

Academic Year/course: 2021/22

29008 - Financial Economics and Public Accountancy: the Basics

Syllabus Information

Academic Year: 2021/22

Subject: 29008 - Fundamentos de economía financiera y contabilidad pública

Faculty / School: 228 - Facultad de Empresa y Gestión Pública

Degree: 429 - Degree in Public Management and Administration

ECTS: 12.0

Year: 2

Semester: Annual

Subject Type: Compulsory

Module:

1. General information

2. Learning goals

3. Assessment (1st and 2nd call)

4. Methodology, learning tasks, syllabus and resources

4.1. Methodological overview

The methodology followed in this course is oriented towards the achievement of the learning objectives. In the learning process, different teaching methodologies will be used depending on whether the modality of face-to-face or distance learning is used. The indicated teaching methodologies allow the involvement of the student in their learning process and allow the teachers to solve the problems and doubts that may arise.

The teaching methodologies for the face-to-face students are the following:

1. **Theory and practice sessions.** The presentation of contents by the teacher, including practical exercises on the blackboard.
2. **Workshop.** Supervised session where students work individually or in groups and receive assistance and guidance when necessary.
3. **Problem-based learning.** Educational approach oriented to learning and teaching in which the students solve real problems in small groups and under the supervision of a tutor.

The teaching methodologies for distance students are the following:

1. **The study materials prepared by the faculty,** which will consist of at least one didactic guide for the preparation of the theoretical contents, the elaboration of the continuous assessment tests, the offer of training activities on the Moodle platform (discussion forums, tasks, wikis...) and evaluation systems.
2. **Workshop.** Supervised session where students work individually or in groups and receive assistance and guidance when necessary.
3. **Problem-based learning.** Educational approach oriented to learning and teaching in which the students solve real problems in small groups and under the supervision of a tutor.

4.2. Learning tasks

This course is organized as follows:

A. Training activities for the face-to-face students:

Teaching sessions. This part consists on the 40% of the workload of this course. It includes the interaction of students with teaching teams through:

- Lectures. The teacher or external experts explain the contents to the students.
- Practice sessions. Practical exercises, problems and cases solved by the students.
- Assignments.
- Face-to-face tutorials, in which specific orientations will be offered on the different topics, additional contents for a deeper study of the course, tips for a better approach to the course and assessment tasks.

Autonomous work. This part consists on the 60% of the workload of this course. It includes:

- The individual study of the topics proposed by the teaching staff.
- The preparation of team and individual assignments. Preparation of activities to present or hand in in the practice sessions or assessment sessions.
- Autonomous work on the practical activities proposed by the teacher in the continuous assessment.
- Assessment tasks and exams.

B. Training activities for distance students:

Distance learning activities. This part consists on the 20% of the workload of this course. It includes the interaction of students with teaching teams through:

- Working sessions with Zoom, Google Meet and Microsoft Teams Videoconferencing platforms that allow classes, lectures and expository techniques to be carried out through the internet. In addition, it allows all the participants to share the desktop, so they can see the screen e.g. presentations, software, etc.
- Face-to-face/online tutorials, in which specific orientations will be offered on the different topics, additional contents for a deeper study of the course, tips for a better approach to the course and assessment tasks.
- Virtual work in networks or activities on the Moodle platform. Collaborative work that starts from a virtual space (Teaching Digital Ring, specifically Moodle platform), designed by the teacher and of restricted access, in which documents can be shared to work on them simultaneously and new ones can be added. It also contains the classes and lectures, both theoretical and virtual practical activities. It also allows the student to communicate in a synchronous and asynchronous manner, and participate in all the discussions.

Autonomous work training activities. This part consists on the 80% of the workload of this course. It includes:

- The individual study of the topics proposed by the teaching staff.
- The preparation of team and individual assignments. Preparation of activities to present or hand in in the practice sessions or assessment sessions.
- Autonomous work on the practical activities proposed by the teacher in the continuous assessment.
- Assessment tasks and exams.

4.3. Syllabus

The course will address the following topics:

SECTION I

- **Topic 1. Accounting as Information System and Common Language in Organizations**
 1. Economic activity and information needs
 2. Accounting as information system
 3. Patrimony and its variations: the wealth and income of companies
 4. Financial accounting rules
- **Topic 2. Conceptual Framework of Public Financial Accounting**
 1. The conceptual framework for the development and preparation of public financial statements
 2. Users and objectives of financial reporting
 3. Qualitative characteristics of financial information
 4. Accounting principles
 5. The elements of financial statements and accounting recognition
- **Topic 3. The Heritage of Organizations**
 1. The heritage of organizations

2. Heritage assets and liabilities
3. Assets analysis
4. Liabilities analysis

- **Topic 4. The Accounting Method. Concept and Objectives**

1. The accounting method. Concept and objectives
2. Economic transactions: Accounting facts
3. The principle of duality
4. Accounting facts according to the principle of duality. Changes in equity: the concept of accounting profit

- **Topic 5. Account as an Accounting Tool**

1. The account as an accounting tool. Account Structure
2. First classification of accounts
3. The accounts of income and profit, and expense and loss
4. Adjustments for changes in value
5. Accounts of budgetary nature
6. Terminology technicalities
7. The method of double registration
8. The recording of accounting transactions
9. Administrative and speculative accounts

- **Topic 6. The Accounting Cycle**

1. Concept and phases of the accounting cycle
2. Initiation of the financial and budgetary accounting. The accounting development of a period or annual exercise
3. The checking balance
4. The operations of completion of the financial year
5. The preparation of annual financial statements

SECTION II. ANALYSIS AND EVALUATION OF FINANCIAL TRANSACTIONS

- **Topic 7. Basis of Financial Evaluation**

1. Financial Laws
2. The simple capitalization
3. The equivalence of capital in simple capitalization
4. Interest fractionation
5. Interest average of simple capitalization

- **Topic 8. Compounding Capitalization. Revenues. Loans. Financial Assets and Liabilities**

1. Compounding capitalization
2. Average interest in compounding capitalization
3. Equivalency of capitals in compounding capitalization. Average interest division
4. Equivalency of average interest in compounding capitalization
5. Compounding capitalization for fractional periods
6. Financial Revenue

SECTION III. PUBLIC ACCOUNTING

- **Topic 9. The Expenditure Budget**

1. Operations relating to the expenditure budget
2. Initial loans
3. Modification of the initial loans
4. Change in the status of the definitive loans
5. Expenditure authorization
6. Commitment or provision of expenditure
7. Recognition and liquidation of obligations
8. Extinguishment of obligations
9. Expenditure budget close
10. Expenditure budget operations

11. Expenditure of multiannual implementation
12. Cash advances
13. Resolved assumptions of the expenditure budget
14. Examples to be solved by the student

- **Topic 10. Income budget**

1. Initial provisions
2. Modification of initial forecasts
3. Recognition and liquidation of rights
4. Termination of rights
5. Deferral and fractionation
6. Return of incomes
7. Operations of closed budgets
8. Regularization of budget accounting results
9. Regularization of economic assets
10. Examples resolved from the income budget
11. Examples to be solved by the student

- **Topic 11. Fixed assets**

1. Concept and classification of fixed assets
2. Valuation of tangible assets
3. Initial accounting for tangible assets
4. Particular cases of tangible assets
5. Real estate investments
6. Assets received in secondment or free transfer
7. Selling assets
8. Intangible assets
9. Subsequent variation of fixed assets
10. Valuation adjustments
11. Assets derecognized and removed from use
12. Financial fixed assets
13. Examples of non-financial fixed asset (solved)
14. Examples of non-financial fixed asset to be solved by the student
15. Examples of financial fixed asset (solved)
16. Examples of financial fixed asset to be solved by the student

- **Topic 12. External Financing Operations**

1. Concept, types and phases of lending operations
2. General criteria for recognition, quantification and allocation to financial budgets
3. Financial liabilities according to PGCP
4. Lending operations whose budget imputation must be made according to the net valuation during the exercise
5. Lending operations in foreign currencies other than euro
6. Solved examples
7. Examples to be solved by the student

- **Topic 13. Non-Budgetary Operations**

1. Introduction
2. Fixed cash advances and payments to be justified
3. Accounting for the resources management of other public entities
4. Accounting for non-budgetary treasury operations
5. VAT accounting
6. Solved examples
7. Examples to be solved by the student

- **Topic 14. Financial statements**

1. Introduction

2. Balance Sheet
3. Financing and assets income statement
4. Changes in equity
5. Cash flow statement
6. Budget settlement statement
7. Memory

4.4. Course planning and calendar

Further information concerning the timetable, classroom, office hours, assessment dates and other details regarding this course will be provided on the first day of class or please refer to the Facultad de Empresa y Gestión Pública website and Moodle.

Training activities for the face-to-face students:	Hours
1.a. Face-to-face training activities: Lectures	60
1.b. Face-to-face training activities: Practice sessions	45
1.c. Face-to-face training activities: Assignments	10
1.e. Face-to-face training activities: Face-to-face tutorials	5
2.a. Autonomous work training activities: Individual study	75
2.b. Autonomous work training activities: The preparation of team and individual works	20
2.d. Autonomous work training activities: Autonomous work on the practical activities proposed by the teacher in the continuous assessment	65
2.e. Autonomous work training activities: Assessment tasks and exams	20
Training activities for distance students	Hours
1.a. Distance learning activities: Working sessions with Videoconferencing platforms	30
1.b. Distance learning activities: Face-to-face tutorials and / or online tutorials	10
1.c. Distance learning activities: Virtual work in networks or activities in the Moodle platform	20
2.a. Autonomous work training activities: Individual study	100
2.b. Autonomous work training activities: The preparation of team and individual works	30
2.d. Autonomous work training activities: Autonomous work on the practical activities proposed by the teacher in the continuous assessment	90
2.e. Autonomous work training activities: Assessment tasks and exams	20