



Government of **Western Australia**  
School Curriculum and Standards Authority

# ACCOUNTING AND FINANCE

ATAR COURSE

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Year 12 syllabus

## **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.

## **Important information**

This syllabus is effective from 1 January 2024.

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## Rationale

Financial matters affect every member of our society. Interest rates, youth bankruptcy, easily available finance and high banking costs are daily issues. Everyone has to make numerous financial decisions on a personal or business level, many of them with far reaching consequences. The Accounting and Finance ATAR course aims to make students financially literate by creating an understanding of the systems and processes through which financial practices and decision making are carried out, as well as the ethical, social and environmental issues involved. It helps students to analyse and make informed decisions about their finances, both personal and business.

Financial literacy gives individuals the ability to make sound financial judgements, based on information analysis. In an age when many business practices and ethical standards are being questioned, awareness of the ways financial practices impact on their lives helps students take responsibility for their own financial commitments. It empowers them, giving them an understanding of the local, national and global influences on financial matters. It gives them the problem-solving skills to operate at many levels of financial decision making, from banking transactions to the management of personal investments and the financial planning and control of businesses.

Through engagement with the Accounting and Finance ATAR course, students develop an understanding of the fundamentals on which accounting and financial management are based. Many students will find themselves self-employed and there is a high probability that they will have to engage in some form of accounting practices. Having an understanding of these practices enables them to analyse their own financial data and make informed decisions based on that analysis.

In a rapidly changing world, the impact of technology on financial and accounting practices has been vast, as seen in the globalisation of markets. The use of computer systems for record keeping, monetary transfers, tax calculations and the communication of financial data is already vital, and will continue to shape future careers. Many of these careers have not yet evolved, but when they do, they will involve technology and financial practices at some level.

## Course outcomes

The Accounting and Finance ATAR course is designed to facilitate achievement of the following outcomes.

### Outcome 1 – Financial conceptual understanding

Students understand the concepts, principles, systems and structures that are fundamental to accounting and other financial processes.

In achieving this outcome, students:

- understand the concepts and principles of financial decision making
- understand the elements of financial systems
- understand the relationship between the purpose and structure of financial information.

### Outcome 2 – Factors influencing financial decisions

Students understand the interrelationship between financial decisions and the individual, society and the environment.

In achieving this outcome, students:

- understand the influence of values and ethics on financial decisions
- understand that government policies, legal requirements and other regulations influence financial decisions
- understand the impact of societal and environmental factors on financial decisions.

### Outcome 3 – Financial systems

Students explore and apply appropriate financial systems to meet personal and organisational needs.

In achieving this outcome, students:

- explore and select an appropriate financial system to meet user needs
- use a financial system to record and present information
- adapt and/or customise a financial system to meet user needs.

### Outcome 4 – Analysis and interpretation of financial information

Students select, use and interpret financial information.

In achieving this outcome, students:

- select financial information for analysis and use appropriate techniques
- draw conclusions from financial information
- recommend appropriate action based on financial information analysis.

## Organisation

This course is organised into a Year 11 syllabus and a Year 12 syllabus. The cognitive complexity of the syllabus content increases from Year 11 to Year 12.

### Structure of the syllabus

The Year 12 syllabus is divided into two units which are delivered as a pair. The notional time for the pair of units is 110 class contact hours.

#### Unit 3

The focus for this unit is on internal management for business.

#### Unit 4

The focus for this unit is on Australian reporting entities and how they are regulated by the *Corporations Act 2001*.

Each unit includes:

- a unit description – a short description of the focus of the unit
- unit content – the content to be taught and learned.

### Organisation of content

The course content is divided into three areas:

- Financial institutions and systems
- Recording, using and evaluating financial information
- Government and the community.

#### Financial institutions and systems

##### Financial institutions

An understanding of interactions with financial institutions in a business context is important for everyone in our society. The management and sources of business finance are covered with short term and long term perspectives.

##### Financial systems and fundamental principles

Knowledge of the principles and conventions underlying finance and accounting and the terminology used in these fields are essential. This Year 12 syllabus incorporates the application of accounting and finance conventions in both management and financial accounting. The essential elements of management accounting include: cost concepts; nature and importance of master budget components; capital investment decisions, asset management; and relationships between volume of activity, costs and profit. The essential elements of financial accounting include: characteristics of companies; purpose and importance of accounting standards; role of the *Conceptual Framework for Financial Reporting*; and the purpose and nature of cash flow statements.

## **Recording, using and evaluating financial information**

### **Recording, processing and communicating financial information**

This Year 12 syllabus focuses on the preparation, interpretation and communication of accounting information essential for effective decision making within and outside the organisation. Financial accounting relates to the recording and appropriate presentation of relevant information for end users. Management accounting focuses on the sourcing, calculating and analysis of information for business managers to make optimal economic choices within the business.

### **Evaluating financial information for planning, coordinating, controlling and investing**

Financial management involves the recording, calculation, analysis and interpretation of financial information and data. Management accounting processes, which involve the production of internal reports for internal users and financial accounting processes, which involve the production of general purpose reports for external users, are both used to analyse and interpret financial data. This Year 12 syllabus requires students to develop an understanding of the purpose of the reports produced within both management and financial accounting contexts, and use the information in the reports to make sound financial decisions with the aim of maximising business performance.

## **Government and the community**

### **The role and influence of governments and other bodies**

The government and the community have a significant influence on the operation of a business. This Year 12 syllabus focuses on the purpose and nature of professional associations and community bodies. Their role in regulating and influencing the financial processes and practices of companies in Australia is also addressed. This includes the concept of insolvency and how government regulations relating to these issues impact businesses' financial management.

### **The influence of social, environmental and ethical factors**

The influence that financial decisions have on social and environmental issues and the importance of maintaining ethical decision making processes when considering these influences are important aspects of accounting and financial management. The impact a corporation has on the local and wider community in relation to environmental and social considerations, and how this is reported, is examined. Factors that may have an impact on financial decisions are identified and considered.

## Representation of the general capabilities

The general capabilities encompass the knowledge, skills, behaviours and dispositions that will assist students to live and work successfully in the twenty-first century. Teachers may find opportunities to incorporate the capabilities into the teaching and learning program for the Accounting and Finance ATAR course. The general capabilities are not assessed unless they are identified within the specified unit content.

### Literacy

Students become literate as they develop the knowledge, skills and dispositions to interpret and use language confidently for learning and communicating in and out of school and for participating effectively in society. Literacy involves students in listening to, reading, viewing, speaking, writing and creating oral, print, visual and digital texts, and using and modifying language for different purposes in a range of contexts.

In the Accounting and Finance ATAR course, students examine and interpret a variety of business data and information. They will learn to effectively use the specialised language and terminology of accounting and finance when applying concepts to contemporary issues, and communicating conclusions to a range of users/audiences. Students learn to make increasingly sophisticated language choices and consider divergent approaches when evaluating business issues and communicating conclusions to a range of users/audiences.

### Numeracy

Students become numerate as they develop the knowledge and skills to use mathematics confidently across all learning areas at school and in their lives more broadly. Numeracy involves students in recognising and understanding the role of mathematics in the world and having the dispositions and capacities to use mathematical knowledge and skills purposefully.

In the Accounting and Finance ATAR course, students source, sort and identify relevant numerical data. They perform calculations as they solve problems and communicate information with supporting evidence. Accuracy and transparency of the calculation, interpretation and decision making process is essential.

### Information and communication technology capability

Students develop information and communication technology (ICT) capability as they learn to use ICT effectively and appropriately to access, create and communicate information and ideas, solve problems and work collaboratively in all learning areas at school and in their lives beyond school. The capability involves students in learning to make the most of the technologies available to them, adapting new ways of doing things as technologies evolve and limiting the risks to themselves and others in a digital environment.

Throughout the Accounting and Finance ATAR course, students develop ICT capability when they access and use ICT as a learning tool. They research, communicate and present financial data and other information using ICT to evaluate the performance of a business to a variety of users.

### Critical and creative thinking

Students develop capability in critical and creative thinking as they learn to generate and evaluate knowledge, clarify concepts and ideas, seek possibilities, consider alternatives and solve problems. Critical and creative thinking are integral to activities that require students to think broadly and deeply using skills, behaviours and dispositions, such as, reason, logic, resourcefulness, imagination and innovation in all learning areas at school and in their lives beyond school.

In the Accounting and Finance ATAR course, students develop their critical and creative thinking and problem-solving skills as they identify, interpret and analyse business scenarios, financial information, including financial reports and management information. They develop enterprising behaviours as they consider alternatives and use the data and information available to them to make informed business decisions.

### **Personal and social capability**

Students develop personal and social capability as they learn to understand themselves and others, and manage their relationships, lives, work and learning more effectively. The capability involves students in a range of practices, including recognising and regulating emotions, developing empathy for and understanding of others, establishing positive relationships, making responsible decisions, working effectively in teams and handling challenging situations constructively.

In the Accounting and Finance ATAR course, students learn to appreciate the effect of financial and management decisions on their lives and those of others. They have the opportunity to develop and use personal and social skills and behaviours and capabilities, such as leadership and initiative, maintaining positive relationships, negotiating and resolving conflict and making informed and responsible decisions, while working independently or collaboratively.

### **Ethical understanding**

Students develop capability in ethical understanding as they identify and investigate the nature of ethical concepts, values, character traits and principles, and understand how reasoning can assist ethical judgement. Ethical understanding involves students in building a strong personal and socially oriented ethical outlook that helps them to manage context, conflict and uncertainty, and to develop an awareness of the influence that their values and behaviour have on others.

In the Accounting and Finance ATAR course, students develop an awareness of the ethical issues encountered in financial dealings between business owners/managers and their employees, clients and investors. They also develop an awareness of responsible business practice through corporate social disclosure and reporting.

### **Intercultural understanding**

Students develop intercultural understanding as they learn to value their own cultures, languages and beliefs, and those of others. They come to understand how personal, group and national identities are shaped, and the variable and changing nature of culture. The capability involves students in learning about and engaging with diverse cultures in ways that recognise commonalities and differences, create connections with others and cultivate mutual respect.

In the Accounting and Finance ATAR course, students consider the effects of decisions made by consumers, businesses and governments in Australia on other countries. They develop an appreciation of the way decisions made in other countries affect the Australian economy.

## Representation of the cross-curriculum priorities

The cross-curriculum priorities address contemporary issues which students face in a globalised world. Teachers may find opportunities to incorporate the priorities into the teaching and learning program for the Accounting and Finance ATAR course. The cross-curriculum priorities are not assessed unless they are identified within the specified unit content.

### Aboriginal and Torres Strait Islander histories and cultures

The Aboriginal and Torres Strait Islander histories and cultures priority provides opportunities for all learners to deepen their knowledge of Australia by engaging with the world's oldest continuous living cultures. Students learn that contemporary Aboriginal and Torres Strait Islander communities are strong, resilient, rich and diverse. The knowledge and understanding gained through this priority will enhance the ability of all young people to participate positively in the ongoing development of Australia.

In the Accounting and Finance ATAR course, the Aboriginal and Torres Strait Islander histories and cultures priority is recognised through understanding that resource allocation and choices have always been an innate part of all cultures. A future focus enables students to consider past behaviours and the development of possible activities in supporting the growth of Aboriginal and Torres Strait Islander business activity and economic development.

### Asia and Australia's engagement with Asia

In the Accounting and Finance ATAR course, students may learn about and recognise the diversity within and between the countries of the Asia region. They may develop knowledge and understanding of Asian societies, cultures, beliefs and environments, and the connections between the peoples of Asia, Australia, and the rest of the world. Asia literacy provides students with the skills to communicate and engage with the peoples of Asia so they can effectively live, work and learn in the region.

The Asia and Australia's engagement with Asia priority may provide content and contexts for developing students' accounting and finance knowledge, understanding and skills. This priority may be recognised through an awareness of international accounting standards and the importance of preparing comparable accounting and finance reports.

### Sustainability

In the Accounting and Finance ATAR course, students develop the knowledge, skills, values and world views necessary for them to act in ways that contribute to more sustainable patterns of living. It enables individuals and communities to reflect on ways of interpreting and engaging with the world. The Sustainability priority is futures oriented, focusing on protecting environments and creating a more ecologically and socially just world through informed action. Actions that support more sustainable patterns of living require consideration of environmental, social, cultural and economic systems and their interdependence.

This priority provides a context for developing students' accounting and finance knowledge, understanding and skills. This priority is addressed through considering the linkages between corporate social and environmental sustainability and financial sustainability.

## Unit 3

### Unit description

The focus for this unit is on internal management for business. Students prepare and interpret budgets and performance reports in relation to forecasting a business's future. The unit distinguishes between internal and external reporting requirements. Decision-making processes using cost accounting techniques are a feature of the unit. The unit focuses on critical analysis of financial information. The unit also explores the importance of short and long term planning for business.

### Unit content

An understanding of the Year 11 content is assumed knowledge for students in Year 12. It is recommended that students studying Unit 3 and Unit 4 have completed Unit 1 and Unit 2.

This unit includes the knowledge, understandings and skills described below. This is the examinable content.

**Note 1:** This unit requires reference to the current practices as prescribed by the Australian Accounting Standards Board (AASB) and the *Corporations Act 2001*.

**Note 2:** Application of GST is not required in this unit.

### Financial institutions and systems

#### Financial institutions

- role of financial institutions and the management of business finance
  - short term: cash management trusts, money market and term deposits
  - long term: shares, debentures, unsecured notes, trusts and term deposits
  - the management of business finance with short term and long term perspectives

#### Financial systems and fundamental principles

- distinguish between management accounting and financial accounting
- the nature of cost concepts for materials, labour and overheads
- classification of cost
  - behaviours: fixed, variable and mixed costs
  - relationships to cost objects: direct and indirect costs
  - treatment of costs: product and period
  - time orientation of costs: past and future
- the concept of mark up and the calculation of the unit price of a product
- the nature and importance of the master budget
- the components of the master budget
  - operating
  - capital expenditure
  - financial

- the important financial principles of asset management
  - appropriate levels of investment in non-current assets
  - appropriate management of accounts receivable, inventory and cash
  - appropriate management of short and long term debt
  - appropriate level of equity capital
- nature and importance of capital investment decisions
- concept of the time value of money
- factors affecting capital investment decisions, including:
  - consumer preferences
  - competition
  - government regulation
- explain the relationship between volume of activity, costs and profit

## **Recording, using and evaluating financial information**

### **Recording, processing and communicating financial information**

- cost accounting limited to calculation of the unit price of a product/service using only job order costing processes
  - calculation of direct materials, direct labour and overhead costs
  - calculation and application of predetermined overhead recovery rates only using normal capacity
  - calculation of unit cost and the setting of selling/quotation prices for a job costing product/service
  - use of standard costing and variance analysis for:
    - materials price and usage
    - labour rate and efficiency
- cost-volume-profit (CVP) processing for a single and multi-product (maximum three products) business
  - calculation of contribution margin
  - calculation of contribution margin per unit
  - calculation of weighted average contribution per unit
  - calculation of margin of safety
  - calculation of selling price, variable cost, fixed cost, profit or sales volume
  - calculation of break-even point
  - calculation of the effect on profit/loss of make or buy decisions
  - calculation of the effect on profit/loss of closing a department/dropping a segment product decision
  - calculation of the gain or loss on special order decisions
- preparation of cash budgets, including debtors' and creditors' schedules
- preparation of budgeted income statements
- preparation of performance reports for cash budgets and budgeted income statement
- capital investment/budgeting techniques for capital expenditure, limited to calculations for cash flows using straight-line depreciation method only and net of taxation
  - discounted cash flows [net present value (NPV) only]
  - payback period

**Evaluating financial information for planning, coordinating, controlling and investing**

- differences between internal and external reporting, including:
  - users: internal and external
  - regulation: accounting standards
  - types of financial statements
  - types of reports
- internal audit and control, including:
  - purpose of internal audit
  - review of business procedures and policies
  - detection and correction of errors and deficiencies
- the role and function of the accountant in managing business operations
- purpose and function of cash budgets
  - importance of cash to business viability
  - interpretation of cash budgets
- purpose and function of budgeted income statement
- interpretation of budgeted income statement
- difference between cash and accrual performance
- purpose and function of performance reports
- interpretation of performance reports for cash budgets and budgeted income statements
- interpretation of capital investment/budgeting techniques to evaluate capital expenditure
- importance of business planning, including a consideration of:
  - goals, objectives and generic business strategies: cost leadership versus differentiation, strategic initiatives and performance management
  - reducing costs and risks
- cost-volume-profit (CVP) analysis for decision making purposes
  - cost behaviour
  - contribution margin
  - break-even point
  - margin of safety
- interpretation of CVP results and testing of sensitivity to changing decisions about:
  - volumes, product mixes, pricing and costs and the impact of capacity constraints
  - make or buy decisions
  - close down product/business unit decisions
  - accept or reject special orders decisions

## Government and the community

### The role and influence of governments and other bodies

- the concept of insolvency as defined by the *Corporations Act 2001*
  - alternative actions for insolvent companies, including:
    - voluntary administration
    - liquidation
    - receivership
- order of priority of the distribution of funds when insolvent

### The influence of social, environmental and ethical factors

- identification of the costs and potential income associated with engaging in socially and environmentally responsible practices
- the ethical issues encountered in financial dealings between business owners/managers and their employees, clients and investors

## Unit 4

### Unit description

The focus for this unit is on Australian reporting entities and how they are regulated by the *Corporations Act 2001*. The *Conceptual Framework for Financial Reporting* (the *Conceptual Framework*) and the Accounting Standards are used in the preparation of the financial statements for a reporting entity. The financing options of larger entities are identified and evaluated, particularly in relation to conformity with basic principles, including profitability and stability. The unit addresses corporate social disclosure issues and ethical behaviour within corporations.

In implementing Unit 4, teachers must refer to the current practices as prescribed by the Australian Accounting Standards Board (AASB) and the *Corporations Act 2001*.

### Unit content

This unit builds on the content covered in Unit 3.

This unit includes the knowledge, understandings and skills described below. This is the examinable content.

#### Financial institutions and systems

##### Financial systems and fundamental principles

- characteristics of public and large proprietary companies
  - liability of owners
  - number of members and directors
  - continuity of existence
  - legal entity
  - transferability of ownership
  - separation of ownership and management
- the purpose of accounting standards in:
  - protecting external users
  - assisting directors in discharging their obligations
  - providing confidence to investors in Australian capital markets
- the purpose of the *Conceptual Framework* and its key elements
  - the nature of the reporting entity
  - the objective of general purpose financial reporting
  - evaluation and application of the fundamental and enhancing qualitative characteristics of financial information
  - evaluation and application of asset, liability, income and expense recognition criteria
- Statement of Cash Flows as per AASB 107, including:
  - benefits of the cash flow statement information
  - concepts of cash and cash equivalents

## Recording, using and evaluating financial information

### Recording, processing and communicating financial information

- preparation of the general journal and general ledger for the following:
  - issue of ordinary shares payable in full on application
  - bonus share issues
  - interim and final dividends (recommended, declared or paid)
  - share issue costs
- preparation of the retained earnings ledger account, including:
  - profit or loss
  - dividends
  - transfers to and from reserve accounts
  - debit or credit opening balances
- preparation of financial statements in accordance with the *Conceptual Framework* and in accordance with the standards
  - statement of comprehensive income (one statement version only)
  - statement of financial position
  - statement of changes in equity
    - retained earnings
    - equity
    - share capital
    - reserves
- notes to financial statements/notes to accounts, limited only to:
  - share capital
  - other components of equity
  - property, plant and equipment
  - dividends
- cash flow statement from comparative balance sheets and income statements using the direct method only – GST **not** included

Note: preparation of the above financial statements is restricted to the following issues:

- revaluation of property, plant and equipment: non-depreciable assets only
- cash dividends
- bonus share issues
- transfers to or from general reserve
- preliminary expenses
- issue of ordinary shares, including share issue costs
- purpose and nature of the following balance day adjustments:
  - accrued expenses
  - prepaid expenses/stock of supplies
  - accrued income
  - income in advance

- doubtful debts
- depreciation
- for the purpose of calculating income tax expense, profit before tax is deemed to equal taxable income
- preparation of the following ratios – application of GST **not** required
  - liquidity ratios
    - working capital/current
    - quick asset
  - efficiency ratios
    - debtor's collection
    - inventory/stock turnover
  - profitability ratios
    - profit
    - rate of return on assets
    - times interest earned
  - leverage ratio
    - debt to equity
  - market ratios
    - earnings per share
    - price/earnings
    - dividend yield

#### **Evaluating financial information for planning, coordinating, controlling and investing**

- examination and interpretation of annual reports, financial statements and stock exchange data to assess the position and performance of a public company
- purpose of annual reporting and the use of key performance indicators by directors for accountability and decision-making purposes
- interpretation of the following ratios:
  - liquidity ratios
    - working capital/current
    - quick asset
  - efficiency ratios
    - debtor's collection
    - inventory/stock turnover
  - profitability ratios
    - profit
    - rate of return on assets
    - times interest earned
  - leverage ratio
    - debt to equity
  - market ratios
    - earnings per share
    - price/earnings
    - dividend yield
- interpretation of the movements in cash flow items

- limitations in assessing performance from financial statement analysis and from traditional financial accounting
  - historical cost accounting
  - lack of comparability between entities
  - lack of disclosure

## Government and the community

### The role and influence of governments and other bodies

- the purpose and nature of the *Corporations Act 2001*, and its impact on company formation and operations
  - powers and duties of directors
  - a written constitution
  - replaceable rules
  - prospectus
  - rights of shareholders
- the nature and importance of the following groups which regulate and influence the general purpose financial reporting of companies in Australia:
  - the Financial Reporting Council (FRC)
  - Australian Securities and Investments Commission (ASIC)
  - International Accounting Standards Board (IASB)
  - Australian Accounting Standards Board (AASB)
  - Australian Securities Exchange (ASX)
  - lobby groups
- the function of the external audit, including:
  - protecting external users
  - providing confidence to stakeholders in Australian capital markets
- the role of the external auditor appointed by the shareholders and reappointed at the annual general meeting (AGM)
  - perform an independent audit of the financial statements

### The influence of social, environmental and ethical factors

- the extent and nature of corporate social disclosure
- the difficulties faced by accountants in producing social and environmental information
- the use made of corporate social disclosure by the company and other users
- critical evaluation of corporate social disclosure as made by Australian companies

## School-based assessment

The *Western Australian Certificate of Education (WACE) Manual* contains essential information on principles, policies and procedures for school-based assessment that needs to be read in conjunction with this syllabus.

Teachers design school-based assessment tasks to meet the needs of students. The table below provides details of the assessment types for the Accounting and Finance ATAR Year 12 syllabus and the weighting for each assessment type.

**Assessment table – Year 12**

Type of assessment	Weighting
<p><b>Tests</b></p> <p>Students respond to stimuli, such as case studies, financial information and accounting scenarios. They calculate, record, report, analyse, interpret, problem solve and provide recommendations on financial and non-financial information.</p> <p>Formats can include: written or oral response to scenarios, case studies, preparation of financial statements, recommendations, reports or any other form that demonstrate critical analysis and preparation of accounting and finance information.</p> <p>Typically tasks involve a combination of theory and practical questions. Practical questions should represent 60–65% of the mark for tests.</p>	50%
<p><b>Project</b></p> <p>Students scrutinise accounting and finance issues, analyse, critique and interpret given situations, examine references and sources, make conclusions and present the results of open-ended or directed tasks.</p> <p>This can involve: researching accounting and finance data; investigating products/services within the accounting and finance area; responding to given scenarios. The project requires students to draw conclusions and make recommendations.</p> <p>Formats can include: scaffolded questions, formal reports, written presentations or multimedia presentations, or a combination of these.</p>	10%
<p><b>Examination</b></p> <p>Typically conducted at the end of each semester and/or unit and reflecting the examination design brief for this syllabus.</p>	40%

Teachers are required to use the assessment table to develop an assessment outline for the pair of units.

The assessment outline must:

- include a set of assessment tasks
- include a general description of each task
- indicate the unit content to be assessed
- indicate a weighting for each task and each assessment type
- include the approximate timing of each task (for example, the week the task is conducted, or the issue and submission dates for an extended task).

In the assessment outline for the pair of units, each assessment type must be included at least once over the year/pair of units.

The set of assessment tasks must provide a representative sampling of the content for Unit 3 and Unit 4.

Assessment tasks not administered under test/controlled conditions require appropriate validation/authentication processes.

## Grading

Schools report student achievement in terms of the following grades:

Grade	Interpretation
A	Excellent achievement
B	High achievement
C	Satisfactory achievement
D	Limited achievement
E	Very low achievement

The teacher prepares a ranked list and assigns the student a grade for the pair of units. The grade is based on the student's overall performance as judged by reference to a set of pre-determined standards. These standards are defined by grade descriptions and annotated work samples. The grade descriptions for the Accounting and Finance ATAR Year 12 syllabus are provided in Appendix 1. They can also be accessed, together with annotated work samples, through the Guide to Grades link on the course page of the Authority website at [www.scsa.wa.edu.au](http://www.scsa.wa.edu.au).

To be assigned a grade, a student must have had the opportunity to complete the education program, including the assessment program (unless the school accepts that there are exceptional and justifiable circumstances).

Refer to the *WACE Manual* for further information about the use of a ranked list in the process of assigning grades.

## **ATAR course examination**

All students enrolled in the Accounting and Finance ATAR Year 12 course are required to sit the ATAR course examination. The examination is based on a representative sampling of the content for Unit 3 and Unit 4. Details of the ATAR course examination are prescribed in the examination design brief on the following page.

Refer to the WACE Manual for further information.

## Examination design brief – Year 12

### Time allowed

Reading time before commencing work: ten minutes

Working time for paper: three hours

### Permissible items

Standard items: pens (blue/black preferred), pencils (including coloured), sharpener, correction fluid/tape, eraser, ruler, highlighters

Special items: up to three calculators, which do not have the capacity to create or store programmes or text, are permitted in this ATAR course examination

### Provided by the supervisor

A specifications booklet

### Additional information

Questions require the candidate to apply both theory (35–40%) and practical (60–65%) knowledge, understandings and skills.

SECTION	SUPPORTING INFORMATION
<b>Section One</b> <b>Multiple-choice</b> 15% of the total examination 15 questions Suggested working time: 25 minutes	Questions require the candidate to make simple calculations and/or interpret and respond to stimulus material. Stimulus material can include: extracts from newspaper/journal articles, scenarios, and/or financial extracts and tables.
<b>Section Two</b> <b>Short answer</b> 70% of the total examination 4–6 questions Suggested working time: 120 minutes	Questions can include parts. Questions can require the candidate to: <ul style="list-style-type: none"> <li>respond to stimulus material which can include: extracts or complete newspaper/journal articles, financial statements, tables, scenarios, case studies and/or other relevant items</li> <li>make calculations</li> <li>define, identify, list, describe, explain, predict, prepare and/or evaluate.</li> </ul>
<b>Section Three</b> <b>Extended answer</b> 15% of the total examination One question from a choice of two Suggested working time: 35 minutes	The question requires the candidate to write an extended answer in a structured format. The question can be scaffolded. The candidate can be required to prepare, analyse, interpret and/or evaluate financial information.

## Appendix 1 – Grade descriptions Year 12

**A**

Provides comprehensive, accurate explanations of accounting theory, concepts, assumptions, conventions and principles relating to Australian reporting entities, and applies them with a high degree of accuracy.

Applies complex accounting procedures in the production of accurate financial records, including compliance with internal reporting requirements and external regulatory controls.

Selects and applies a wide range of complex financial and management accounting strategies to produce accurate data, and consistently draws logical, coherent conclusions when analysing data.

Conducts comprehensive research to locate a variety of appropriate evidence and utilises the relevant information to support reasoned, valid explanations, judgements and/or recommendations.

**B**

Provides detailed and mostly accurate explanations of accounting theory, concepts, assumptions, conventions and principles relating to Australian reporting entities, and applies most elements accurately.

Applies complex accounting procedures in the production of mostly accurate financial records, including compliance with internal reporting requirements and external regulatory controls.

Selects and applies a range of appropriate financial and management accounting strategies to produce mostly accurate data, and draws mostly logical, coherent conclusions when analysing data.

Conducts research to locate a variety of appropriate evidence and utilises the relevant information to support logical explanations, judgments and/or recommendations.

**C**

Provides brief explanations of accounting theory, concepts, assumptions, conventions and principles relating to Australian reporting entities, and applies some elements accurately.

Applies complex accounting procedures in the production of some accurate financial records, and attempts to comply with internal reporting requirements and external regulatory controls.

Selects and applies financial and management accounting strategies to produce data with some accuracy and draws reasonable conclusions when analysing data.

Conducts research to locate some appropriate evidence and utilises information to make general observations and/or recommendations.

**D**

Provides limited and/or mostly inaccurate explanations of accounting theory, concepts, assumptions, conventions and principles relating to Australian reporting entities.

Applies accounting procedures in the production of financial records with limited accuracy, and attempts to comply with internal reporting requirements and external regulatory controls.

Selects and applies a limited number of financial and management accounting strategies in producing data with little accuracy, and draws illogical and/or unsupported conclusions.

Conducts research to locate limited evidence, making brief, superficial observations and/or unsupported recommendations.

**E**

Does not meet the requirements of a D grade and/or has completed insufficient assessment tasks to be assigned a higher grade.