

**ST. FRANCIS XAVIER'S COLLEGE**

**FORM 5 BUSINESS, ACCOUNTING & FINANCIAL STUDIES**

Name: \_\_\_\_\_

(Accounting Module – 2018-2019)

Teacher: Mr Raymond Wong (WYW)

Class: \_\_\_\_\_ Form 5 ( ) \_\_\_\_\_

**Course Outline**

**I. Textbooks to be used in Form 5 (Senior Secondary TWO)**

	<u>Title &amp; Subtitle</u>	<u>Author</u>	<u>Publisher</u>
A	Frank Wood's Financial Accounting 1 (2 <sup>nd</sup> Edition)	Frank Wood Eric Lo Chi Chung	Pearson Education Asia Ltd.
B	Frank Wood's Financial Accounting 2 (Revised 2 <sup>nd</sup> Edition)	Frank Wood Eric Lo Chi Chung	Pearson Education Asia Ltd.
C	Business Environment and introduction to management (2 <sup>nd</sup> Edition)	Pak Cho Kan, Lam Pun Lee	Pearson Education Asia Ltd.

**II. Hong Kong Diploma of Secondary Education (HKDSE) Assessment design**

Component	Weighting (2019)	Duration
Paper 1 Compulsory Part (90 marks) Section A: (60 marks) 30 Multiple-choice questions (Compulsory) Section B: (30 marks) Short questions - Part 1 (20 marks) (Compulsory) - Part 2 (10 marks) (Any <b>ONE</b> out of 2 questions)	40%	1 hour 15 min
Paper 2 Elective Part (80 marks) <b>2A: Accounting module</b> Section A: (24 marks) 3 – 4 Short questions (Compulsory) Section B: (36 marks) 2 – 3 Application problems (Compulsory) Section C: (20 marks) Case/Theory questions (Any <b>ONE</b> out of 2 questions)	60%	2 hours 15 min

**III. Internal Assessment**

	<b>Method of assessment</b>				
	Assignment (%)	Regular Test (%)	Quiz (%)	Exam (%)	Total (%)
1 <sup>st</sup> & 2 <sup>nd</sup> Term	5	10	10	75	100

**IV. Classroom Routine**

- Be proactive and be respectful (Always ask!)
- Prepare ONE Classwork Book (Free size)
- Prepare ONE Homework Book (Single-lined school (blue) exercise book)
- Do Pre/Post lesson learning activities

## V. Schedule of Work

Topics to be included	Textbook Chapter	Month
<b><i>Financial Accounting</i></b>		
Financial reporting for different forms of business ownership		
- Accounting for Limited Company	B14,15	Sept - Oct
- Accounting for Partnership	B10,11,12,13	Oct - Dec
Correction of Errors (part 1)	A8	Dec
Correction of Errors (part 2)	A9	Jan - Feb
Financial Analysis	B16	Feb - Mar
Incomplete Record	B17	Mar - Apr
Generally Accepted Accounting Principles	B18	Apr
<b><i>Business Environment</i></b>		
Hong Kong Business Environment	C1	Apr - May
Form of Business Ownership	C2	May
Business Ethics and Social Responsibilities	C3	May
<b><i>Introduction to Management</i></b>		
Management Functions	C4	May - June
Key Business Functions	C5	Post Exam Lessons
Small and Medium Enterprises	C6	Post Exam Lessons