develop an understanding of the importance of professional ethics.</p>		<p>For every chapter, students will do</p> <ul style="list-style-type: none"> <li>- Chapter Quiz</li> <li>- Workbook questions</li> </ul>
<b>Term 1 Week</b>	<b>Learning Experiences (chapter, activity)</b>	<b>Learning Outcomes &amp; Assessment</b>
<b>Week 1-2</b>	<b>Chapter 1</b> <b>Introduction to Accounting</b> <ul style="list-style-type: none"> <li>1.1 Introduction to business</li> <li>1.2 Stakeholders and their decision needs</li> <li>1.3 Role of accounting and accountants</li> <li>1.4 Accounting theories</li> </ul>	<p>Students will be able to:</p> <ul style="list-style-type: none"> <li>• Explain the difference between trading and service business</li> <li>• List the main characteristics of a sole proprietorship, limited liability partnership and private limited company</li> <li>• Consider factors in a given scenario and explain why a sole proprietorship, limited liability partnership or a private limited company should be set up.</li> <li>• State the stakeholders that businesses deal with</li> <li>• Explain why stakeholders find non-accounting information important when they already have accounting information</li> <li>• Give examples of accounting information and non-accounting information that owners and managers need to make better decisions</li> <li>• State the role of accounting</li> <li>• List what accountants do to help stakeholders make better decisions</li> <li>• Explain what having integrity and being objective means</li> <li>• Explain why it is important for accountants to behave ethically</li> <li>• State the general explanation of each accounting theory</li> </ul>
<b>Week 3-5</b>  <b>(Week 4 CNY)</b>	<b>Chapter 2</b> <b>Accounting Information System</b> <ul style="list-style-type: none"> <li>2.1 Types of business transactions</li> <li>2.2 Accounting business cycle</li> </ul>	<p>Students will be able to:</p> <ul style="list-style-type: none"> <li>• Explain the differences between cash transaction and credit transaction</li> <li>• Explain how the details of a business transaction are recorded, from analyzing the source document, to recording in the journal, to posting in the ledger and preparing the financial statements.</li> <li>• Identify the source document that should be used for a particular business transaction</li> <li>• Explain why a particular source document is used</li> </ul>

	2.3 Accounting information system	<ul style="list-style-type: none"> <li>Identify the accounting theory applied to a given scenario (objectivity, historical cost, monetary)</li> <li>Explain how the following accounting theories are applied (objectivity, historical cost, monetary)</li> </ul>
<b>Week 6</b>	<b>Chapter 3</b> <b>Elements of the Financial Statement and the Accounting Equation</b> 3.1 Elements of the financial Statements 3.2 Accounting Equation	<p>Students will be able to:</p> <ul style="list-style-type: none"> <li>Define asset, liability, equity, profit, income and expense</li> <li>Give examples of assets, liabilities, income and expenses for a specific business</li> <li>Classify items into assets, liabilities, equity, income and expenses for a specific business</li> <li>State the basic accounting equation</li> <li>State the expanded accounting equation</li> <li>Calculate the missing value of asset, liability, equity, income or expense using the accounting equation</li> <li>For a specific transaction: <ul style="list-style-type: none"> <li>identify at least two accounts that have been affected</li> <li>indicate whether the affected accounts are assets, liabilities, equity, income or expenses</li> <li>state whether the effect on the affected accounts will cause the assets, liabilities, equity, income or expenses to increase or decrease, followed by the amount.</li> </ul> </li> <li>Explain how the accounting entity theory is applied to account for capital and drawings</li> </ul>
<b>Week 7-10</b>  <b>WA1</b> <b>Week 8</b>	<b>Chapter 4</b> <b>The concept of Double-entry</b> 4.1 Understanding double-entry recording system 4.2 Journal entries 4.3 Ledger accounts 4.4 Discounts 4.5 Interpreting ledger accounts	<p>Students will be able to:</p> <ul style="list-style-type: none"> <li>For a specific transaction: <ul style="list-style-type: none"> <li>Identify at least two accounts that have been affected</li> <li>indicate whether the affected accounts are assets, liabilities, equity, income or expenses</li> <li>state whether the affected accounts will cause the assets, liabilities, equity, income or expenses to increase or decrease, followed by the amount</li> <li>state whether the affected accounts should be debited or credited based on the effects</li> </ul> </li> <li>Prepare journal entries to record business transactions</li> <li>Post journal entries to ledger accounts</li> <li>Prepare relevant ledger accounts and bring down the latest balances to the next month</li> <li>Define trade discount</li> <li>Explain why trade discount is given</li> <li>Calculate amount owed after deducting trade discount</li> <li>Define cash discount</li> <li>Explain why cash discount is given</li> <li>Calculate the amount paid after deducting cash discount</li> <li>Explain the differences between trade and cash discounts</li> <li>For a given ledger account: <ul style="list-style-type: none"> <li>interpret the transactions recorded for a specific date</li> <li>explain what the ledger balances mean</li> </ul> </li> </ul>
<b>TERM TWO</b>  <b>Week 1-2</b>	<b>Chapter 8</b> <b>Cash</b> 8.1 Cash	<p>Students will be able to:</p> <ul style="list-style-type: none"> <li>Explain why cheques are rejected by the bank</li> <li>Explain how internal controls protect cash</li> <li>Explain why bank reconciliation is done</li> <li>Prepare journal entries to record dishonoured cheques</li> </ul>

	<p>8.2 Interpreting Cash at bank</p> <p>8.3 Purposes of internal controls</p> <p>8.4 Bank reconciliation</p>	<ul style="list-style-type: none"> <li>• Compare the cash at bank account and the bank statement</li> <li>• State whether the adjustments will cause the cash at bank balance and the profit for the period to increase or decrease, followed by the amount</li> <li>• Interpret the following ledger accounts: <ul style="list-style-type: none"> <li>- cash at bank</li> <li>- cash in hand</li> </ul> </li> </ul>
<b>Week 3-5</b>  (Good Friday Week 3)	<p><b>Chapter 5</b></p> <p><b>Trial balance and financial statements</b></p> <p>5.1 Trial balance</p> <p>5.2 Financial statements</p>	<p>Students will be able to:</p> <ul style="list-style-type: none"> <li>• Explain why a trial balance needs to be prepared</li> <li>• Prepare a trial balance</li> <li>• Explain the limitations of a trial balance</li> <li>• Explain how the following accounting theories are applied: <ul style="list-style-type: none"> <li>- accounting period</li> <li>- going concern</li> </ul> </li> <li>• Calculate service fee revenue, net sales revenue, gross profit/loss and profit/loss for the period</li> <li>• Explain the purposes of the trading portion, and profit and loss portion of a statement of financial performance</li> <li>• Identify items on a trial balance that are to be presented in the trading portion and profit and loss portion of a statement of financial performance</li> <li>• Prepare a statement of financial performance for trading and service business</li> <li>• Explain differences between non-current and current assets</li> <li>• Explain the differences between non-current and current liabilities</li> <li>• Identify items on a trial balance that are to be presented in a statement of financial position</li> <li>• Prepare a statement of financial position for a sole proprietorship</li> <li>• Define and calculate net assets</li> <li>• State the effects of transactions on owner's equity, non-current assets, current assets, non-current liabilities, current liabilities and net assets</li> </ul>
<b>Week 6-8</b>  (Labour day Week 6)  (Vesak Day Week 7)	<p><b>Chapter 9</b></p> <p><b>Inventories</b></p> <p>9.1 Inventories</p> <p>9.2 Decision: Which inventory to buy</p> <p>9.3 Accounting for inventories</p> <p>9.4 Accounting for impairment loss on inventory</p> <p>9.5 Interpreting inventory</p>	<p>Students will be able to:</p> <ul style="list-style-type: none"> <li>• Evaluate which inventory to purchase by considering both accounting and non-accounting information</li> <li>• Explain why businesses keep inventories</li> <li>• Explain the valuation of inventory in relation to prudence theory</li> <li>• Calculate: <ul style="list-style-type: none"> <li>- cost of inventory purchased</li> <li>- cost of sales</li> <li>- impairment loss on inventory</li> <li>- ending inventory</li> </ul> </li> <li>• Use perpetual inventory system and the FIFO method to prepare journal entries to record: <ul style="list-style-type: none"> <li>- purchase of inventory</li> <li>- cost of sales</li> <li>- impairment loss on inventory</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>• Prepare the inventory account without adjustments for impairment loss on inventory</li> <li>• Interpret the inventory account with adjustments for impairment loss on inventory</li> <li>• State how the profit for the period and current assets will be overstated or understated when impairment loss on inventory is not adjusted</li> <li>• State whether the profit for the period and current assets will increase or decrease when impairment loss on inventory is adjusted</li> <li>• Prepare an extract of the statement of financial performance showing the presentation of cost of sales and impairment loss on inventory</li> <li>• Prepare an extract of the statement of financial position showing the presentation of ending inventory and insurance claim receivable</li> </ul>
<b>Week 9-10</b>  (Hari Raya Puasa Week 10)	<b>Chapter 12</b>  <b>Trade payables</b>  12.1 Trade payables  12.2 Decision: Which supplier to buy from  12.3 Accounting for trade payables  12.4 Interpreting trade payables	<p>Students will be able to:</p> <ul style="list-style-type: none"> <li>• Evaluate which supplier to buy from considering both accounting and non-accounting information</li> <li>• Prepare journal entries to record:               <ul style="list-style-type: none"> <li>- credit purchase of goods and non-current assets</li> <li>- return of goods to credit suppliers</li> <li>- payment to credit suppliers</li> <li>- cash discount received from credit suppliers</li> </ul> </li> <li>• Prepare a trade payable ledger account</li> <li>• Interpret a trade payable ledger account</li> <li>• State whether discount received will cause profit for the period and trade payables to increase, decrease or remain unaffected</li> <li>• Prepare an extract of the statement of financial performance, showing the presentation of the discount received</li> <li>• Prepare an extract of the statement of financial position, showing the presentation of trade payables</li> </ul>