



## **SAMPLE COURSE OUTLINE**

---

**ACCOUNTING AND FINANCE**

**ATAR YEAR 12**

---

## **Acknowledgement of Country**

Kaya. The School Curriculum and Standards Authority (the Authority) acknowledges that our offices are on Whadjuk Noongar boodjar and that we deliver our services on the country of many traditional custodians and language groups throughout Western Australia. The Authority acknowledges the traditional custodians throughout Western Australia and their continuing connection to land, waters and community. We offer our respect to Elders past and present.

## **Copyright**

© School Curriculum and Standards Authority, 2025

This document – apart from any third-party copyright material contained in it – may be freely copied, or communicated on an intranet, for non-commercial purposes in educational institutions, provided that the School Curriculum and Standards Authority (the Authority) is acknowledged as the copyright owner, and that the Authority's moral rights are not infringed.

Copying or communication for any other purpose can be done only within the terms of the *Copyright Act 1968* or with prior written permission of the Authority. Copying or communication of any third-party copyright material can be done only within the terms of the *Copyright Act 1968* or with permission of the copyright owners.

Any content in this document that has been derived from the Australian Curriculum may be used under the terms of the [Creative Commons Attribution 4.0 International licence](#).

## **Disclaimer**

Any resources such as texts, websites and so on that may be referred to in this document are provided as examples of resources that teachers can use to support their learning programs. Their inclusion does not imply that they are mandatory or that they are the only resources relevant to the course. Teachers must exercise their professional judgement as to the appropriateness of any they may wish to use.

## Sample course outline

### Accounting and Finance – ATAR Year 12

#### Semester 1 – Unit 3

**Note 1:** Units 3 and 4 require reference to current practices prescribed by the Australian Accounting Standards Board (AASB) and the *Corporations Act 2001*.

**Note 2:** Application of GST is **not** required in Units 3 and 4.

Week	Key teaching points
1–2	<p>Introduction to the course, distribution of the syllabus, course outline and assessment outline</p> <p><b>Financial institutions and systems: Financial systems and fundamental principles</b></p> <ul style="list-style-type: none"> <li>• distinguish between management accounting and financial accounting</li> <li>• the important financial principles of asset management               <ul style="list-style-type: none"> <li>▪ appropriate levels of investment in non-current assets</li> <li>▪ appropriate management of accounts receivable, inventory and cash</li> <li>▪ appropriate management of short and long term debt</li> <li>▪ appropriate level of equity capital</li> </ul> </li> </ul> <p><b>Recording, using and evaluating financial information: Evaluating financial information for planning, coordinating, controlling and investing</b></p> <ul style="list-style-type: none"> <li>• differences between internal and external reporting, including:               <ul style="list-style-type: none"> <li>▪ users: internal and external</li> <li>▪ regulation: accounting standards</li> <li>▪ types of financial statements</li> <li>▪ types of reports</li> </ul> </li> <li>• internal audit and control, including:               <ul style="list-style-type: none"> <li>▪ purpose of internal audit</li> <li>▪ review of business procedures and policies</li> <li>▪ detection and correction of errors and deficiencies</li> </ul> </li> <li>• the role and function of the accountant in managing business operations</li> </ul> <p><b>Task 1: Project (Weeks 2–3)</b></p>
3–4	<p><b>Financial institutions and systems: Financial systems and fundamental principles</b></p> <ul style="list-style-type: none"> <li>• the nature of cost concepts for materials, labour and overheads</li> <li>• classification of cost               <ul style="list-style-type: none"> <li>▪ behaviours: fixed, variable and mixed costs</li> <li>▪ relationships to cost objects: direct and indirect costs</li> <li>▪ treatment of costs: product and period</li> <li>▪ time orientation of costs: past and future</li> </ul> </li> <li>• the concept of mark up and the calculation of the unit price of a product</li> </ul> <p><b>Recording, using and evaluating financial information: Recording, processing and communicating financial information</b></p> <ul style="list-style-type: none"> <li>• cost accounting limited to calculation of the unit price of a product/service using only job order costing processes               <ul style="list-style-type: none"> <li>▪ calculation of direct materials, direct labour and overhead costs</li> <li>▪ calculation and application of predetermined overhead recovery rates only using normal capacity</li> <li>▪ calculation of unit cost and the setting of selling/quotation prices for a job costing product/service</li> <li>▪ use of standard costing and variance analysis for:                   <ul style="list-style-type: none"> <li>○ materials price and usage</li> <li>○ labour rate and efficiency</li> </ul> </li> </ul> </li> </ul>

Week	Key teaching points
5–7	<p><b>Financial institutions and systems: Financial systems and fundamental principles</b></p> <ul style="list-style-type: none"> <li>the relationship between volume of activity, costs and profit</li> </ul> <p><b>Recording, using and evaluating financial information: Evaluating financial information for planning, coordinating, controlling and investing</b></p> <ul style="list-style-type: none"> <li>cost-volume-profit (CVP) analysis for decision making purposes <ul style="list-style-type: none"> <li>cost behaviour</li> <li>contribution margin</li> <li>break-even point</li> <li>margin of safety</li> </ul> </li> <li>interpretation of CVP results and testing of sensitivity to changing decisions about: <ul style="list-style-type: none"> <li>volumes, product mixes, pricing and costs and the impact of capacity constraints</li> <li>make or buy decisions</li> <li>close down product/business unit decisions</li> <li>accept or reject special orders decisions</li> </ul> </li> </ul> <p><b>Recording, using and evaluating financial information: Recording, processing and communicating financial information</b></p> <ul style="list-style-type: none"> <li>cost-volume-profit (CVP) processing for a single and multi-product (maximum three products) business <ul style="list-style-type: none"> <li>calculation of contribution margin</li> <li>calculation of contribution margin per unit</li> <li>calculation of weighted average contribution per unit</li> <li>calculation of margin of safety</li> <li>calculation of selling price, variable cost, fixed cost, profit or sales volume</li> <li>calculation of break-even point in units and sales dollars</li> <li>calculation of the effect on profit/loss of make or buy decisions</li> <li>calculation of the effect on profit/loss of closing a department/dropping a segment product decision</li> <li>calculation of the gain or loss on special order decisions</li> </ul> </li> </ul> <p><b>Recording, using and evaluating financial information: Evaluating financial information for planning, coordinating, controlling and investing</b></p> <ul style="list-style-type: none"> <li>importance of business planning, including a consideration of: <ul style="list-style-type: none"> <li>setting goals and objectives</li> <li>business strategies <ul style="list-style-type: none"> <li>cost leadership</li> <li>differentiation</li> </ul> </li> <li>reducing costs and managing risks</li> </ul> </li> </ul> <p><b>Task 2: Test (Week 7)</b></p>
8–9	<p><b>Recording, using and evaluating financial information: Recording, processing and communicating financial information</b></p> <ul style="list-style-type: none"> <li>capital investment/budgeting techniques for capital expenditure, limited to calculations for cash flows using straight-line depreciation method only and net of taxation <ul style="list-style-type: none"> <li>discounted cash flows [net present value (NPV) only]</li> <li>payback period</li> </ul> </li> </ul> <p><b>Recording, using and evaluating financial information: Evaluating financial information for planning, coordinating, controlling and investing</b></p> <ul style="list-style-type: none"> <li>interpretation of capital investment/budgeting techniques to evaluate capital expenditure</li> </ul> <p><b>Financial institutions and systems: Financial systems and fundamental principles</b></p> <ul style="list-style-type: none"> <li>nature and importance of capital investment decisions</li> <li>concept of the time value of money</li> </ul>

Week	Key teaching points
	<ul style="list-style-type: none"> <li>• factors affecting capital investment decisions, including:               <ul style="list-style-type: none"> <li>▪ consumer preferences</li> <li>▪ competition</li> <li>▪ government regulation</li> </ul> </li> </ul>
10–12	<p><b>Financial institutions and systems: Financial systems and fundamental principles</b></p> <ul style="list-style-type: none"> <li>• the nature and importance of the master budget</li> <li>• the components of the master budget               <ul style="list-style-type: none"> <li>▪ operating</li> <li>▪ capital expenditure</li> <li>▪ financial</li> </ul> </li> </ul> <p><b>Recording, using and evaluating financial information: Evaluating financial information for planning, coordinating, controlling and investing</b></p> <ul style="list-style-type: none"> <li>• purpose and function of cash budgets               <ul style="list-style-type: none"> <li>▪ importance of cash to business viability</li> <li>▪ interpretation of cash budgets</li> </ul> </li> <li>• purpose and function of budgeted income statement</li> <li>• interpretation of budgeted income statement</li> <li>• difference between cash and accrual performance</li> <li>• purpose and function of performance reports</li> <li>• interpretation of performance reports for cash budgets and budgeted income statements</li> </ul> <p><b>Recording, using and evaluating financial information: Recording, processing and communicating financial information</b></p> <ul style="list-style-type: none"> <li>• preparation of cash budgets, including debtors' and creditors' schedules</li> <li>• preparation of budgeted income statements</li> <li>• preparation of performance reports for cash budgets and budgeted income statement</li> </ul> <p><b>Task 3: Test (Week 13)</b></p>
13–14	<p><b>Financial institutions and systems: Financial institutions</b></p> <ul style="list-style-type: none"> <li>• products provided by financial institutions, including:               <ul style="list-style-type: none"> <li>▪ short term: cash management accounts, money market and term deposits</li> <li>▪ long term: shares, debentures, loans (secured and unsecured) and term deposits</li> </ul> </li> </ul> <p><b>Government and the community: The role and influence of governments and other bodies</b></p> <ul style="list-style-type: none"> <li>• the concept of insolvency as defined by the <i>Corporations Act 2001</i> <ul style="list-style-type: none"> <li>▪ alternative actions for insolvent companies, including:                   <ul style="list-style-type: none"> <li>○ voluntary administration</li> <li>○ liquidation</li> <li>○ receivership</li> </ul> </li> </ul> </li> <li>• order of priority of the distribution of funds when insolvent</li> </ul> <p><b>Government and the community: The influence of social, environmental and ethical factors</b></p> <ul style="list-style-type: none"> <li>• the concepts of climate-related risks and opportunities for business, including:               <ul style="list-style-type: none"> <li>▪ climate-related physical risks</li> <li>▪ climate-related transition risks</li> <li>▪ climate-related opportunities</li> <li>▪ greenhouse gas emissions                   <ul style="list-style-type: none"> <li>○ Scope 1</li> <li>○ Scope 2</li> <li>○ Scope 3</li> </ul> </li> </ul> </li> </ul>

Week	Key teaching points
	<ul style="list-style-type: none"><li>• ethical issues encountered in financial dealings between business owners/managers and their employees, clients and/or investors, including:<ul style="list-style-type: none"><li>▪ unfair compensation for employees</li><li>▪ breaches of confidentiality</li><li>▪ misrepresentation of financial data</li><li>▪ conflicts of interest</li></ul></li></ul>
15	<b>Task 4: Semester 1 examination</b>

## Semester 2 – Unit 4

Week	Key teaching points
1–3	<p>Introduction to unit</p> <p><b>Financial institutions and systems: Financial systems and fundamental principles</b></p> <ul style="list-style-type: none"> <li>• characteristics of public and large proprietary companies <ul style="list-style-type: none"> <li>▪ liability of owners</li> <li>▪ number of members and directors</li> <li>▪ continuity of existence</li> <li>▪ legal entity</li> <li>▪ transferability of ownership</li> <li>▪ separation of ownership and management</li> </ul> </li> <li>• the purpose of accounting standards in: <ul style="list-style-type: none"> <li>▪ protecting external users</li> <li>▪ assisting directors in discharging their obligations</li> <li>▪ providing confidence to investors in Australian capital markets</li> </ul> </li> </ul> <p><b>Recording, using and evaluating financial information: Recording, processing and communicating financial information</b></p> <ul style="list-style-type: none"> <li>• preparation of the general journal and general ledger for the following: <ul style="list-style-type: none"> <li>▪ issue of ordinary shares payable in full on application</li> <li>▪ bonus share issues</li> <li>▪ interim and final dividends (declared or paid)</li> <li>▪ share issue costs</li> </ul> </li> <li>• preparation of the retained earnings ledger account, including: <ul style="list-style-type: none"> <li>▪ profit or loss</li> <li>▪ dividends</li> <li>▪ transfers to and from reserve accounts</li> <li>▪ debit or credit opening balances</li> </ul> </li> </ul> <p><b>Government and the community: The role and influence of governments and other bodies</b></p> <ul style="list-style-type: none"> <li>• the purpose and nature of the <i>Corporations Act 2001</i>, and its impact on company formation and operations <ul style="list-style-type: none"> <li>▪ powers and duties of directors</li> <li>▪ a written constitution</li> <li>▪ replaceable rules</li> <li>▪ prospectus</li> <li>▪ rights of shareholders</li> </ul> </li> <li>• the nature and importance of the following groups which regulate and influence the general purpose financial reporting of companies in Australia: <ul style="list-style-type: none"> <li>▪ Australian Securities and Investments Commission (ASIC)</li> <li>▪ International Accounting Standards Board (IASB)</li> <li>▪ International Sustainability Standards Board (ISSB)</li> <li>▪ Australian Accounting Standards Board (AASB)</li> <li>▪ Australian Securities Exchange (ASX)</li> </ul> </li> </ul> <p><b>Government and the community: The influence of social, environmental and ethical factors</b></p> <ul style="list-style-type: none"> <li>• the core content of AASB S2 Climate-related Disclosures, including: <ul style="list-style-type: none"> <li>▪ governance</li> <li>▪ strategy</li> <li>▪ risk management</li> <li>▪ metrics and targets</li> </ul> </li> <li>• examination and interpretation of sustainability reporting by an Australian reporting entity, including: <ul style="list-style-type: none"> <li>▪ greenwashing</li> <li>▪ bluewashing</li> </ul> </li> </ul> <p><b>Task 5: Test (Week 4)</b></p>

Week	Key teaching points
4–8	<p><b>Financial institutions and systems: Financial systems and fundamental principles</b></p> <ul style="list-style-type: none"> <li>• the purpose of the <i>Conceptual Framework</i> and its key elements <ul style="list-style-type: none"> <li>▪ the nature of the reporting entity</li> <li>▪ the objective of general purpose financial reporting</li> <li>▪ evaluation and application of the fundamental and enhancing qualitative characteristics of financial information</li> <li>▪ evaluation and application of asset, liability, income and expense recognition criteria</li> </ul> </li> </ul> <p><b>Recording, using and evaluating financial information: Recording, processing and communicating financial information</b></p> <ul style="list-style-type: none"> <li>• preparation of financial statements in accordance with the <i>Conceptual Framework</i> and in accordance with the standards <ul style="list-style-type: none"> <li>▪ statement of comprehensive income (one statement version only)</li> <li>▪ statement of financial position</li> <li>▪ statement of changes in equity <ul style="list-style-type: none"> <li>○ retained earnings</li> <li>○ equity</li> <li>○ share capital</li> <li>○ reserves</li> </ul> </li> </ul> </li> <li>• notes to financial statements/notes to accounts, limited only to: <ul style="list-style-type: none"> <li>▪ share capital</li> <li>▪ reserves</li> <li>▪ property, plant and equipment</li> <li>▪ dividends</li> </ul> </li> </ul> <p>Note: preparation of the above financial statements is restricted to the following issues:</p> <ul style="list-style-type: none"> <li>• revaluation of property, plant and equipment: non-depreciable assets only</li> <li>• cash dividends</li> <li>• bonus share issues</li> <li>• transfers to or from general reserve</li> <li>• preliminary expenses</li> <li>• issue of ordinary shares, including share issue costs</li> <li>• purpose and nature of the following balance day adjustments: <ul style="list-style-type: none"> <li>▪ accrued expenses</li> <li>▪ prepaid expenses/stock of supplies</li> <li>▪ accrued income</li> <li>▪ income in advance</li> <li>▪ doubtful debts</li> <li>▪ depreciation</li> </ul> </li> <li>• for the purpose of calculating income tax expense, profit before tax is deemed to equal taxable income</li> </ul> <p><b>Government and the community: The role and influence of governments and other bodies</b></p> <ul style="list-style-type: none"> <li>• the function of the external audit, including: <ul style="list-style-type: none"> <li>▪ protecting external users</li> <li>▪ providing confidence to stakeholders in Australian capital markets</li> </ul> </li> <li>• the role of the external auditor</li> </ul> <p><b>Task 6: Test (Week 8)</b></p>

Week	Key teaching points
9–12	<p><b>Financial institutions and systems: Financial systems and fundamental principles</b></p> <ul style="list-style-type: none"> <li>• Statement of Cash Flows as per AASB 107, including: <ul style="list-style-type: none"> <li>▪ benefits of the cash flow statement information</li> <li>▪ concepts of cash and cash equivalents</li> </ul> </li> </ul> <p><b>Recording, using and evaluating financial information: Recording, processing and communicating financial information</b></p> <ul style="list-style-type: none"> <li>• statement of cash flows from comparative balance sheets and income statements using the direct method only – GST <b>not</b> included</li> </ul> <p><b>Recording, using and evaluating financial information: Evaluating financial information for planning, coordinating, controlling and investing</b></p> <ul style="list-style-type: none"> <li>• interpretation of the movements in cash flow items</li> </ul>
13–14	<p><b>Recording, using and evaluating financial information: Recording, processing and communicating financial information</b></p> <ul style="list-style-type: none"> <li>• preparation of the following ratios – application of GST <b>not</b> required <ul style="list-style-type: none"> <li>▪ liquidity ratios <ul style="list-style-type: none"> <li>○ working capital/current</li> <li>○ quick asset</li> </ul> </li> <li>▪ efficiency ratios <ul style="list-style-type: none"> <li>○ debtor’s collection</li> <li>○ inventory/stock turnover</li> </ul> </li> <li>▪ profitability ratios <ul style="list-style-type: none"> <li>○ profit</li> <li>○ rate of return on assets</li> <li>○ times interest earned</li> </ul> </li> <li>▪ leverage ratio <ul style="list-style-type: none"> <li>○ debt to equity</li> </ul> </li> <li>▪ market ratios <ul style="list-style-type: none"> <li>○ earnings per share</li> <li>○ price/earnings</li> <li>○ dividend yield</li> </ul> </li> </ul> </li> </ul> <p><b>Recording, using and evaluating financial information: Evaluating financial information for planning, coordinating, controlling and investing</b></p> <ul style="list-style-type: none"> <li>• examination and interpretation of annual financial reports to assess the position and performance of a public company</li> <li>• interpretation of the following ratios: <ul style="list-style-type: none"> <li>▪ liquidity ratios <ul style="list-style-type: none"> <li>○ working capital/current</li> <li>○ quick asset</li> </ul> </li> <li>▪ efficiency ratios <ul style="list-style-type: none"> <li>○ debtor’s collection</li> <li>○ inventory/stock turnover</li> </ul> </li> <li>▪ profitability ratios <ul style="list-style-type: none"> <li>○ profit</li> <li>○ rate of return on assets</li> <li>○ times interest earned</li> </ul> </li> <li>▪ leverage ratio <ul style="list-style-type: none"> <li>○ debt to equity</li> </ul> </li> <li>▪ market ratios <ul style="list-style-type: none"> <li>○ earnings per share</li> <li>○ price/earnings</li> <li>○ dividend yield</li> </ul> </li> </ul> </li> </ul>

Week	Key teaching points
	<ul style="list-style-type: none"><li>• limitations in assessing performance from financial statement analysis and from traditional financial accounting<ul style="list-style-type: none"><li>▪ historical cost accounting</li><li>▪ lack of comparability between entities</li><li>▪ lack of disclosure</li></ul></li></ul> <p><b>Task 7: Test (Week 14)</b></p>
15	<b>Task 8: Semester 2 examination</b>