



SHEBA UNIVERSITY COLLEGE
FACULTY OF BUSINESS AND ECONOMICS
DEPARTMENT OF ACCOUNTING AND FINANCE

**CURRICULUM FOR THE DEGREE OF BACHELOR OF
ART IN ACCOUNTING AND FINANCE**

Jan. 2023
Mekelle, Ethiopia

EXECUTIVE SUMMARY

Name of the Degree Program: Accounting and Finance

Name of the Degree to be awarded: Degree of Bachelor of Arts in Accounting and Finance

Degree to be awarded by: Subjected to the Approval of the Senate of Sheba University College

Standard/Regular Period of Study:

- **For regular students 4 Academic Years broken into 8 Semesters**
-

Fees / Charges for regular: Tuition fee

Class Size: 50 Students/section

Mode of Delivery: Semester Based

| | |
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1. INTRODUCTION: GENERAL BACKGROUND OF SUC

Sheba University College is a private higher educational institution established in October 2001 in the name of Sheba Info – Tech and Business College. It started its services in a rented building with **148** students in three diploma fields of studies, namely Computer Science, Accounting, and Management. It soon gained dramatic progress in the number of students and programs that it constructed buildings of its own and opened branch campuses.

A few years ago, the university was running various undergraduate and two postgraduate study programs with about 5000 students. To facilitate the delivery of its teaching learning process, research, and community services, Sheba University College is organized under various faculties and departments. The University College has five faculties offering degree programs. The faculties are comprised of:

- Faculty of Business and Economics (Under graduate programs: Management, Accounting and Finance, Accounting Information system and Economics, and Post Graduate programs: Master of Business Administration and Master of Accounting and Finance)
- Faculty of Informatics (Computer Science, Software engineering)
- Faculty of Health Sciences (Nursing, Pharmacy, Public Health)
- Faculty of Engineering

As indicated in the University College's strategic plan, Sheba University College is committed to pursue standards of excellence in teaching and research for the betterment of the society at large.

2. BACKGROUND OF THE DEPARTMENT OF ACCOUNTING AND FINANCE

In Sheba University College, with this regard, has an aim to prepare qualified accountants for the country. The Department of Accounting was established during the 2000/2001 academic year to offer a two-year training program leading to a College diploma in this field. The course curriculum designed for this purpose was assessed and evaluated by the Ministry of Education of Ethiopia in 2001/2002, and this together with the fulfillment of the other requirements, the College has obtained accreditation. Subsequently, it had graduated students

twice along with the phasing out 12+2 program. At present the College, besides accounting, is running degree programs in different fields of study.

3. BACKGROUND OF THE PROGRAM

Accounting as a profession had emerged following the ever increasing needs of mankind in the social, economic and business environment. The accounting profession has shown a continuous and tremendous growth in the business world. This evolution of the accounting practice ranges from the ancient civilization periods of the Babylonians and Egyptians when payments for daily workers were used to be calculated on clay, as today's practice where Computerized Accounting Information Systems that are used for generation of financial information which is very useful for making reliable business decisions. The significance as well as momentum of growth of the accounting discipline has increased after the 18th century Industrial Revolution of the Great Britain which has brought a series of radical changes in the Content, Concept and Context of many of the professional fields, particularly those under the shadow of Business and Economics.

In the existing organizational dynamics and global integrations, the importance of vibrant Accounting professionals is indisputable. The central role of accountancy in society make them interesting disciplines in their own right, especially for those who are interested in how economic or financial activities of any economic players, both at the micro and macro level, influences and structures our lives.

Over the past periods, the program has long been working on the conventional knowledge based course based delivery system with its many drawbacks including lack of academic coherence, poor assessment and evaluation, fragmented knowledge, poor quality and relevance of the curriculum as a whole which could not produce highly qualified and competitive graduates at the job markets.

The modularized curriculum constitutes Courses and courses carefully designed to transform the conventional academic incoherence approach to competence based teaching/learning approach behind the modularization.

4. RATIONALE OF THE PROGRAM

Accounting as a profession had emerged in response to the social, economic and business environment needs. The Accounting profession has shown a continuous and tremendous growth in the business world. Accounting and Finance, in the modern context of business, is a Financial Information and Communication System that provides various groups of decision

makers with valuable and reliable information that makes a difference in their day-to-day business decisions.

The basic rationale of the program is attributed to the observed continuously flourishing of different organizations in Ethiopia, along with the rapid pace of development of Ethiopian economy over the past periods. Different countries in general, and Ethiopia, in particular host various organizations: private, governmental, profit making, non-profit making, service, manufacturing organizations, etc. The business world is becoming increasingly complex and is facing new and greater challenges continually. The Accounting and finance profession, a key profession in modern business society, will have to meet these challenges. Given the volatility of events, the Accounting education program needs to provide new skills and knowledge to Accounting graduates who enter the profession.

This program is designed to prepare students for careers in Accounting in all economic sectors such as business, not-for-profit, and government organizations. The areas of Accounting and Finance study are financial Accounting, cost and managerial Accounting, tax Accounting, Accounting information systems, Government and non-profit Accounting, Finance, and auditing. In addition to the above mentioned input of the program, it combines and applies several supporting subject fields including law, information technology, quantitative techniques and economics pertinent to the accounting agenda.

5. RATIONALE FOR CURRICULUM REVIEW

Many scholars working for the quality of the world education strongly recommend that curriculum should be flexible across time, place and discipline so that the practice of curriculum design and delivery is based on the actual practice of countries development capacity and updated technological demand/advancements. For this reason Sheba University college Department of accounting is striving to design and implement a revised curriculum to promote innovative curricula, assure quality education and produce competent graduates that can make a difference in the overall progress of the country.

The old curriculum also focused on teachers' engagement rather than students' engagement and lacked natural flow and unity of ideas. Besides, the labor market shows the growing and urgent needs to link academic learning with professional practice in the world of work.

As a result, the revised curriculum attempts to address the problems of the old curriculum. In addition to linking academic learning with professional practice, gives value for student's

independent activities. Since the course sequences and coding are standardized, the revised curriculum allows student to transfer freely within the country from one university to other.

6. PROGRAM OBJECTIVES

6.1 GENERAL OBJECTIVES OF THE PROGRAM

The program of Accounting and finance plans to meet the University's college mission of instilling into present and future-leaders knowledge of current and future accounting, auditing and finance practices and relevant skills through student-centered high quality, viable programs which are fully recognized internationally and by both the private and public institutions in Ethiopia. Hence, the Department seeks to sustain its growth and relevance through:

- A highly educated and motivated faculty Viable programs which have local relevance and fully recognized internationally.
- Relevant curriculum leading to an exceptional learning environment with full access to new technologies and computer-mediated learning
- An abundant level of intellectual capital created through scholarly activities
- Research that meets the needs of the local and international business and academic communities;
- A fully integrated international perspective
- A full understanding of employer needs obtained through constant monitoring of the business environment through linkage program

6.2 SPECIFIC OBJECTIVES OF THE PROGRAM

The program of Accounting and finance has the following specific objectives:

- To produce graduates in its regular degree program to satisfy a portion of the demand for accounting and finance graduates.
- To enhance the relevance and timeliness of instruction, as well as the technical competency of the staff, by conducting applied research and developing innovative educational materials and techniques.
- To provide students with sufficient academic, technical, logical, analytical, and professional base from which to pursue a career in accounting and finance and to advance to further study and a potential academic career in accounting and finance
- To be a major provider of consultancy services to the public

- To put 80% of its second year complete and third year complete students into internship programs in which students gain practical experience
- To establish linkage programs with different stakeholders from which the program will be able to tap resources and share experiences

7. GRADUATE PROFILE AND PROFESSIONAL PROFILE

7.1 GRADUATE PROFILE

Upon graduate from the program, the graduate from BA degree in Accounting and finance should have accounting and finance knowledge and understanding that enable them to:

- Prepare, analyze, and interpret financial statements competently;
- Audit financial statements and the underlying accounting systems, controls and records, and express an independent professional opinion about them;
- Identify, measure, gather, analyze, interpret and communicate cost and other types of information to management for planning, control, performance measurement, and decision making related to pricing, operating, investing, and financing activities;
- Identify and anticipate control risks both in manual and computerized accounting systems, and to suggest and establish better controls to safeguard business resources from risk exposures of illegal acts;
- Analyze and design accounting information systems, and use computer applications in business transaction cycles;
- Develop the specific skills, modes of analysis and institutional background useful to work in finance areas for profit-making businesses or not-for-profit enterprises
- Start and run their own business;
- Manage financial resource and risk exposures of business firms, manage financial institutions, analyze investment opportunities and execute professional services in investment institutions, brokerage & dealer firms and in investment banks;
- To conduct accounting and finance related research and to form linkage with various accounting and finance oriented and research based institutions both locally and abroad.
- Work clerical activities like, keeping general accounts, records and reports; payroll processing and billings.
- Prepare tax return and perform tax plan

- Internalize an appreciation for the role of ethics in both the profession and the business world.
- Be prepared for graduate studies, professional certification and advanced trainings in accounting, auditing, finance, and management

7.2 PROFESSIONAL PROFILE

With additional training and work experience, the graduates of the program can pursue careers and render professional services in the areas of accounting in various forms of organizations ranging from private, governmental and non-profit entities. After successful completion of the three years undergraduate program of accounting and finance, students will be able to be:-

- **Accounting clerks:** Keeping general accounts, records and reports; payroll processing and billings; Perform cost and managerial accounting and control, data generation and supervisions; Disbursement voucher process and control; and bank reconciliation and banking activities;
- **Cost analysts:** keep accounts of product costing and provide other relevant cost information
- **Auditor both internal and external:** Work as an assistance auditor (both internal and external); Pre-audit inspection and investigation; Operational audit, partial financial audit, cash audit, compliance audit, branch audit, interim reports audit, advance clearance;
- **Tax specialists-** prepare tax return, work as internal revenue agents and tax administrator.
- **Information system designer and manipulator-Generating information** which is of financial and non-financial in nature necessary for management; and analyzing, designing and installing accounting systems (manual or computerized).
- **Financial management** –running revenue and expenditure management capital investment decisions; risk and insurance management and budgeting
- **Financial analyst:** financial planner, investment advisor, project coordinator; rendering financial consultancy services.

8. ACADEMIC REQUIREMENTS

8.1 ADMISSION REQUIREMENTS

Applicants for admission to the Bachelor of Arts degree in Accounting and Finance program will be as per the requirements set by MOE and must satisfy any of the following criteria:

- ✓ A successful completion of high school program with minimum University Entrance Examinations result set for admission, by Ministry of Education, for the entry year.
- ✓ Completion of Level IV program (level by level) complete with one-year relevant work experience after graduation, and Occupational Competency Assessment Certification (i.e., COC) and ability to pass the University's entrance examination.
- ✓ A degree program student from other accredited Higher Education Institutions with legal withdrawal excluding disciplinary breach, and/or transferred in case of institutional preference or field choice.
- ✓ A first degree graduate in relevant field of study from accredited Higher Education Institutions
- ✓ A foreign student fulfilling the requirements of the FDRE's MoE and having authentication from Education and Training Authority (ETA).

In case of high competition for admission, the following criteria will be taken in to account:

- grade point average at graduation;
- additional training after graduation;
- service year, gender and supporting letter from respective employer, and result from entrance examination of the University.

8.2 GRADUATION REQUIREMENTS

In order for a student to graduate with BA Degree in Accounting and Finance, s/he has to take all the courses listed in the Accounting and Finance curriculum, a total of 148 credit hours. In addition, the student has to earn a minimum of 2.00 Cumulative Grade Points Average (CGPA) as well as Major Grade Points Average (MGPA) and has to avoid 'F', No Grade (NG), Incomplete (I) grades in any of the courses and must pass the comprehensive exit examination.

8.3 DEGREE NOMENCLATURE

English version: **"Bachelor of Arts in Accounting and Finance"**

Amharic version : **የአረቅ ባችለር ዲግሪ በአካውንቲንግና ፋይናንስ**

8.4 MEDIUM OF INSTRUCTION

The medium of instruction for the program is English Language

8.5 DURATION OF THE STUDY

The normal duration of the BA degree will be **8** semesters (4 years) for day mode. No candidate should be expected to complete the program in less than the stated period except he/she is exempted from some courses as per the Exemption Policy of the University. A total of **148** credit hours of course work and graduate project over the period mentioned above is normally regarded as a full load for a regular student.

8.6 ASSESSMENT AND EVALUATION METHODS

The program follows a combination of various assessment and evaluation techniques. Considering the very nature of the course and the expected learning outcome from each course, the assessment and evaluation methods include continuous assessment like assignments; quizzes, tests, individual and group projects, term paper based and practical examinations, presentations, and the like.

9 TEACHING /LEARNING METHODS AND MODE OF DELIVERY

The program's teaching and learning process includes a variety of instructional strategies to accommodate various student learning styles and provides opportunities that will help students to construct their understanding of the concepts and practices of the respective courses involved.

The teaching will be inquiry oriented and is aimed at developing students' greater independence as individual thinkers and as individuals who are capable to work independently and with groups. The program uses various types of teaching and learning methods appropriate to each course.

The program may use one or more of the following methods as deemed appropriate:

- | | | |
|------------------------|---------------------------|--------------------------|
| ❖ Lectures | ❖ Goldfish Bowl | ❖ Case studies |
| ❖ Brainstorming | ❖ Group Discussions | ❖ Ice Breaker |
| ❖ Buzz Group | ❖ Term Paper (s) | ❖ Interviews |
| ❖ Cooperative Learning | ❖ Research Projects | ❖ Jigsaw Groups |
| ❖ Creative Writing | ❖ Presentation | ❖ Role Play |
| ❖ Crossover Groups | ❖ Debates and Discussions | ❖ Problem Based Learning |
| ❖ Book Review | ❖ Industry Visit / | ❖ Simulations |
| | Community Based Program | ❖ Computer Lab Work |

10 GRADING SYSTEM

The grading system for the courses of the program will be fixed scale as presented below:

| Raw Mark interval-100% | Corresponding number grade | fixed Corresponding Letter grade | Remark |
|-----------------------------------|---------------------------------------|---|---------------|
| [90-100) | 4.0 | A+ | |
| [85,90) | 4.0 | A | |
| [80,85) | 3.75 | A- | |
| [75,80) | 3.5 | B+ | |
| [70,75) | 3.0 | B | |
| [65,70) | 2.75 | B- | |
| [60,65) | 2.5 | C+ | |
| [50,60) | 2.0 | C | |
| [46,50) | 1.75 | C- | |
| [40,45) | 1.0 | D | |
| [30,40) | 0 | FX | |
| [0,30) | 0 | F | |

Note: Description of the Grading System

1. A student who scored 'C-' and/or "D" in a course/s can pass to the next semester if he or she has pass mark in Cumulative Average Number Grade (CANG).
2. If the 'C-' and/or "D" grade is for a Module or for a course as a module, he/she must re-sit for another exam with self-study to remove 'C-' and/or "D" when module status determination is required.
3. A student with a good stand can pass to the next semester and even can graduate if he/she scores "D" and or "C-" in any course under module. Nevertheless, if the student is not in good standing, he or she should re-sit an exam within two weeks after the beginning of the semester with self-study.

4. A student who scored “Fx” must sit re-exam with minor support within two weeks time after the beginning of the next semester. If a student scores “Fx” for the second time, the grade shall be converted into “F” for status determination.
5. A student who scored “F” in a course/module must repeat the course/module for a maximum of two-time. After that, if s/he repeats F grade, the student can request for course change/replacement or waiver as course allergic.
6. The final grade of any repeated course shall be maintained regardless of the initial one.

NB: as indicated in the new nationally harmonized academic policy of Ethiopian Higher institutions, Fx is a grade that is settled with the 1st two weeks through minor helps for the student and make-up exam; whereas F grade indicate to repeat the course.

11 QUALITY ASSURANCE

The program will establish a system to monitor the educational quality of the program by collecting feedback from the employers, academic staff members, students such as formative and summative student assessments, periodical survey of opinions such as tracer study, regulatory bodies and other stake holders. The activities of this program will be coordinated and managed by the department head. The Quality assurance and improvement team, which is chaired by the office of Quality assurance of Sheba University College, monitors the program management in its monthly regular meeting. The program will also take all necessary steps to enhance the quality of education to be in line with international standards by improving the student- teacher ratio, student-book ratio, and other requirements. The standard of exams offered by the program and assessment methods used for each course will be examined periodically to ensure that the students will meet the graduate profile.

12. Module Name and Distribution

12.1 MODULE/ COURSE CODING

A. MODULE CODING

Module coding used is alpha numerical. Accordingly,

- AcFn represents core courses

- M represent module
- The first digit represents the year in which the Module is offered.
- The second two digits represent the module number in the program.
- The fourth digit represents nature of the course offered in that module. (1 represents core courses, 2 represents Supportive courses and 3 represents general foundation courses).

B. COURSE CODING

Course coding used is alpha numerical. Accordingly,

- **AcFn** represents core courses and should be delivered by the AcFn department staff
- The first digit represents the year in which the course is offered.
- The second two digits represent the module number in which the course is included.
- The fourth digit represents the alphabetic sequence of the core course offered among other course in that module.

C. LIST OF MODULES AND COURSE TYPES

MAIN COURSE

| COURSE TITLE | Cr Hrs | Module Code | Course Code | Mode Delivery |
|--|-----------|-------------|-------------|----------------|
| Fundamentals of Accounting I | 4 | AcFn-M1031 | AcFn-1031 | Semester Based |
| Mathematics for finance | 4 | AcFn-M3131 | AcFn2131 | Semester Based |
| Fundamentals of Accounting II | 4 | AcFn-M1032 | AcFn-1032 | Semester Based |
| Statistics for finance | 3 | AcFn-M1041 | AcFn-1043 | Semester Based |
| Risk management and Insurance | 3 | AcFn-M1072 | AcFn-1072 | Semester Based |
| Business Law | 3 | Law-M1013 | Law-1012 | Semester Based |
| Intermediate Financial Accounting I | 4 | AcFn-M2080 | AcFn-081 | Semester Based |
| Cost and Management Accounting I | 3 | AcFn-M2091 | AcFn-2091 | Semester Based |
| Accounting for public and civil society | 4 | AcFn-M2111 | AcFn-2111 | Semester Based |
| Financial Management I | 3 | AcFn-M2101 | AcFn-2101 | Semester Based |
| Financial Institutions and Markets | 3 | AcFn-M2111 | AcFn-2112 | Semester Based |
| Intermediate Financial Accounting II | 4 | AcFn-M2081 | AcFn-082 | Semester Based |
| Cost and Management Accounting II | 3 | AcFn-M2092 | AcFn-2092 | Semester Based |
| Financial Management II | 3 | AcFn-M2101 | AcFn-102 | Semester Based |
| Banking Principles and Practices | 2 | AcFn-M2111 | AcFn-113 | Semester Based |
| Operational Management | 3 | AcFn-M2121 | AcFn-121 | Semester Based |
| Research Methods in Accounting & Finance | 3 | AcFn-M2131 | AcFn-2131 | Semester Based |

| | | | | |
|--------------------------------------|-----------|------------|-----------|----------------|
| Advanced Financial Accounting I | 4 | AcFn-M3151 | AcFn3151 | Semester Based |
| Auditing Principles and Practices I | 3 | AcFn-M3161 | AcFn-161 | Semester Based |
| Professional practice in AcFn | 2 | AcFn-M2121 | AcFn3122 | Semester Based |
| Accounting Information Systems | 3 | AcFn-M3181 | AcFn-181 | Semester Based |
| Public finance & Ethiopian Taxation | 3 | AcFn-M3202 | AcFn-3201 | Semester Based |
| Senior Research Project I | 1 | AcFn-M3211 | AcFn3211 | Semester Based |
| Econometrics for Finance | 3 | AcFn-M3171 | AcFn3171 | Semester Based |
| Advanced Financial Accounting I | 4 | AcFn-M3191 | Mgmt-3191 | Semester Based |
| Advanced Financial Accounting II | 4 | AcFn-M3192 | Mgmt-3191 | Semester Based |
| Auditing Principles and Practices II | 3 | AcFn-M3161 | AcFn-3162 | Semester Based |
| Project Analysis & Evaluation | 3 | AcFn-M3201 | AcFn-3202 | Semester Based |
| Senior Research Project II | 2 | AcFn-M3211 | AcFn-3212 | Semester Based |
| Accounting Software Application | 2 | AcFn-M3181 | AcFn-3182 | Semester Based |
| Investment Analysis and | 2 | AcFn-M3201 | AcFn-3202 | Semester Based |
| Portfolio Management | | | | |
| Total | 84 | | | |

| No | Supportive Courses | | | | |
|----|--------------------------------|-------------|-------------|--------------|--------|
| | Course Title | Course code | Credit Hour | Prerequisite | Remark |
| 1 | Strategic Management | MgmtM2141 | 3 | | |
| 2 | Principles of Marketing | | 3 | | |
| 3 | Introduction to Management | MGMT 2011 | 3 | | |
| 4 | Operation Research | | 3 | | |
| 5 | Business Law | Law-M1013 | 3 | | |
| 6 | Fundamental Information system | comp-M1023 | 2 | | |
| 7 | Basic statistics | stat-M1013 | 3 | | |
| 8 | Macroeconomics | ECON-M2162 | 4 | | |
| | Total | | 24 | | |

Common Courses

| | | Common Courses | |
|----|--|----------------|-------------|
| | Course Title | Course code | Credit Hour |
| 1 | Communicative English Language Skills I | FLEN 1011 | 3 |
| 2 | Communicative English Language Skills II | FLEN 1012 | 3 |
| 3 | Economics | Econ1011 | 3 |
| 4 | Mathematics for Social Sciences | Math 1011 | 3 |
| 5 | Critical Thinking | LoCT 1011 | 3 |
| 6 | Geography of Ethiopia and the Horn | GeES 1011 | 3 |
| 7 | General Psychology | Psyc1011 | 3 |
| 8 | Social Anthropology | Anth1012 | 2 |
| 9 | Introduction to Emerging Technology | EmTe 1012 | 3 |
| 10 | Entrepreneurship | MGMT1012 | 3 |
| 11 | History of Ethiopia and the horn | Hist. 1012 | 3 |
| 12 | Moral and Civic Education | MCiE 1012 | 2 |
| 13 | Global Trends | GLTr1012 | 2 |
| 14 | Inclusiveness | SNiE 1012 | 2 |
| 15 | Physical Fitness | SpSc 1011 | P/F |
| | Total | | 38 |

D. SUMMARY OF COURSES

| Module Type | Total Credit ours | Total CP | Total Work Load in Hours |
|--------------------|-------------------|------------|--------------------------|
| Major Module | 84 | 122 | 2,106 |
| Supportive Module | 26 | 37 | 621 |
| Foundation Modules | 38 | 20 | 324 |
| Total | 148 | 180 | 3,051 |

13. Course Break Down

Prerequisites Courses

Some Accounting and Finance and other courses have prerequisites. A student shall take and pass the prerequisite(s) with a minimum of “C” grade or higher to enroll for a course that has a prerequisite. As a rule, a “D” grade as a prerequisite course implies inadequate preparation to continue to the next course and, thus, the student requires a consultation with his/her academic/department advisor before completing his/her semester registration.

The standard curriculum for the B.A degree in Accounting is set up on the semester system. The following sequence of this program is thus designed to reflect course prerequisites.

13.1 BACHELOR’S DEGREE IN ACCOUNTING AND FINANCE COURSE BREAK DOWN FOR REGULAR

13.2 YEAR I COURSES

| YEAR I, | | SEMESTER I | | | |
|---------|---|-------------|--------|------|--------------|
| No. | Course Title | Course code | Cr, Hr | ECTS | Prerequisite |
| 1 | Communicative English Language Skills I | FLEN 1011 | 3 | 5 | |
| 2 | Economics | Econ 1011 | 3 | 5 | |
| 3 | General Psychology | Psyc 1011 | 3 | 5 | |
| 4 | Mathematics for Social Sciences | Math 1011 | 3 | 5 | |
| 5 | Critical Thinking | LoCT 1011 | 3 | 5 | |
| 6 | Geography of Ethiopia and the Horn | GeES 1011 | 3 | 5 | |
| 7 | Physical Fitness | SpSc 1011 | P/F | | |
| | Total | | 18 | | |

| YEAR I, | | SEMESTER II | | | |
|---------|--|-------------|-------|------|--------------|
| No. | Course Title | Course code | Cr,Hr | ECTS | Prerequisite |
| 1 | Communicative English Language Skills II | FLEN 1012 | 3 | 5 | FLEN 1011 |

| | | | | |
|---|-------------------------------------|------------|----|---|
| 2 | Introduction to Emerging Technology | EmTe 1012 | 3 | 5 |
| 3 | Anthropology | Anth1012 | 2 | 3 |
| 4 | Entrepreneurship | Mgmt 1012 | 3 | 5 |
| 5 | History of Ethiopia and the horn | Hist. 1012 | 3 | 5 |
| 6 | Moral and Ethical Education | CESt 1012 | 2 | 3 |
| 7 | Global Trends | GITr1012 | 2 | 3 |
| | Total | | 18 | |

13.3 YEAR II COURSES

YEAR II

SEMSTER I

| COURSE TITLE | CrHrs | Module Code | Course Code | Mode Delivery |
|------------------------------|-------|-------------|-------------|----------------|
| Fundamentals of Accounting I | 4 | AcFn-M1031 | AcFn-1031 | Semester Based |
| Introduction to Management | 3 | MGMT1061 | MGMT1061 | Semester Based |
| Mathematics for finance | 4 | AcFn-M3131 | AcFn2131 | Semester Based |
| Macroeconomics | 4 | ECON-M2162 | ECON1161 | Semester Based |
| Basic statistics | 3 | stat-M1013 | stat1011 | Semester Based |
| inclusiveness | 3 | | | |
| | 21 | | | |

YEAR II

SEM II

| COURSE TITLE | Cr. Hrs | Module Code | Course Code | Mode Delivery |
|--------------|---------|-------------|-------------|---------------|
|--------------|---------|-------------|-------------|---------------|

Fundamentals of Accounting II

Statistics for finance

Principles of Marketing

Risk management and Insurance

Business Law

Operation Research

| | | | |
|----|------------|-----------|----------------|
| 4 | AcFn-M1032 | AcFn-1032 | Semester Based |
| 3 | AcFn-M1041 | AcFn-1043 | Semester Based |
| 3 | MgmtM1052 | Mgmt-1052 | Semester Based |
| 3 | AcFn-M1072 | AcFn-1072 | Semester Based |
| 3 | Law-M1013 | Law-1012 | Semester Based |
| 3 | Mgmt-M1041 | Mgmt-1042 | Semester Based |
| 19 | | | |

13.4 YEAR III COURSES

YEAR III

SEM I

| COURSE TITLE | Cr. Hrs | Module Code | Course Code | Mode Delivery |
|---|------------|----------------|----------------|----------------|
| Intermediate Financial Accounting I | 4 | AcFn-M2081 | AcFn-2081 | Semester Based |
| Cost and Management Accounting I | 3 | AcFn-M2091 | AcFn-2091 | Semester Based |
| Accounting for public and civil society | 4 | AcFn-M2111 | AcFn-2111 | Semester Based |
| Financial Management I | 3 | AcFn-M2101 | AcFn-2101 | Semester Based |
| Financial Institutions and Markets | 3 | AcFn-M2111 | AcFn-2112 | Semester Based |
| Fundamental Information system | 2 | comp-M1023 | Comp1021 | Semester Based |
| | 19 | | | |

YEAR III

SEM II

| COURSE TITLE | Cr.Hr s | Module Code | Course Code | Mode Delivery |
|--------------------------------------|------------|-------------|----------------|----------------|
| Intermediate Financial Accounting II | 4 | AcFn-M2081 | AcFn-082 | Semester Based |
| Cost and Management Accounting II | 3 | AcFn-M2092 | AcFn-2092 | Semester Based |

| | | | | |
|--|----|------------|-----------|----------------|
| Financial Management II | 3 | AcFn-M2101 | AcFn-102 | Semester Based |
| Banking Principles and Practices | 2 | AcFn-M2111 | AcFn-113 | Semester Based |
| Operational Management | 3 | AcFn-M2121 | AcFn-121 | Semester Based |
| Research Methods in Accounting & Finance | 3 | Mgmt-M2131 | AcFn-2131 | Semester Based |
| | 18 | | | |

13.5 YEAR IV COURSES

YEAR IV

SEM I

| COURSE TITLE | Cr .Hrs | Module Code | Course Code | Mode Delivery |
|-------------------------------------|------------|-------------|----------------|----------------|
| Advanced Financial Accounting | 4 | AcFn-M3151 | AcFn3151 | Semester Based |
| Auditing Principles and Practices I | 3 | AcFn-M3161 | AcFn-161 | Semester Based |
| Professional practice in AcFn | 2 | AcFn-M2121 | AcFn3122 | Semester Based |
| Accounting Information Systems | 3 | AcFn-M3181 | AcFn-181 | Semester Based |
| Public finance & Ethiopian Taxation | 3 | AcFn-M3202 | AcFn-3201 | Semester Based |
| Senior Research Project I | 1 | AcFn-M3211 | AcFn3211 | Semester Based |
| Economics for Finance | 3 | AcFn-M3171 | AcFn3171 | Semester Based |
| | 19 | | | |

YEAR IV

SEM II

| COURSE TITLE | Cr. Hrs | Module Code | Course Code | Mode Delivery |
|--------------|------------|-------------|-------------|---------------|
|--------------|------------|-------------|-------------|---------------|

| | | | | |
|---|----|------------|-----------|----------------|
| Strategic Management | 3 | MgmtM2141 | Mgmt3142 | Semester Based |
| Auditing Principles and Practices II | 3 | AcFn-M3161 | AcFn-3162 | Semester Based |
| Project Analysis & Evaluation | 3 | AcFn-M3201 | AcFn-3202 | Semester Based |
| Senior Research Project II | 2 | AcFn-M3211 | AcFn-3212 | Semester Based |
| Accounting Software Application | 2 | AcFn-M3181 | AcFn-3182 | Semester Based |
| Investment Analysis and Portfolio Management | 2 | AcFn-M3201 | AcFn-3202 | Semester Based |
| | 15 | | | |

15. QUALITY ASSURANCE

To guarantee the quality and standard of the program, the Department of Accounting and Finance

- Provides on job training and upgrades academic qualification of the staff as necessary,
- Gathers feedback from students, employers, and graduates as deemed necessary,
- Has prepared and has put in place rules governing delivery and various assessment methods of courses. These guidelines describe detail issues like course coordination, staff and student conduct and accountability, and grading scheme,
- Performs regular evaluation of the program based on the current trends in the field of Accounting and Finance and the country's skilled manpower need,
- Periodically acquires appropriate textbooks/references, and
- Carries out regular evaluation of staff.

1. COURSE OUTLINES

Course Title: Principles of Accounting I

Course Code: AcFn1031

Credit Hours: 4

Prerequisite: No Prerequisite

Academic Year:

Course Coordinator:

Course Description

This course introduces students with the fundamentals of record keeping and reporting for small and medium size businesses engaged in service giving and merchandizing activities. It serves as an introduction to record keeping, forms and procedures before the extensive study of accounting principles and concepts.

Course Objectives

Upon completion of this course, students are expected to:

- explain accounting concepts, principles and practices;
- distinguish accounting from other related professions;
- gather and process accounting data for service rendering businesses;
- gather and process accounting data for merchandising businesses;
- perform accounting for cash and short term instruments.

Course Contents

| Chapter | Topic | TimeAllotted |
|-----------|---|---------------|
| 1. | Introduction to Accounting | 8 hrs |
| | 1.1. Meaning and objectives 1.2. Study and employment Areas 1.3. Classification of organizations 1.4. Business Transactions and The Accounting Equation 1.5. Financial Statements | |
| 2. | Accounting Cycle for Services Business | 12 hrs |
| | 2.1. Journals and Accounts 2.2. Chart of Accounts 2.3. Journalizing & posting 2.4. Trial Balance 2.5. Adjusting Entries 2.6. Worksheet for Financial Statements 2.7. Financial Statements 2.8. Journalizing &Posting Adjusting Entries 2.9. Journalizing and posting Closing Entries 2.10.Post-Closing trial Balance | |
| 3. | Accounting Concepts and Principles | 6 hrs |
| | 3.1. Global Financial Accounting Standard 3.1.1. Why global standard? 3.1.2. History of International Financial Reporting Standard(IFRS) 3.1.3. Objectives of the International Accounting Standard Board(IASB) 3.1.4. IASB Hierarchy 3.2. Basic Accounting Concepts and Principles | |
| 4. | Accounting Cycle for a Merchandising Business | 14 hrs |
| | 4.1. Special Journals | |

| | | |
|-----------|--|--------------|
| | 4.2. Accounting for Purchases 4.3. Accounting for Sales 4.4. Transportation Costs & VAT/TOT 4.5. Inventory Systems 4.6. Trial Balance 4.7. Worksheet & Financial Statement 4.8. Journalizing & posting Adjusting Entries 4.9. Journalizing and posting Closing Entries 4.10. Reversing Entries 4.11. Post-Closing trial Balance 4.12. Interim Statements 4.13. Correction of Errors | |
| 5. | Accounting for Cash & Short Term Investments | 8 hrs |
| | 5.1. The concept of cash 5.2. Control over cash: The Bank reconciliation 5.3. The concept of Internal Control 5.4. Internal control over Cash Receipts 5.5. Internal control over Cash payments-Voucher System 5.6. Petty Cash System 5.7. Accounting for Short term Investments | |

Teaching & Learning Methods:

- lectures
- group discussion
- question & answers
- problem based learning
- simulation
- debates & discussion

Assessment Methods:

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Individual Practical or group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | FA 4 class participation 10 % | | | | |

Key:

FA: Formative Assessment

FAT: Formative Assessment Total

SAT: Summative Assessment Total

Text Book

- Warren, Reeve, Duchac. (2014) Accounting 25th ed South-Western, Cengage Learning Ohio

References

- Cengage Learning. Boston
- Warren, Reeve, Duchac. (2014) Financial and Managerial Accounting. 12th edition Cengage Learning. Boston
- Warren, Fees and Reeve (1996). Accounting 18th ed South Western Cincinnati, Ohio
- Weygandt, Kimmel, and Kieso. (2013) Accounting Principles 11th ed John Wiley & Sons, Inc. New Jersey
- Hennie Van Greuning (2006) International Financial Reporting: A Practical Guide 4th ed World Bank Publication, Washington, DC
- Weygandt, Kimmel, and Kieso. (2012) Accounting Principles 10th ed John Wiley & Sons, Inc. New Jersey
- International Accounting Standards Board-International Financial Reporting Standards Part A & B Publication of 1 January 2010. UK, London
- Larson, Wild and Chiappetta (2005) Fundamental Accounting Principles. 17th ed McGraw Hill, New York
- IFRS Foundation: Training Material for the IFRS for SMEs Module 1-35 Publication of 2013 UK, London
- Britton and Waterston (2006). Financial Accounting 4th Ed Pearson Education London
- Gillespie, Lewis and Hamilton (2004) Principles of Financial Accounting 3rd Ed. Prentice Hall New York
- Hennie Van Greuning (2009) International Financial Reporting: A Practical Guide 5th ed World Bank Publication, Washington, DC
- Kimmel, Weygandt, and Kieso (2005) Principles of Accounting-Tools for Decisions Making John Wiley and Sons, New Jersey
- Kimmel, Weygandt, and Kieso (2004) Financial Accounting-Tools for Business Decision Making 3rd ed. John Wiley and Sons, New Jersey
- Larson, Wild and Chiappetta (2002) Fundamental Accounting Principles. 16th ed

McGraw Hill, New York

- Meigs and etal. (2002)Accounting-The Basis for Business Decisions. 11th ed. McGraw Hill New York
- Needles, Powers and Crosson. (2011) Principles of Accounting South-Western, Cengage Learning Ohio
- Paul Pacter (2015) -IFRS as Global Standards: a Pocket Guide.IFRS Foundation
- Simons,Herry, Advanced Accounting: 4th edition.
- Warren, Reeve, Duchac. (2016)Financial and Managerial Accounting.13th edition
- Deloitte. (2015) IFRS in Your Pocket- English version
- Deloitte. (2014) IFRS in Your Pocket- English version
- Access to the ISAB standardsat www.iasb.org, for instanceIAS 1.

2. Course Title: Principles of Accounting II

Course Code: AcFn1032

Credit Hours: 4

Prerequisite: AcFn1031

Academic Year:

Course Coordinator:

Course Description

This course is intended to expose students to the various types of an accounting system. It develops the student's basic knowledge of accounting concepts, principles and practices for receivables, inventories, plant assets, payroll and the accounting for partnership and corporate forms of business organizations.

Course Objectives

Upon completion of this course, students are expected to:

- perform accounting for receivables;
- perform accounting for inventories;
- account for acquisition, depreciation and disposal of plant assets;
- record and amortize intangible assets;
- process payroll data in Ethiopia context;
- perform accounting for partnership and corporation form of businesses.

Course Contents

| Chapter | TOPIC | Time Allotted |
|---------|----------------------------|---------------|
| 1. | Accounting for Receivables | 6hrs |

| | | |
|-----------|---|--------------|
| | 1.1. Classification of Receivables 1.2. Control Over Receivables 1.3. Accounting for Notes Receivables 1.4. Accounting for Uncollectible Receivables | |
| 2. | Accounting for Inventories | 10hrs |
| | 2.1. Importance of Inventories 2.2. Inventory Systems: Periodic System & Perpetual System 2.3. Inventory Costing Methods : Under Periodic & Perpetual System 2.4. Valuation of Inventory: Lower of Cost or Market 2.5. Estimating Inventory Cost : Retail Method & Gross Profit method | |
| 3. | Accounting for Plant Assets & Intangible Assets | 9hrs |
| | 3.1. Nature & Acquisition of Plant Assets 3.2. Depreciation & Depreciation Methods 3.3. Capital & Revenue Expenditures 3.4. Disposal of Plant Assets 3.5. Natural Resources and Depletion 3.6. Intangible Assets and Amortization | |
| 4. | ACCOUNTING FOR PAYROLL IN ETHIOPIA, OTHER CURRENT LIABILITIES ANDE CONTINGENIES | 6hrs |
| | 4.1. Definition and Importance 4.2. Payroll Records and Components 4.3. Accounting System for Payroll and Payroll Taxes 4.4. The Ethiopian Payroll System 4.1.1. Preparation of payroll register 4.1.2. Computation of earnings 4.1.3. Computation of deductions 4.1.4. Computation of Net pay 4.5 Current Liabilities and Contingencies 4.5.1 Nature of Current liabilities 4.5.2 Definitely measurable liabilities 4.5.3 Liabilities dependent on operating results 4.5.4 Contingencies | |
| 5. | Accounting for Partnership | 9hrs |
| | 5.1. Characteristics of Partnership 5.2. Recording Partnership Investment 5.3. Division of Net Income or Net Loss 5.4. Financial Statement of Partnership 5.5. Partnership Dissolution 5.6. Partnership Liquidation | |
| 6. | Accounting for Corporation | 8hrs |
| | 6.1. Characteristics of a Corporation 6.2. Capital Stock: Nature, Type, and Issuance 6.3. Treasury Stock 6.4. Dividend | |

Teaching & Learning Methods

- lectures
- group discussion
- question & answers
- problem based learning
- debates & discussion

Assessment Methods:

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% | |
|-------------------------------------|-------|--|--|-------------------------------------|------------|------------------------|--|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | | |
| FA1 A | FA1 B | | | | | | |
| | | | | | | | |
| | | | | | | | |

Key:

FA: Formative Assessment

FAT: Formative Assessment Total

SAT: Summative Assessment Total

Text Book

- Warren, Reeve, Duchac. (2014) Accounting 25th ed South-Western, Cengage Learning Ohio

References

- Meigs and etal. (2002) Accounting-The Basis for Business Decisions. 11th ed. McGraw Hill New York
- Warren, Fees and Reeve (1996). Accounting 18th ed South Western Cincinnati, Ohio
- Weygandt , Kimmel , and Kieso . (2013) Accounting Principles 11th ed John Wiley & Sons, Inc. New Jersey
- Weygandt , Kimmel , and Kieso . (2012) Accounting Principles 10th ed John Wiley & Sons, Inc. New Jersey
- International Accounting Standards Board-International Financial Reporting Standards Part A & B Publication of 1 January 2010. UK, London

- Britton and Waterston (2006). Financial Accounting 4th Ed Pearson Education London
- Gillespie, Lewis and Hamilton (2004) Principles of Financial Accounting 3rd Ed. Prentice Hall New York
- Hennie Van Greuning (2009) International Financial Reporting: A Practical Guide 5th ed World Bank Publication, Washington, DC
- Hennie Van Greuning (2006) International Financial Reporting: A Practical Guide 4th ed World Bank Publication, Washington, DC
- Kimmel, Weygandt , and Kieso (2005) Principles of Accounting-Tools for Decisions Making John Wiley and Sons, New Jersey
- Kimmel, Weygandt , and Kieso (2004) Financial Accounting-Tools for Business Decision Making 3rd ed. John Wiley and Sons, New Jersey
- Larson, Wild and Chiappeta(2005) Fundamental Accounting Principles. 17th ed McGraw Hill, New York
- Larson, Wild and Chiappeta(2002) Fundamental Accounting Principles. 16th ed McGraw Hill, New York
- IFRS Foundation: Training Material for the IFRS for SMEs Module 1-35Publication of 2013 UK, London
- Deloitte. (2015) IFRS in Your Pocket- english version
- Deloitte. (2014) IFRS in Your Pocket- english version
- Needles, Powers and Crosson. (2011) Principles of Accounting South-Western, Cengage Learning Ohio
- Paul Pacter (2015) -IFRS as Global Standards: a Pocket Guide.IFRS Foundation
- Simons,Herry, Advanced Accounting: 4th edition.
- Warren, Reeve, Duchac. (2016)Financial and Managerial Accounting.13th edition Cengage Learning. Boston
- Warren, Reeve, Duchac. (2014)Financial and Managerial Accounting.12th edition Cengage Learning. Boston

3. Course Title: Financial Accounting I**Course Code: AcFn2081****Credit Hours: 4****Prerequisite: AcFn1032****Academic Year:****Course Coordinator:****Course Description**

This course deals with the development of accounting principles and professional practice, summary of the recognition of revenue and expenses, statement of income and retained earnings, balance sheet, overview of present and future value concepts, cash and short term investments, as well as receivables.

Course Objectives

After successfully completing the course, students will be able to:

- understand and explain the regulatory structure of international financial reporting and standard setting;
- discuss the IASB conceptual framework for financial reporting
- identify and process accounting data according to requirements;
- prepare financial statements;
- explain the time value of money concept
- reconcile bank accounts;
- perform accounting for cash;
- perform accounting for receivables.

Course Contents

| Chapter | Topic | Time Allotted |
|----------------|---|----------------------|
| 1. | Financial Reporting and Accounting Standards | 10 hrs |
| | 1.1. The Environment of Accounting 1.2. Need for High-Quality International Standards 1.3. International Standard Setting Organization 1.3.1. International Accounting Standards Board (IASB) 1.3.2. International Organization of Securities Commissions (IOSCO) 1.3.3. International Accounting Standards Board (IASB) 1.4. IASB Conceptual Framework for Financial Reporting 1.4.1. Need for Conceptual Framework | |

| | | |
|-----------|---|--------------|
| | 1.4.2. First level: Basic Objectives 1.4.3. Second level: Fundamental Concepts 1.4.4. Third level: Recognition, Measurement, and Disclosure Concepts 1.5. Cash Flow and Income Measurement <ul style="list-style-type: none"> - Cash Basis of Accounting - Accrual Basis of Accounting | |
| 2. | REVENUE AND EXPENSES RECOGNITION; INCOME MEASUREMENT AND RECOGNITION | 18hrs |
| | 2.1 Importance of recognition, measuring and reporting income 2.2 Concept or income measurement <ul style="list-style-type: none"> - Capital measurement approach - Transactional approach - Contents of income statement 2.4 Discounted operation 2.5 Changes in accounting principles 2.6 Revenue recognition 2.6.1 Most common revenue recognition alternatives <ul style="list-style-type: none"> - Percentage of completion method - Completed contract method - Instalment method - Cost recovery/ Sunk cost method 2.7 Recognition of Expense | |
| 3. | Financial Statements and Additional Disclosures | 14hrs |
| | 3.1 Balance Sheet <ul style="list-style-type: none"> 3.1.1 Nature of Balance sheet 3.1.2 Form and presentation of Balance sheet 3.1.3 Uses and limitation of balance sheet 3.1.4 Elements of balance sheet 3.1.5 Illustrations 3.2 Income Statement 3.3 Statement of Changes in Equity 3.4 Cash Flow Statement <ul style="list-style-type: none"> 3.4.1 Purpose of the statement of cash flow 3.4.2 Classifications of Cash Flows | |

| | | | |
|-----------|---|----------------------------|-------------|
| | 3.4.3 3.5 Comprehensive Income 3.6 Disclosures | SCF Format Alternatives | |
| 4. | PRESENT AND FUTURE VALUE CONCEPTS (TIME VALUE OF MONEY) | | 8hrs |
| | 4.1. Simple and compound interest 4.2. Amount or Future Value - ordinary annuity - Annuity due - Deferred annuity 4.3. Present value of: - Ordinary annuity - Annuity due - Deferred Annuity | | |
| 5. | CASH AND SHORT-TERM INVESTMENTS | | 8hrs |
| | 5.1. Nature of cash and Cash control 5.2. Reporting cash 5.3 Summary of cash-related items 5.4 Temporary investment / short term investment/ 5.5. Short-term investments and their accounting treatment. - Accounting procedures for marketable equity security (MES) - Accounting for marketable debt securities (MDS) | | |
| 6. | ACCOUNTING FOR RECEIVABLES | | 6hrs |
| | 6.1. Recognition and Valuation of accounts receivables 6.2. Recognition and Valuation of notes receivables 6.3. Special Issues Related to receivables | | |

Teaching & Learning Methods

- Lectures
- Group Discussion
- Question & Answers
- Problem based learning
- Debates & Discussion

Assessment Methods

| | | | |
|-----------------------------|--------------------|--------------------|---------------------------------|
| Formative Assessment | FAT 50% | SAT 50% | Grand Total 100% |
|-----------------------------|--------------------|--------------------|---------------------------------|

| FA 1 Quiz (at least two) 20 % | | FA 2 Individual or Practical Individual group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | | |
|-------------------------------------|-------|--|---|----------------------------------|--|--|--|
| FA1 A | FA1 B | | | | | | |
| | | | | | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book

- Kieso, Weygandt and Warfield(2015) Intermediate Accounting 2nd IFRS edition John Wiley & Sons, Inc. New Jersey

References

- Kieso, Weygandt and Warfield. (2013) Intermediate Accounting. 15th ed John Wiley & Sons, Inc. New Jersey
- Kieso, Weygandt & Warfield.(2012) Intermediate Accounting John Wiley & Sons, Inc. 14th ed
- Kieso, Weygandt & Warfield.(2010) Intermediate Accounting: IFRS Edition 1st Ed Wiley Blackwell
- Paul Pacter (2015) -IFRS as Global Standards: a Pocket Guide.IFRS Foundation
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- Federal NeGarit Gazette of The Federal Democratic Republic of Ethiopia-Financial Reporting Proclamation Proclamation No. 847/2014Addis Ababa 5 December, 2014
- A.N Mosich (1989). Intermediate Accounting Revised 6th edition McGraw. Hill, New York

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- Deloitte. (2014) IFRS in Your Pocket- English version
- Access to the ISAB standards at www.iasb.org

International Accounting Standards IAS 1, IAS 7, IAS 11, IAS 18 , IAS 34, IFRS 5, , IFRS 7 , issued by IASB

- Free website providing information about IFRS:

☞ International Financial Reporting Standards (IFRS)

IASB Foundation Education Available through www.iasb.org

☞ www.openknowledge.worldbank.org

☞ Deloittee IFRS website

www.iasplus.com/en

☞ Ernst & Young IFRS website

www.ey.com/ifrs

☞ KPMG IFRS website

www.kpmgifrsinstitute.com

☞ PWC IFRS reporting website

www.pwcglobal.com/ifrs

- Useful websites dealing with IFRS for SMEs

☞ International Accounting Standards Board

<http://www.iasb.org/IFRS+for+SMEs/IFRS+for+SMEs.htm>

☞ Deloitte

<http://www.iasplus.com/standard/ifrsforsmes.htm>

☞ PWC

http://www.pwc.com.ar/en_GX/gx/ifrs-reporting/pdf/IFRSSME09.pdf

4. Course Title: Financial Accounting II

Course Code: AcFn2082

Credit Hours: 4

Prerequisite: AcFn2081

Academic Year:

Course Coordinator:

Course Description

This course is intended to further develop the students' competence in financial reporting. Topics covered will include accounting for: inventory, plant assets, long-term investments, current liabilities, long-term debts, and shareholders' equity. It also tries to help students grasp application of accounting concepts accounting for leases, changes, errors, and incomplete records.

Course Objectives

This course will help students to:

- apply the different inventory valuation techniques;
- estimate the cost of inventories using the retail methods or gross profit method;

- account for construction type contracts either using percentage of completion method or completed contract method;
- determine cost of plant assets and the way costs subsequent of acquisition are accounted for;
- understand the accounting treatment when plant assets are retired disposed of and exchange either with similar assets or dissimilar assets;
- identify the different methods of depreciation;
- distinguish the different types of intangible assets and learn how to account for the cost of identifiable and unidentifiable intangible assets;
- understand the cost and equity method of accounting long-term investments in common stocks.
- describe the accounting process for current and non-current liabilities
- explain the accounting issues regarding leases
- understand the accounting for changes, errors, and incomplete records.

Course Contents

| Chapter | Topic | TimeAllotted |
|---------|--|--------------|
| 1. | INVENTORIES; COST AND COST FLOW ASSUMPTION AND SPECIAL VALUATION METHODS | 10hrs |
| | 1.1 Inventory Issue 1.2 Physical good and cost included in inventory 1.3 Costflow Assumptions 1.4 Lower of cost and net realizable value 1.5 Valuation bases 1.6 The gross profit method of estimating inventory 1.7 Retail inventory method 1.8 Presentation of inventory | |
| 2. | PLANT ASSETS ACQUISITION, DEPRECIATION AND DISPOSAL AND INTANGIBLE ASSETS | 12hrs |
| | 2.1 Characteristics of plant asset 2.2 Acquisition cost of plant asset 2.3 Valuation of plant asset 2.4 Treatment of costs incurred subsequent to acquisition 2.5 Depreciation of plant asset 2.6 Impairment of plant asset 2.7 Depletion of plant asset 2.8 Revaluation of mineral resources 2.9 Disposition of plant asset 2.10 Types of intangible assets 2.11 Impairment of intangible assets 2.12 Research and Development (R&D) costs | |
| 3. | CURRENT LIABILITIES, PROVISIONS, AND CONTINGENCIES | 6hrs |
| | 3.1 Nature and Types of current liabilities | |

| | | |
|-----------|--|--------------|
| | 3.2 Recognition and measurement of current liabilities 3.3 Recognition and measurement of provision | |
| 4. | NON-CURRENT LIABILITIES | 8hrs |
| | 4.1 Nature of long-term debt 4.2 Types of bonds 4.3 Accounting for term bonds 4.4 Accounting for serial bond 4.5 Accounting for long term note | |
| 5. | LONG TERM INVESTMENTS | 10hrs |
| | 3.2 Introduction 3.1 Classification of investment 3.2 Acquisition cost/ recording initial cost 3.3 Accounting for long term investment in common stock 2.4. Accounting for long-term investment in bounds <ul style="list-style-type: none"> - Acquisition price of long-term investment in bonds - Acquisition of bounds b/n interest dates - Special problem in accounting for long term investment in securities 2.5. Other long-term investments | |
| 6. | STOCKHOLDERS' EQUITY | 8hrs |
| | 6.2. Stockholder's Equity 6.2.1 Structure and ownership equity of corporation 6.2.2 Paid-in capital 6.2.3 Retained earnings 6.2.4 Dividends | |
| 7. | ACCOUNTING FOR LEASES | 4hrs |
| | 7.1 Types of leases 7.2 Basic lease accounting issues 7.3 Accounting for operating leases: Lessee and Lessor 7.4 Accounting for capital leases: Lessee and Lessor 7.5 Special Issues in accounting for capital leases | |
| 8. | ACCOUNTING CHANGES, ERRORS, AND INCOMPLETE RECORDS | 6 hrs |
| | 8.1 Accounting changes <ul style="list-style-type: none"> - Types of accounting changes - Change in accounting principle - Change in accounting estimate - Change in reporting entity - Correction of errors 8.2 Correction of an error in previously issued financial statements 8.3 Type of errors 8.4 Analyzing the effect of errors 8.5 Financial statements from incomplete records 8.6 Balance sheet from incomplete accounting records | |

| | | |
|--|--|--|
| | 8.7 Computation of Net Income from single - entry accounting records | |
|--|--|--|

Teaching & Learning Methods

- Lectures
- Group Discussion
- Question & Answers
- Problem based learning
- Debates & Discussion

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|---|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | | FA 4 class participation 10 % | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book

- Kieso, Weygandt and Warfield(2015) Intermediate Accounting 2nd IFRS edition John Wiley & Sons, Inc. New Jersey

References

- Kieso, Weygandt & Warfield.(2010) Intermediate Accounting: IFRS Edition 1st Ed Wiley Blackwell
- Paul Pacter (2015) -IFRS as Global Standards: a Pocket Guide.IFRS Foundation
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- Kieso, Weygandt and Warfield. (2013) Intermediate Accounting. 15th ed John Wiley & Sons, Inc. New Jersey
- Kieso, Weygandt & Warfield. (2012) Intermediate Accounting John Wiley & Sons, Inc. 14th ed
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International Accounting Standards IAS 2, IAS 8, IAS 11, **IAS 12**, IAS 16, IAS 17, IAS 20, IAS 23, IAS 36, IAS 37, IAS 38, , IFRS 6 ,issued by IASB.
- Useful websites dealing with IFRS for SMEs
 - ☞ International Accounting Standards Board
<http://www.iasb.org/IFRS+for+SMEs/IFRS+for+SMEs.htm>
 - ☞ Deloitte
<http://www.iasplus.com/standard/ifrsforsmes.htm>
 - ☞ PWC
http://www.pwc.com.ar/en_GX/gx/ifrs-reporting/pdf/IFRSSME09.pdf
- Free website providing information about IFRS:

- ☞ International Financial Reporting Standards (IFRS)
IASB Foundation Education Available through www.iasb.org
- ☞ www.openknowledge.worldbank.org
- ☞ Deloitte IFRS website
www.iasplus.com/en
- ☞ Ernst & Young IFRS website
www.ey.com/ifrs
- ☞ KPMG IFRS website
www.kpmgifrsinstitute.com
- ☞ PWC IFRS reporting website
www.pwcglobal.com/ifrs

5. Course Title: Cost and Management Accounting I

Course Code: AcFn2091

Credit Hours: 3

Prerequisite: AcFn1032

Academic Year:

Course Coordinator:

Course Description

This course is an introduction to the theoretical and practical knowledge of cost accounting systems and procedures. The course covers the nature and concepts of cost accounting; the costing and control of materials, labor and factory overhead costs; job order costing, process costing, by-product and accounting for scraps, spoilage and defective items. The primary emphasis of the course is on manufacturing organizations though it also applicable in non manufacturing enterprises.

Course Objectives

Upon completion of this course, students are expected to

- gather and summarize cost data;
- distinguish between cost accounting and financial accounting;
- distinguish between job-order and process costing system;
- prepare job order cost report;
- prepare process cost report;
- account scrap, spillage and defective units;
- apply ABC costing system.

Course Contents

| CHAPTER | Topic | Time allotted |
|----------|---|---------------|
| 1 | Overview of cost accounting | 6hrs |
| | 1.1. Financial accounting verses Management accounting 1.2. Cost accounting related to Financial and Management accounting 1.3. Classification of costs 1.4. Identifying work flow of a manufacturing firm 1.5. Reporting the result of operations. 1.6. Common cost related terminologies | |
| 2 | Job Order Costing System | 12hrs |
| | 2.1. Cost system basic 2.2. Cost accumulation method, what is job-order costing? 2.3. Determine the cost of material issued 2.4. Determine the cost of labor 2.5. Allocation of factory overhead 2.5.1 Under & over-applied overhead 2.6. The flow of costs in job order costing 2.7. Departmentalization of factory overhead | |
| 3 | Process Costing System | 10hrs |
| | 3.1 Introduction 3.2 Characteristics of process costing 3.3 Costing by departments 3.4 Accounting for materials, labor, and factory overhead cost 3.5 Cost of production report | |
| 4 | Accounting for Scrap, Spoiled & Defective Units | 8hrs |
| | 4.1 Introduction 4.2 Accounting for spoiled units 4.3 Accounting for defective units 4.4 Accounting for scrap materials 4.5 Accounting for waste materials | |
| 5 | Accounting for Joint Products and By-Products | 6hrs |
| | 5.1. Accounting for joint products 5.2. Accounting for by-products | |
| 6 | Activity Based Costing (ABC) System | 6hrs |
| | 6.1. Identifying and classifying activities related to products 6.2. Estimating the cost of activities 6.3. Calculating a cost driver rate for the activity 6.4. Assignment of costs to products 6.5. Product and customer profitability 6.6. Estimating of costs of new products using ABC 6.7. ABC-in service and merchandising companies 6.8. Costs and benefits of using ABC | |

Teaching & Learning Methods

- Lectures
- Group Discussion
- Question & Answers

- Presentations
- Debates & Discussion
- Problem based learning
- Industry visit

Assessment Methods:

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | | FA 4 class participation 10 % | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book

- Horngren, Datar and Rajan (2015) Cost Accounting: A Managerial Emphasis. 15th ed Pearson. Boston

References

- Warren, Reeve, Duchac. (2016) Financial and Managerial Accounting. 13th edition Cengage Learning. Boston
- Warren, Reeve, Duchac. (2014) Financial and Managerial Accounting. 12th edition Cengage Learning. Boston
- Weygandt, Kimmel, and Kieso (2012) Managerial Accounting: Tools for Business Decisions. 6th ed John Wiley & Sons, Inc. New Jersey

- Ronald W.Hilton(1999). Managerial Accounting. 4th ed McGraw Hill New York
- Barfield, Raiborn & Kinney (2002). Cost Accounting Traditions & Innovations
- Charles, T. Horngren. (2002)Introduction to Management Accounting. 12th ed. Prentice-Hall, Inc. New Jersey,
- Crosson and Needles. (2011). Managerial Accounting.9th ed South-Western, Cengage Learning Ohio
- Duncan Williamson (1996) Cost and Management Accounting Prentice Hall New Delhi
- Edward J. Vanderbeck(2010) Principles of Cost Accounting 15th Ed. South Western Ohio
- Garrison, Noreen and Brewer. (2012)Managerial Accounting. 14th ed McGraw-Hill New York
- Garrison and Norren (2003) Managerial Accounting 10th ed McGraw Hill New York John Wiley & Sons
- Horngren, Datar & Rajan (2011) Cost Accounting - A Managerial Emphasis 14th Ed Prentice Hall. New York
- Horngren, Foster and Datar(2000). Cost Accounting –A Managerial Emphasis 10th ed Prentice Hall,Inc., New Jersey
- M N Arora A Text Book of Cost Accountancy 7th Revised and Enlarged Edition Vikas Publishing 2003 New Delhi

6. Course Title: Cost and Management Accounting II

Course Code: AcFn2092

Credit Hours 3

Prerequisite: AcFn2091

Academic Year:

Course Instructor:

Course Description

The course is designed to equip students with all understanding of basic principles of decision making, planning and control and an opportunity to apply these principles and procedures in preparing reports economic performance report, control, and information report to management.

Course Objectives

After completing this course students are expected to:

- obtain knowledge of how accounting data can be applied by management of a business or a not-for –profit organization.
- apply cost data in decision making process
- master the basic skills in the use of cost data for product costing, preparation of financial statements and CVP analysis.
- perform CVP analysis
- master the basic skills in the use of financial data for budgetary process, performance evaluation and decision-making.

Course Contents

| Chapter | Topic | Time |
|----------|--|--------------|
| 1 | Introduction to Managerial Accounting | 4 hrs |
| | 1.1. Application of Managerial Accounting 1.2. The Management Process and Accounting 1.3. Financial and Managerial Accounting | |
| 2 | Cost Volume Profit Analysis | 10hrs |
| | 2.1. Cost Behavior & Patterns 2.2. Importance of CVP Analysis 2.3. Multiple Products & CVP Analysis 2.4. Impact of Taxes on CVP Analysis 2.5. CVP Analysis & NFP Application | |
| 3 | Decision Making & Relevant Information | 12hrs |
| | 3.1. The Role of Accounting in Special Decisions 3.2. The Meaning of Relevance 3.3. The role of costing in special Decisions 3.3.1. Marketing Decisions Special order decisions Addition or deletion of products lines, etc Optimal use of limited resources 3.3.2. Production Decisions Make or buy decisions Joint product decisions Keep or replace decisions | |
| 4 | The Master Budget (Overall Plan) | 10hrs |
| | 4.1. The Fundamentals of Budgets 4.2. Purposes of Budgeting 4.3. Type of Budgets 4.4. Developing the Master Budget 4.5. Responsibility Accounting | |
| 5 | Flexible Budgets and Standards | 6hrs |
| | 5.1 Static vs. Flexible budgets 5.2 Standards for material and labor 5.3 Controllability and Variance Analysis | |

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|----------|---|-------------|
| | 5.3.1 Direct Material Variances 5.3.2 Direct Labor Variances 5.3.3 Overheads Variances | |
| 6 | Measuring Mix and Yield Variances | 6hrs |
| | 6.1 Sales variances 6.1.1 Sales volume variance 6.1.2 Sales Mix Variance 6.1.3 Market-size and market-share variance. 6.2 Input variances 6.2.1 Direct materials Mix and Yield Variances 6.2.2 Direct Labor Mix and Yield variances 6.3 Productivity Measurement | |

Teaching & Learning Methods

- Lectures
- Group Discussion
- Question & Answers
- Presentations
- Debates & Discussion
- Problem based learning

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|---|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | | FA 4 class participation 10 % | | | |

Key:

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- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book

- Horngren, Datar and Rajan (2015) Cost Accounting: A Managerial Emphasis. 15th ed
Pearson. Boston

References

- Barfield, Raiborn & Kinney (2002). Cost Accounting Traditions & Innovations

- Charles, T. Horngren. (2002)Introduction to Management Accounting. 12th ed. Prentice-Hall, Inc. New Jersey,
- Crosson and Needles. (2011). Managerial Accounting.9th ed South-Western, Cengage Learning Ohio
- Duncan Williamson (1996) Cost and Management Accounting Prentice Hall New Delhi
- Edward J. Vanderbeck(2010) Principles of Cost Accounting 15th Ed. South Western Ohio
- Garrison, Noreen and Brewer. (2012)Managerial Accounting. 14th ed McGraw-Hill New York
- Garrison and Norren (2003) Managerial Accounting 10th ed McGraw Hill New York John Wiley & Sons
- Horngren, Datar & Rajan (2011) Cost Accounting - A Managerial Emphasis 14th Ed Prentice Hall. New York
- Horngren, Foster and Datar(2000). Cost Accounting –A Managerial Emphasis 10th ed Prentice Hall,Inc., New Jersey
- M N Arora A Text Book of Cost Accountancy 7th Revised and Enlarged Edition Vikas Publishing 2003 New Delhi
- Warren, Reeve, Duchac. (2016)Financial and Managerial Accounting.13th edition Cengage Learning. Boston
- Warren, Reeve, Duchac. (2014)Financial and Managerial Accounting.12th edition Cengage Learning. Boston
- Weygandt , Kimmel , and Kieso (2012)Managerial Accounting: Tools for Business Decisions.6th ed John Wiley & Sons, Inc. New Jersey
- Ronald W.Hilton(1999). Managerial Accounting. 4th ed McGraw Hill New York

7. Course title: Financial Management I

Course code: AcFn2101

Credit hour: 3

Prerequisite: AcFn1032

Academic Year:

Instructor Name

Course Coordinator:

Course Description

The course deals with the nature and scope of financial management, financial analysis, valuation concepts, cost of capital and long-term investment decision.

Course Objectives

At the end of this course students will be able to:

- understand the basic theoretical concepts of finance functions in modern business enterprise;
- evaluate alternative sources of finance and investment decision;
- identify the advantage and disadvantage of debt financing;
- measure and evaluate financial performance of an organization;
- perform valuation of financial assets.

Course Contents

| Chapter | Topic | Time allotted |
|----------|---|---------------|
| 1 | OVERVIEW OF FINANCIAL MANAGEMENT | 4hrs |
| | 1.1. Major Areas of Finance: Financial Services Vs Financial Management 1.2. Finance and Related Disciplines Finance and Accounting Finance and Economics Finance and Other Related Disciplines (Marketing, Production, Quantitative Methods) 1.3. Scope of Financial Management Traditional Vs Modern Views Functions of Financial Management Key Activities of the Financial Manager 1.4. Objectives of Financial Management Profit/EPS Decision Criterion Wealth Maximization Decision Criterion (MVA and EVA) 1.5. Overview of Selected Finance Theories Agency Problem (Theory) The Concept of Perfect Capital Markets Security Market Efficiency Risk and Return: Trade offs | |
| 2 | FINANCILA ANALYSIS & PLANNING | 10 hrs |
| | 2.1.Financial Analysis Why Financial Analysis? Financial Statements and Process of Financial Analysis Considerations in Financial Analysis Types and Tools of Financial Analysis | |

| | | |
|----------|---|--------------|
| | Types of financial ratios and interpretations 2.2.Financial Planning Meaning of Financial Forecasting Strategic Considerations in Financial Forecasting Steps in Financial Forecasting Techniques of Financial Forecasting Recent Developments in Financial Forecasting | |
| 3 | VALUATIONS OF FINANCIAL INSTRUMENTS & COST OF CAPITAL | 8 hrs |
| | 3.1.Valuation of Bonds and Stocks (Securities) General Features of Debt & Equity Securities Direct and Indirect Claims Valuation: Meaning and Importance The General Valuation Model Valuation of Corporate Bonds Valuation of Common and Preferred Stocks 3.2.Cost of Capital Cost of Capital: Meaning, Theories, and Basic Assumptions Alternative Models (DVM and CAPM) Specific Costs of Debts, Preferred Stocks, Common Stocks, and Retained Earnings Weighted Average Cost of Capital Marginal Cost of Capital | |
| 4 | BASICS OF RISK AND RETURN | 4hrs |
| | 4.1. Definition of Return and Risk 4.2. Measuring Return 4.3. Measuring Risk 4.4. Portfolio Risk and Return 4.5. Risk – systematic and unsystematic risk 4.6. Risk and Return – Diversification | |
| 5 | LONG TERM INVESTMENT DECISIONS (CAPITAL BUDGETING DECISIONS) | 12hrs |
| | 5.1. Introduction Meaning and Importance of Capital Budgeting Difficulties in Capital Budgeting Types of Long-Term Investments 5.2. Underlying Assumptions in Capital Budgeting 5.3. Parts of Investment and the Concept of Cash Flows Parts of Investment Cash Flows Principles of Cash Flow Projection Determining Project Cash Flows 5.4. Appraisal of Long-Term Investments Financial Appraisal Criteria Independent Vs Mutually Exclusive Projects Comparison of the Various Appraisal Criteria Financial Appraisal Under Conditions of Capital Rationing | |

| | | |
|----------|---|--------------|
| | Appraisal of Projects with Unequal Lives 5.5. Project Evaluation under Condition of Uncertainty (Risk) Certainty Equivalent Factor (CEF) Risk Adjusted Discount Rates (RADR) Capital Budgeting under Inflationary Situation (Real Vs Nominal Rates) | |
| 6 | CAPITAL STRUCTURE AND THE CONCEPT OF LEVERAGE | 10hrs |
| | 6.1 Brief Concept of Capital Structure: <ul style="list-style-type: none"> - EBIT –EPS Analysis - Capital structure theories with symmetric information, including - The Modigliani-Miller (MM) irrelevance propositions - Capital structure with tax and financial distress costs - Key Business Considerations 6.2 The Concept of Leverage: Leverage and its meaning Types of Leverage:- Operating Leverage, Financial Leverage, and Combined Leverage Effects of Leverage | |

Teaching & Learning Methods

- Lectures
- Group Discussion
- Question & Answers
- Presentations
- Problem based learning

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | FA 4 class participation 10 % | | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book

- Bringham and Ehrhardt (2011) Financial Management: Theory and Practice 13th ed. South-Western, Ohio

Reference:

- Bringham, E. F. and Houston, J. F. (2001) Fundamentals of Financial Management 9th ed. South-Western, Ohio
- Bringham and Ehrharat (2008) Financial Management-Theory and Practice; 12th ed. South-Western, Ohio
- Brigham. E.F. (2006) Fundamentals of Financial Management, 9th ed The Dryden press, South-Western, Ohio
- Brigham and Houston. (2001) Fundamentals of Financial Management, 7th Ed, South-Western 2001 South-Western, Ohio
- Brealey Myers(2000) Principles of Corporate Finance. 7th ed, McGraw-Hill New York
- Brealey, Myers and Allen.(2011) Principles of Corporate Finance. 10th ed McGraw-Hill New York
- Chandra, P. (2004) Fundamentals of Financial Management 3rd ed. Tata McGraw Hill, New Delhi.
- C. Paramasivan and T. Subramanian. Financial Management New Age International New Delhi
- Ehrhardt and Bringham (2011) Corporate Finance:A Focused Approach 4th ed South-Western, Ohio
- Gitman, L.J. (1997), Principles of Managerial Finance, 8th ed. Prentice Hall New York
- Gitman, L.J. (2002), Principles of Managerial Finance, 10th ed Prentice Hall New York
- Khan and Jain (2000) Basic Financial Management Tata McGraw Hill New Delhi
- Pandey, I. M., Financial Management, 4th edition, Prentice-Hall of India, New Delhi.
- Ross, Westerfield and Jaffe. (2013). Corporate Finance. 10th ed McGraw-Hill New York
- Ross, Westerfield and Jaffe. (2013). Fundamentals of Corporate Finance: Standard Edition. 10th ed McGraw-Hill New York
- Ross, S.A, et.al (1997), Fundamentals of Corporate Finance, 4th ed

- Van Horne, James C. and Wachowicz, John M. (2008), Fundamentals of Financial management, 13th ed, McGraw-Hill , Boston
- Van Horne, James C. and Wachowicz, John M. (1998), Fundamentals of Financial management, 10th ed, McGraw-Hill , Boston
- Watson and Head (2007).Corporate Finance Principles & Practice. 4th Prentice HallNew York

8. Course Title: Financial Management II

Course Code: AcFn2102

Credit Hours: 3

Prerequisite: AcFn2101

Academic Year:

Course Coordinator

Course Description

The basic objective of this course is to familiarize students with dividend decisions , the working capital management , lease financing and international financial management that are the important areas of finance profession. Topics covered include dividend policy and decisions, inventory management, receivables management and cash management, short-term financing, leasing and international finance.

Course Objectives:

At the end of this course the students will be able to:

- understand the dividend retention versus distribution dilemma faced by the firm.
- explain the general concept of working capital management;
- apply basic technique of managing cash and marketable securities;
- perform management of receivables;
- perform the management of inventory;
- identify short-term financing and their implication on profitability and risk.
- understand and explain lease financing in its various forms.
- explain the issues regarding financing international business operations

Course Contents

| Chapter | Topic | Time allotted |
|----------------|--|----------------------|
| 1 | Dividend Policy and Theory | 5hrs |
| | 1.1. Dividends- classification | |
| | 1.2. Factors influencing dividend payments | |

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| | 1.3. Establishing dividend policy 1.3.1. Residual Dividend approach 1.3.2. Dividend stability 1.3.3. A Compromise | |
| 2 | An overview of Working capital | 6hrs |
| | 2.1 Working capital defined 2.2 Objectives of Working Capital Management 2.3 Determinants of Working Capital Requirement 2.4 Characteristics of Working Capital 2.5 Working Capital Financing Strategies: The Aggressive Approach The Conservative Approach Perfect Hedge (Self-Liquidating) Approach | |
| 3 | Management of Cash & Marketable securities. | 6hrs |
| | 3.1 Nature of cash & cash cycle 3.2 Motives for holding cash 3.3 Basic Objectives of Cash Management 3.4 Dimensions of cash management and devices for management 3.5 Function of cash management 3.6 The Operating and the Cash Cycle 3.7 Cash management models 3.8 Target Cash Balance Important Issues and Relevant Concepts Quantitative Models for Determining the Optimal Cash Balance 3.9 Managing Cash Collections and Disbursements The Meaning of Float and Additional Terminologies Management of Collection and Disbursement Floats Collection and Disbursement Strategies of Firms 3.10 Investing Idle Cash | |
| 4 | Management of Receivables | 9hrs |
| | 4.1 Nature of Receivables Types and Sources of Receivables Scope of Receivable Management Benefits of Receivable Management Typical Sequence of Events and Operational Controls 4.2 Components of Credit Policy Term of Sale: (Credit Period, Cash Discounts, Discount Period, Credit Instruments) Credit Analysis Collection Policy 4.3 Changes in Credit Policy 4.4 Rationale for Changing Credit and Discount Periods 4.5 Optimal Credit Policy Meaning of Optimal Credit Policy Determinants of Optimal Credit Policy | |

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|----------|---|--------------|
| 5 | Inventory Management | 8hrs |
| | 5.1 Introduction: Inventory Types, Focus and Goal of Inventory Management 5.2 Types of Inventory Costs Carrying Cost Ordering, Shipping, and Receiving Costs 5.3 Optimal Inventory Ordering Quantity Economic Order Quantity (EOQ) Model Variations to the Basic EOQ Model 5.4 Inventory Control Systems Red Line Method Two Bin Method Computerized Inventory Control Systems Just-In-Time (JIT) System | |
| 6 | Short-term and Long term Sources of Financing | 6hrs |
| | 6.1 Sources of short-term financing Definition and general overview Advantages and disadvantages of short-term financing Various types of short-term financing and risk associated: Trade Credit (Account Payables) & the Cost of Trade Credit Accruals Bank Loans and the Cost of Bank Loans Commercial Papers Accounts Receivable Financing (Pledging & Factoring (Selling) A/R) Inventory Financing 6.2 Long Term financing and Investment Equity Finance (New Issues, Rights issues, Scrip issues, Preferred Stock (Types, Merits, Demerits) Bonds and Debentures (Types, their rating, Valuation and its importance) Bank and institutional debt International debt finance Hybrid finance (Options, Warrants, Convertibles and innovative hybrids) | |
| 7 | Leasing and Hire-Purchase Agreements | 4 hrs |
| | 7.1 The Concept of Leasing 7.2 Classification of Lease Contracts Basis for Classification Operating and Financial Leases Sale & Lease Back and Direct Lease Single Investor and Leveraged Leases Domestic and International Leases Similarities & Differences among Lease Contracts 7.3 Advantages and Limitations of Leasing | |

| | | |
|----------|--|--------------|
| | 7.4 Financial Appraisal of Leasing 7.5 Lease Financing versus Other Forms of Long-Term Financing like Hire Purchase Financing | |
| 8 | International Financial Management | 4 hrs |
| | 8.1 The Multinational Corporations 8.2 Foreign investment Decisions 8.3 Financing International Business Operations | |

Teaching & Learning Methods

- Lectures
- Group Discussion
- Question & Answers
- Presentations
- Problem based learning

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | | FA 4 class participation 10 % | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book

- Bringham and Ehrhardt (2011) Financial Management: Theory and Practice 13th ed.
South-Western, Ohio

Reference:

- Bringham, E. F. and Houston, J. F. (2001) Fundamentals of Financial Management
9th ed. South-Western, Ohio
- Bringham and Ehrharat (2008) Financial Management-Theory and Practice; 12th ed.
South-Western, Ohio
- Brigham. E.F. (2006) Fundamentals of Financial Management, 9th ed The Dryden press,

South-Western, Ohio

- Brigham and Houston. (2001) Fundamentals of Financial Management, 7th Ed, South-Western 2001 South-Western, Ohio
- Brealey Myers (2000) Principles of Corporate Finance. 7th ed, McGraw-Hill New York
- Brealey, Myers and Allen. (2011) Principles of Corporate Finance. 10th ed McGraw-Hill New York
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- C. Paramasivan and T. Subramanian. Financial Management New Age International New Delhi
- Ehrhardt and Brigham (2011) Corporate Finance: A Focused Approach 4th ed South-Western, Ohio
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- Gitman, L.J. (2002), Principles of Managerial Finance, 10th ed Prentice Hall New York
- Khan and Jain (2000) Basic Financial Management Tata McGraw Hill New Delhi
- Pandey, I. M., Financial Management, 4th edition, Prentice-Hall of India, New Delhi.
- Ross, Westerfield and Jaffe. (2013). Corporate Finance. 10th ed McGraw-Hill New York
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- Van Horne, James C. and Wachowicz, John M. (1998), Fundamentals of Financial management, 10th ed, McGraw-Hill, Boston
- Watson and Head (2007). Corporate Finance Principles & Practice. 4th Prentice Hall New York

9. Course Title: Financial Markets and Institutions

Course Code: AcFn2112

Credit Hours: 2

Prerequisite: AcFn2101

Academic Year:

Course Coordinator:

Course Description

The course deals with the theories of financial markets and institutions. Financial sector regulation. Financial markets and institutions in Ethiopia, and more emphasis is given on money and capital markets.

Course Objectives

The students, after completing successfully this course, shall be able to

- Explain the features of financial assets, financial transactions, and role of the financial system in the economy;
- Identify the various Financial institutions: Deposit-taking as well as Non-depository institutions and their operations;
- Explain theories regarding interest rates and their relationships with security prices & inflation; and
- Explain the nature and importance of financial markets as well as regulations.
- Describe the nature of the financial system in Ethiopia, the past and current situation of the financial institutions and markets in Ethiopia.

Course Contents

| Chapter | Topic | Time Allotted |
|---------|---|---------------|
| 1 | AN OVERVIEW OF FINANCIAL SYSTEM. | 6hrs |
| | 1.1 The role of the financial system in the economy (the financial System and the Economy) 1.2 Types of markets 1.3 Types of Financial Markets 1.4 Purposes of Financial Markets 1.5 Financial markets (overview) 1.6 Financial institutions (overview) 1.7 Money and the payment system 1.8 Functions performed by the financial system and financial markets | |
| 2 | FINANCIAL ASSETS, FINANCIAL TRANSACTION AND FINANCIAL INTERMEDIATION | 8hrs |

| | | |
|----------|---|--------------|
| | 2.1 The creation of financial assets 2.2 Characteristics of financial assets 2.3 Kinds of financial assets 2.4 Types of financial transactions 2.5 Lending and Borrowing in the Financial System 2.6 Direct finance 2.7 Semi direct finance 2.8 Financial intermediation (indirect finance) | |
| 3 | FINANCIAL INSTITUTIONS IN THE FINANCIAL SYSTEM | 10hrs |
| | 3.1 Classification of Financial Institutions 3.1.1 Depository institutions: Common characteristics, Types of depository institutions, Commercial banks: Bank services, Bank funding, Regulation Non-bank thrift institutions: Savings and loan associations: 3.2.2 Non-Depository Institutions: Contractual Institutions Investment banking Public offering (underwriting) of securities, Trading of securities, Private placement of securities | |
| 4 | FINANCIAL MARKETS IN THE FINANCIAL SYSTEM | 8hrs |
| | 4.1.Organization and Structure of the Financial Markets 4.2.Primary markets 4.3.Secondary market 4.4.Money Markets Characteristics and Importance Money Market Instruments and Operations 4.5.Capital Markets Features of Capital Markets Debt Markets Equity Markets 4.6.Structure and Operations of Major Exchanges (NYSE, London SE, Tokyo SE, Mumbai SE) 4.7.Foreign exchange markets | |
| 5 | REGULATION OF FINANCIAL MARKETS AND INSTITUTIONS | 4hrs |
| | 5.1. The Nature of Financial System Regulation 5.2. The need for regulation 5.3. The Process of Regulation 5.4. Arguments Regarding Financial System Regulation | |

| | | |
|----------|--|-------------|
| | 5.5. Financial Market Failures (Crashes) in the Economy: What, How, and Why | |
| 6 | DEVELOPMENT OF BANKING AND THE FUNCTIONS OF COMMERCIAL BANKS | 6hrs |
| | 6.1 Definition and Basic concepts 6.2 Types of Banking 6.3 Banking in Ethiopia 6.1 Function of commercial Banks 6.2 Principles of commercial banks 6.3 The Balance sheet of commercial banks 6.4 Credit creation mechanism 6.5 The Role in Economic development | |
| 7 | OVER VIEW OF FINANCIAL MARKETS AND INSTITUTIONS IN ETHIOPIA | 6hrs |
| | 7.1. The Ethiopian financial system: Evaluation, structure and Distribution 7.2. Nature of the Existing Financial Institutions in Ethiopia 7.3. The Rules & Regulations Governing the Operations of Financial Institutions in Ethiopia <ul style="list-style-type: none"> - Entry conditions - Regulatory Standards - Banking Service in Ethiopia - Insurance Business in Ethiopia 7.4. Challenges and Prospects for Secondary Markets in Ethiopia (Research Articles) | |

Teaching & Learning Methods

- lectures
- group discussion
- question & Answers
- gold fish bowl
- debates & discussion
- industry visit
- term paper

Assessment Methods

| | | | |
|-----------------------------|--------------------|--------------------|---------------------------------|
| Formative Assessment | FAT 50% | SAT 50% | Grand Total 100% |
|-----------------------------|--------------------|--------------------|---------------------------------|

| | | | | | | | |
|--|--------------|---|--|--|--|--|--|
| FA 1 Quiz (at least two) 20 % | | FA 2 Individual or Practical group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | | |
| FA1 A | FA1 B | | | | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbook:

Fabozzi, Frank J, Franco Modigliani, Frank J. Jones. Financial Institutions and Markets.
3rd Edition, USA

References

- Fabozzi & Drake (2009)Capital Markets, Financial Management & Investment Management John Wiley & Sons Inc., New Jersey
- Frederic S. Mishkin(2004) The Economics of Money, Banking & Financial Markets 7th Ed Addison Wesley Boston
- Grinblatt and Timan. (2002)Financial Markets and Corporate Strategy 2 ed Tata McGraw Hill New Delhi
- Milgrom, P. and Roberts (1992), Economics Organizational and Management, Prentice Hall, New Jersey,
- Miller, R, Lieroy, and David D.D. Van house (1993), Modern Money and Banking, 3rd edition, McGraw Hill. Stilitz,
- Mishkin, F. and Eakins, G, (2006), Financial Markets and Instruments, 5th ed, Addison Wesley long man.
- Peter Howells & Kieth Bain, Financial Markets and Institutions, 3rd ed. Prentice Hall

- Gebrehiwot Ageba (1998) Micro Financial Institution in Ethiopia issues of portfolio risk, institution Arrangements and Governance, Ethiopia Journal of Economics, Value VII. No 2:25-43. Additional reading materials may be given in class as necessary.
- Stilitz, (1994) The Role of the State in Financial Markets, World Bank Economic Review, Proceeding Van Home, J.c. (1990), Financial Market Rates and Flows, 3rd edition, chapters 1 & 2.
- Proclamation 83/94 on Monetary and Banking System
- proclamation 84/94 on Banking Supervision
- proclamation 86/96 on Insurance Supervision

10. Course Title: Banking Practice and Procedures

Course Code: AcFn2113

Credit Hours: 2

Prerequisite: AcFn1031

Academic Year:

Course Coordinator:

Course Description

This course is designed to quaint students with the basic principle procedure and practice of banks. Throughout this course emphasis will be given to relationship between Banker and customer negotiable (credit) instruments Banking industry and formulation of bank loan policy specially opening and crossing of accounts and rule of negotiable instrument s are given detail discussion so as to equipment students with the necessary regulation of bank for such instrument and accounts.

Course Objectives

At the end of this course students will be able to;

- understand those different services provided by banks for their customers
- understand what basic will be performed by Central Bank

- know the responsibility of the bank personal which serves a bank in different position
- understand how to manage the asset & liability of the bank
- enhance the knowledge about the function of the bank to the society
- differentiate the balance sheet of the bank form other firms
- identify items should be included in a loan policy
- know the sequence of information flow within the bank
- identify the basic operational differences among Development, Investment and Commercial Banks
- what basic service be provided by Development and Investment Banks

Course Contents

| Chapter | Topic | Time Allotted |
|----------|--|---------------|
| 1 | AN OVER VIEW OF BANKS AND THEIR FUNCTION | 6 hrs |
| | 1.1. Introduction 1.2. Meaning of Banking 1.3. Types of Banking 1.4. Banking issues in 21 st century | |
| 2 | CENTRAL BANKING | 4 hrs |
| | 2.1 Introduction 2.2 Functions of Central Bank | |
| 3 | COMMERCIAL BANKING | 6 hrs |
| | 3.1 Introduction 3.2 Function of Commercial 3.3 Credit Creation 3.4 Balance Sheet of Banks | |
| 4 | BANK CUSTOMER RELATIONSHIP | 4 hrs |
| | 4.1 Introduction 4.2 General vs. Special Relationship | |
| 5 | BANK SERVICES | 6 hrs |
| | 5.1 Opening an Account 5.2 The Paying Banker 5.3 Collecting Banker 5.4 Loan and Advances 5.5 Letter of Credit | |
| 6 | DEVELOPMENT AND INVESTMENT BANKING | 6 hrs |
| | 6.1 Development Banking and Its functions 6.2 Investment Banking Meaning and Functions 6.3 Cooperative Banking and Its Functions | |

Teaching & Learning Methods

- Lecturing
- Group discussions
- Presentations
- Problem solving and analysis.
- Industry visit

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|--|-------------------------------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | |
| FA1 A | FA1 B | | | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book:

- Casu, Girardone and Molyneux. (2006) Introduction to Banking Pearson Education Ltd.

Reference

- Barger, H. (1994). Money and Public Policy. Columbia University, Chicago. Rand McNally and Co.
- K.C. (1974). Banking Theory and Practice, New Delhi. Vikas Publishing House
- Marsh J.R. and Wild D.G (1988). Practice of Banking. 2nd ed. Pitman Publishing.
- Reed W.Edward and Cotter V.Richard. (1980) Commercial Banking. New Jersey: Prentice Hall,.
- T.N.Hajela. Money, (1998) Banking and International Trade. 7th ed Konark Publisher
- National Bank Directives, www.nbe.gov.et

11. **Course Title: Investment Analysis and Portfolio Management**

Course Code: AcFn 3082

Credit Hours: 2

Prerequisite: AcFn2081

Academic Year:

Instructor Name:

Course Coordinator:

Course Description

This course provides an overview of the field of investment .it explains basic concepts and methods useful in investment. The course also tries to imitate the valuation of bond and stocks. It also covers fundamental and technical analysis as well as portfolio construction and portfolio managements.

Course Objectives

The course will enable students to

- understand different investment avenues
- aware of the risk return of different investment alternatives and
- estimate the value of securities so as to make valuable investment decisions.

Course Contents

| Chapter | Topic | Time Allotted |
|----------------|--|----------------------|
| 1 | INTRODUCTION TO INVESTMENT | 4 hrs |
| | 1.1. What is investment 1.2. Investment alternatives 1.3. Investment companies 1.4. Security market | |
| 2 | RISK AND RETURN | 4 hrs |
| | 2.1 Return 2.2 Risk 2.3 Measuring historical risk 2.4 Measuring historical return | |

| | | |
|----------|---|--------------|
| | 2.5 Measuring expected risk and return | |
| 3 | FIXED INCOME SECURITIES | 6 hrs |
| | 3.1 Bond characteristic 3.2 Bond price 3.3 Bond yield 3.4 Risks in bond 3.5 Rating of bonds 3.6 Analysis of convertible bonds | |
| 4 | STOCK AND EQUITY VALUATION | 6hrs |
| | 4.1 Stock characteristic 4.2 Balance sheet valuation 4.3 Dividend discount model 4.4 Free cash flow model 4.5 Earning multiplier approach | |
| 5 | SECURITY ANALYSIS | 4hrs |
| | 5.1 Macro-economic analysis 5.2 Industry analysis 5.3 Company analysis 5.4 Technical analysis | |
| 6 | PORTFOLIO THEORY | 4hrs |
| | 6.1 Diversification and portfolio risk 6.2 Portfolio risk and return 6.3 Capital allocation between risky and risk free assets 6.4 Optimum risky portfolio | |
| 7 | PORTFOLIO MANAGEMENT | 4hrs |
| | 7.1 Portfolio performance evaluation 7.2 The process of portfolio management 7.3 Risk management and hedging 7.4 Active portfolio management 7.5 International portfolio management | |

Teaching & Learning Methods

- Lecture
- Question and answer
- group discussion
- problem solving
- case study

Assessment Methods

| | | | |
|-----------------------------|--------------------|--------------------|------------------------|
| Formative Assessment | FAT 50% | SAT 50% | Grand Total |
|-----------------------------|--------------------|--------------------|------------------------|

| | | | | | | |
|--|--------------|---|--|--|--|-------------|
| | | | | | | 100% |
| FA 1 Quiz (at least two) 20 % | | FA 2 Individual Practical or group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | |
| FA1 A | FA1 B | | | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book

- Chandra, P. Investments Analysis Portfolio Management. 3rd

Reference

- Avadhani,V.A Security Analysis and Portfolio Management. 9th
- Bodie, Kane & Marcus. Investments. 4th
- Elton, E.J.& Guruber,M.J.. Modern Portfolio Theory and Investment Analysis. 5th

12. Course Title: Risk Management and Insurance

Course Code: AcFn2111

Credit Hours: 3

Pre-requisite: AcFn1032

Academic year:

Course coordinator:

Course Description

Risk affects every aspect of an organization. The effects of risk are not confined within any predictable boundaries; a single event can easily influence several areas of an organization at once, producing consequences far beyond the immediate impact. The pervasiveness and complexity of risk presents strong challenges to managers, one of the most important being the

coordination of risk management across areas.

Within the organization. It deals with: the nature and management of pure risks, insurance and reinsurance; risk concepts, classification of risks, management of pure risks through various risk handling tools, industrial safety, general principles of insurance and major classes of insurance, reinsurance and development & regulation of the insurance industry in Ethiopia.

Course Objectives

After the completion of this course, students will be able to:

- differentiate basic concepts of risk explain the basic classification of risk
- understand insurance industry in Ethiopia
- explain the nature and application of reinsurance
- identify and measure business loss exposures.
- discusses how to select among the major tools of risk management and equip students with ways of measuring, if not eliminating, exposures to loss or risk and the ability to analyze various class of insurance contracts

Course Contents

| Chapter | Topic | Time Allotted |
|----------|--|---------------|
| 1 | ONE –RISK AND RELATED TOPICS | 3 hrs |
| | 1.1. Risk defined 1.2. Risk Vs uncertainty 1.3. Risk and probability 1.4. Risk, peril and hazard 1.5. Classification of risk | |
| 2 | THE RISK MANAGEMET PROCESS | 6 hrs |
| | 2.1. Risk management defined 2.2. Objectives of risk management 2.3. Steps in risk management process | |
| 3 | I NSURANCE | 6 hrs |
| | 3.1. Insurance Defined 3.2. Basic characteristics of insurance 3.3. Fundamentals of insurable risk 3.4. Insurance and gambling compared 3.5. Insurance and Speculation compared. 3.6. Benefits and costs of insurance | |
| 4 | LEGAL PRINCIPLE OF INSURACE CONTRACT | 6 hrs |
| | 4.1. Principle of indemnity 4.2. Principle of insurable interest 4.3. Principle of subrogation 4.4. Principle of utmost good faith 4.5. Principle of contribution | |

| | | |
|----------|---|----------------|
| | 4.6. Doctrine of proximate cause | |
| 5 | LIFE AND HEALTH INSURANCE | 10 hrs |
| | 5.1 Underwriting life insurance 5.2 Types of life insurance policies 5.3 Premium determination 5.4 Worker's compensation insurance 5.5 Personal accident insurance | |
| 6 | NON -LIFE INSURANCE | 10 hrs |
| | 6.1. Motor insurance 6.2. Burglary and housekeeping insurance 6.3. Fire and lighting insurance 6.4. Marine insurance 6.5. Aviation insurance 6.6. Liability insurance 6.7. Pecuniary insurance 6.8. Fidelity guarantee insurance 6.1.9. Engineering insurance | |
| 7 | RE-INSURANCE | 3 hrs |
| | 7.1. Meaning of Re-insurance 7.2. Reason for Re-insurance 7.3. Types of Re-insurance | |
| 8 | THE INSURANCE BUSINESS IN ETHIOPIA | 4 hours |
| | 8.1. Development of insurance in Ethiopia 8.2. Regulation of insurance companies. | |

Teaching and Learning Methods

- Lecture
- Presentations
- Jigsaw groups
- Group discussions
- industry visit

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|---|---|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group 10 % | FA 4 class participation 10 % | | | |

| | | | | | | | |
|--------------|--------------|--|--|--|--|--|--|
| FA1 A | FA1 B | | | | | | |
|--------------|--------------|--|--|--|--|--|--|

Key

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbook

- Teklegiorgis Assefa (2004), Risk Management and Insurance, Mega Printing PLC, Mekelle University.

References

- C.Arthur Williams Jr. and Richard M. Heins. (1981) Risk Management and Insurance , 4th ed,Mc-Graw-Hill
- George E. Rejda, (1998) Principles of Risk Management and Insurance, 6th ed.,Addison-wesley.
- Hailu Zeleke, Insurance in Ethiopia, AAU.2007
- Hailu Zeleke, Risk and Insurance note, lecturer, AAU.2007
- Joel Bessis, Risk management in Banking, 2nd, 1998, Wiley.

13. Course Title: Research Methods in Accounting and Finance

Course Code: AcFn2131

Credit Hours: 3

Pre-requisite:AcFn1032

Academic year:

Instructor's Name:

Course Coordinator:

Course Description

This course is designed to develop the students' ability in scientific analysis and to provide opportunity for application of concepts and tools in dealing with problems in accounting and finance. It also gives students a preliminary knowledge with the art of using different research methods, techniques in solving research problems. Specifically, it covers scientific inquiry; experimentation; survey; fact finding, design of questionnaire and interpretation of data; and formulation of research project by students.

Course Objectives

At the end of this course students will be able to:

- differentiate the different types of research;
- identify and define research problem;
- design appropriate research design;
- apply the appropriate sampling design;
- types of data and instrument of data gathering methods;
- analyze and interpret data.
- prepare standard research project.

Course Contents

| Chapter | Topic | TimeAllotted |
|----------|---|--------------|
| 1 | INTRODUCTION: CONCEPT OF SCIENTEFIC RESEARCH | 6 hrs |
| | 1.1. Meanings of Research 1.2. What is research? 1.3. Purpose of studying research methods 1.4. Types of research 1.5. The systematic process of research 1.6. Motivation of doing Research 1.7. Characteristic of a good research | |
| 2 | DEFINING RESEARCH PROBLEM AND HYPOTHESIS FORMULATION | 5 hrs |
| | 2.1 What is Research Problem? 2.2 Techniques and Approaches to Problem Definition 2.3 Problem Formulation, Research Question and Hypothesis | |
| 3 | RESEARCH PROPOSAL | 6 hrs |
| | 3.1 What is a Research Proposal? 3.2 The purpose of Research proposals 3.3 Structuring a research proposal/ General Format of Research Proposal 3.3.1 Background of the study 3.3.2 Statement of the problem 3.3.3 Research objectives 3.3.4 Research hypothesis 3.3.5 Significance of the research 3.3.6 Literature review 3.3.7 Research methodology 3.3.8 Work plan and budget/logistics | |

| | | |
|----------|--|--------------|
| | 3.3.9 Other sections of the proposal (Cover page, Abstract, References) 3.4 Proposal writing (Assignment) | |
| 4 | RESEARCH DESIGN (PLANNING OF RESEARCH PROJECT) | 6 hrs |
| | 4.1. Meaning of Research Design 4.2. Important Concepts Concerning Research Design 4.3. Features of Research Design 4.4. Forms of Research Design | |
| 5 | SOURCES AND METHODS OF DATA COLLECTION | 8hrs |
| | 5.1 Types and sources of data 5.2 Collection of primary data Observation method Interview method Data collection through questionnaire Other methods of data collection 5.3 Collection of secondary data 5.4 Selection of appropriate method for data collection Secondary Data Source Data collection Method | |
| 6 | SAMPLE DESIGN AND PROCEDURE | 4 hrs |
| | 6.1 Some Fundamental Definitions 4.6 Sampling Procedure 4.7 Census and sample survey 4.8 The need for sampling 4.9 Steps in sampling design 4.10 Criteria for selecting a sampling procedures 4.11 Types of sample designs 4.12 Probability sampling techniques 4.13 Non probability sampling techniques 6.10 Central limit Theorem and Sampling Theory | |
| 7 | DATA ANALYSIS (AN OVERVIEW) | 5 hrs |
| | 7.1 Data Processing 7.2 Data Analysis 7.3 Descriptive Analysis 7.4 Inferential Analysis 7.5 Data analysis Software Correlation analysis 7.6 Regression (causal) analysis 7.7 Hypothesis testing 7.8 Analysis of Variance (ANOVA) | |

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|----------|---|--------------|
| | 7.9 Chi-square test 7.10 Other methods 7.11 Proper Interpretation 7.12 Meaning & Techniques of Interpretation | |
| 8 | INTERPRETATION & REPORTING THE RESEARCH RESULT | 6 hrs |
| | 8.1 Proper Interpretation 8.2 Meaning & Techniques of Interpretation 8.3 Organization & Types of Reports 8.4 Purpose of writing research report 8.5 Different steps in writing research report 8.6 Layout of the research report 8.7 Mechanics of writing a research report 8.9 Presenting results | |

Teaching and Learning Methods

- Lecture
- Group discussions
- Presentations
- Term paper
- book review

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|--|--------------|---|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Individual or Practical group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | | FA 4 class participation 10 % | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbook

- William G. Zikmund (1998). Business Research Methods, Fifth ed., Oklahoma State

University, The Dryden Press, USA.

References

- Babbie (1973). Survey Research Method. Wadsworth Publishing Company, Inc, USA.
- C.R. Kothari. (1990). Research Methodology, Methods & Techniques. Wishwa Prakashan, Wiley Eastern Limited, New Delhi.
- Green E. Paul, D. S. Tull & Gerald Albaum (1998). Research for Marketing Decisions. Prentice - Hall of India, Private Limited, New Delhi.
- Hussey J & Hussey R (1997). Business Research: A Practical Guide for Undergraduate and Postgraduate Students. Macmillan Press LTD, Great Britain.
- Kenneth R. Hoover (1988). The Elements of Social Science Thinking (Fourth Edition). St. Martin's Press, New-York, USA
- Lawrence F. Locke, Waneen Wyrick Spirduso & Stephen J. Silverman (1993). Proposal that Work: A guide for Planning Dissertation and Grant, Sage Publications, Inc.
- Newbury Park, California DR. Vatsyayan (1989). Methods & techniques of Social Survey and Research (in questions & answers). Kedar Nath Ram Nath, New Delhi.
- Joseph Gibaldi (1995). MLA Handbook for Writers of Research Papers, 4th edition. The Modern Language Association of America, USA.
- Robert K. Yin (1994). Case study Research, Designs and methods 2nd ed, Sage Production Editor, USA.

14. Course Title: Advanced Financial Accounting

Course Code: AcFn3151

Credit Hours: 4

Prerequisite: AcFn2082

Academic Year:

Instructor Name

Course Coordinator:

Course Description

Advanced Accounting gives due attention to the modern advanced financial accounting issues such as accounting methods and principles for joint venture businesses, accounting principles and methods for agencies and branches, accounting principles and methods for installment contract sales, accounting and reporting issues related business combination and foreign transactions. Moreover, in this course, some accounting issues for public enterprises in Ethiopia and accounting for privatization of public enterprises (Emphasizing Ethiopian context) and IFRS fair value measurement techniques are discussed.

Course Objectives

After successfully completing this course, students will be able to:

- deal with accounting for joint ventures in general and accounting for Public Enterprises(focusing on public enterprises in Ethiopia)
- record, analyze and report financial information of enterprises with sales agencies and branches

- account for business combinations and the preparation of consolidated financial statements
- differentiate installment and consignment sales from ordinary sales and explain how revenues are recognized from such sales
- account for foreign currency transactions and translations and reporting the operating results of foreign subsidiaries
- account for segment reporting and interim reporting
- describe and explain IFRS 13's provisions, regarding the Conceptual Framework and the process of fair value measurement.

Course Contents

| Chapter | Topic | <i>Time Allotted</i> |
|----------|--|----------------------|
| 1 | Accounting for Joint Ventures | 6hrs |
| | 1.1 Nature of Joint Venture Business 1.2 Methods of accounting for joint venture 1.3 Reconciliation adjusting entries 1.4 Disclosure requirements | |
| 2 | Accounting for Public Enterprises in Ethiopia | 6hrs |
| | 2.1 Characteristics and Types of Public Enterprises 2.2 Overview of Proc. No. 25/1992 and other related provisions Agency problem 2.3 Accounting for the Formation 2.4 Accounting for the Operation, Dissolution and Liquidation 2.5 Privatization of Public Enterprises | |
| 3 | Accounting for Installment and Consignment Sales | 6hrs |
| | 3.1 Consignment sale 3.2 Installment sales 3.3 Disclosure requirements | |
| 4 | Agency and Principal: Head Office and Branch | 8hrs |
| | 4.1 Characteristics and principles 4.2 Distinguishing agency and branch 4.3 Accounting for sales agency 4.4 Accounting for branch 4.5 Reciprocal Accounts and their reconciliation 4.6 Transaction between branches 4.7 Billings of merchandise to branch 4.8 Combined financial statements-Consolidation | |

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|----------|--|-------------|
| | 4.9 Accounting for foreign branches and foreign currency translations | |
| 5 | Business Combinations (Mergers and Acquisitions) | 8hrs |
| | 5.1 Introduction 5.2 Reason for Business combinations 5.3 Methods of Arranging business combinations Accounting 5.4 Methods of accounting for Business Combinations 5.5 The consolidation process 5.6 Procedures for consolidating financial information | |
| 6 | Consolidations | 8hrs |
| | 6.1 Introduction 6.2 Consolidated Financial Statement :Wholly owned subsidiary 6.3 Consolidated Financial Statement : Partially Owned subsidiary 6.4 Consolidated Financial Statement : Subsequent to data of acquisition: 6.4.1 Wholly Owned Subsidiary 6.4.2 Partially Owned Subsidiary | |
| 7 | Foreign Currency Accounting | 8hrs |
| | 7.1 Introduction 7.1.1 Definition of terms 7.1.2 Types of currency-related exposures 7.2 Accounting for Foreign Currency Transaction 7.2.1 Foreign Currency Transaction meaning 7.2.2 Accounting principles and methods for foreign currency transactions 7.3 Foreign Currency Translations 7.3.1 Rationale for Foreign Currency Translatio 7.3.2 Methods and Procedures of Foreign Currency Translation | |
| 8 | Segment Reporting and Interim Reporting | 8hrs |
| | 8.1 Meaning & Computation of Segment Revenue & Operating Profit /Loss 8.2 Information to be disclosed by operating segment 8.3 Interim Reporting Provisions 8.4 Disclosure in Interim Financial Data | |
| 9 | Fair Value Measurements | 6hrs |
| | 9.1 Definition 9.2 The Concept of Fair Value. 9.3 Process of fair value measurement. 9.4 Valuation techniques. 9.4.1 Market Valuation Method | |

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|--|----------------|--|--|
| | 9.4.2 9.4.3 | Income Valuation Method Adjusted Net Assets Valuation Method | |
|--|----------------|--|--|

Teaching & Learning Methods

- Lectures
- Group Discussion
- Question & Answers
- Presentations

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | FA 4 class participation 10 % | | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book

- Hoyle, Schaefer & Douppnik(2011) Advanced Accounting 10th ed McGraw Hill New York

Reference

- Beams, Floyd A. and etal (2012)Advanced Accounting 11th Ed Prentice Hall New Jersey
- Choi and Meek. (2011) International Accounting. 7th ed Prentice Hall Boston
- E.John Larsen: (2000). Modern Advanced Accounting; 8th edition.
- Fischer, Taylor,& Cheng (2005) Advanced Accounting 9th Ed. Cengage Learning Ohio

- Hennie Van Greuning (2009) International Financial Reporting: A Practical Guide 5th ed
World Bank Publication, Washington, DC
- Hennie Van Greuning (2006) International Financial Reporting: A Practical Guide 4th ed
World Bank Publication, Washington, DC
- Jeter and Chaney. (2012) Advanced Accounting. 5th ed. John Wiley & Sons, Inc. New Jersey
- Paul Pacter (2015) -IFRS as Global Standards: a Pocket Guide.IFRS Foundation
- Roberts, Weetman and Gordon. (2005)International Financial Reporting-A Comparative Approach 3rd ed Prentice Hall London
- Simons,Herry, Advanced Accounting: 4th edition.
- Deloitte. (2015) IFRS in Your Pocket- English version
- Deloitte. (2015) IFRS in Your Pocket- English version
- Access to the ISAB standards at www.iasb.org
International Accounting Standards IFRS 3, IFRS 8, IFRS 10, IFRS 11, IFRS 12, IFRS 13, IAS 21, IAS 24, IAS 28,issued by IASB.
- Useful websites dealing with IFRS for SMEs
 - ☞ International Accounting Standards Board
<http://www.iasb.org/IFRS+for+SMEs/IFRS+for+SMEs.htm>
 - ☞ Deloitte
<http://www.iasplus.com/standard/ifrsforsmes.htm>
 - ☞ PWC
http://www.pwc.com.ar/en_GX/gx/ifrs-reporting/pdf/IFRSSME09.pdf
- Free website providing information about IFRS:
 - ☞ International Financial Reporting Standards (IFRS)
IASC Foundation Education Available through www.iasb.org
 - ☞ www.openknowledge.worldbank.org
 - ☞ Deloittee IFRS website
www.iasplus.com/en
 - ☞ Ernst & Young IFRS website
www.ey.com/ifrs
 - ☞ KPMG IFRS website

www.kpmgifrsinstitute.com

☞ PWC IFRS reporting website

www.pwcglobal.com/ifrs

15. Course Title: Auditing Principles and Practices I

Course Code: AcFn3161

Credit Hours: 3

Prerequisite: AcFn2082

Academic Year:

Instructor Name

Course Coordinator

Course Description

This course explores the basic theories, principles and practices of Auditing in an effort to attest the validity of financial reports. The course deals with an overview of auditing professional ethics and the responsibility of auditors, audit reports, internal control and audit planning, audit documents and audit sampling.

Course Objectives

At the end of this course students will be able to:

- describe basic auditing concepts;
- explain the nature and types of audits;
- distinguish between different types of audits;
- apply the basic auditing theory and follow auditing standards in practicing their work;
- identify the duties, powers and liabilities of auditors with particular reference to the Ethiopian practice;
- prepare audit reports;
- identify audit objectives and procedures;
- plan audit work and perform analytical procedures.

Course Contents

| Chapter | Topic | Time Allotted |
|---------|-------|---------------|
|---------|-------|---------------|

| | | |
|----------|---|--------------|
| 1 | An overview of Auditing | 6hrs |
| | 1.1. Nature of auditing 1.2. Distinction between Accounting and Auditing 1.3. Types of Audits and Auditors 1.4. Standards on Auditing | |
| 2 | Professional Ethics and Legal Responsibility of Auditors | 6hrs |
| | 2.1 Professional Ethics – definition and need for Ethics 2.2. Ethical Principles for auditors 2.3 Responsibility and Legal Liability of auditors 2.5 Auditor's liability – reference from commercial code of Ethiopia | |
| 3 | Audit planning and Analytical review Procedures | 10hrs |
| | 3.1 Planning an Audit 3.2 Obtaining Background Information 3.3 Planning the Engagement 3.3 Risk and Materiality concept 3.4 Analytical procedures | |
| 4 | The Study Evaluation and Testing of Internal Control | 8hrs |
| | 4.1 The concept of basic Internal Control 4.2 Elements of internal control 4.3 Evaluation of Internal Control 4.4 Compliance and Substantive Tests | |
| 5 | Audit Evidence and Working Paper | 8hrs |
| | 5.1 Types of Audit Evidence and evidence gathering techniques 5.2 Types of Working Papers | |
| 6 | Auditing and Auditors in Ethiopia | 10hrs |
| | 6.1. Auditing and Auditors' Function, responsibilities and Qualifications 6.2. Role of Auditor general 6.3. Role of Audit Services Corporation 6.4. Private Public Accounting Firms in Ethiopia 6.5. Proclamations related to Auditing and Auditors in Ethiopia | |

Teaching & Learning Methods

- Lectures
- Group Discussion
- Question & Answers
- interviews
- Presentations
- Guest lecturing
- Problem based learning

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|---|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Individual or Practical group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | | FA 4 class participation 10 % | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book

- Arens, Elder, & Beasley (2012) Auditing and Assurance Services An Integrated Approach 14th Ed Prentice Hall New York

Reference

- Gupta and Arora (1996). Fundamentals of Auditing. Tata McGraw Hill New Delhi
- Hayes and etal (2005) Principles of Auditing An Introduction to International Standards on Auditing 2nd Ed Prentice Hall London
- Hayes and Schindler (1999). Principles of Auditing-An International Perspectives. McGraw Hill London
- Howard F, Sterttren. Auditing Principles, A System Base Approach, 5th ed,
- Kell and Ziegler (1980). Modern Auditing 2nd ed John Wiley and Sons New York
- Whittington and Pany (2001). Principles of Auditing 13th ed McGraw Hill New York
- ACCA, Paper 6

16. Course Title: Auditing Principles and Practices II
Course Code: AcFn3162

Credit Hours: 3

Prerequisite: AcFn3161

Academic Year

Instructor Name

Course coordinators

Course Description

The course is the continuation of Auditing Principles and Practices I, and to that end covers the topics dealt with in that course as well as introducing new concepts, EDP audits, tests of control, substantive tests, auditing the accounting information system, and computing the audit. The course also covers the very recent auditing issues, such as: assurance engagements, compliance audit, and audit of governmental and NGOs.

Course Objectives

After completing the courses, students will be able to:

- discuss the use of computer programs for auditing;
- describe how samples are selected and determined to assess the audit risk;
- apply the concept of auditing in different transaction cycles;
- evaluate findings, investigate inconsistencies, modify the work program as necessary, review subsequent events, and prepare appropriate reports, including recommendations to enhance business performance;
- apply the auditing concepts for assurance and other engagement;
- identify the professional responsibilities of the government auditor and internal auditor;
- discuss and apply the auditing requirements for governmental and not-for-profit organization.

Course Contents

| Chapter | Topic | Time Allotted |
|----------------|---|----------------------|
| 1 | AUDIT PROCESS | 6hrs |
| | 1.1. Audit strategy 1.2. Planning 1.3. Evidence Documentation Related party Management Responsibility Using work of other 1.4. Evaluation & review Opening Balance & comparatives | |

| | | |
|----------|---|--------------|
| | Other information Subsequent event Going concerns 1.5. Completing Evaluating finding Forming an opinion | |
| 2 | CHAPTER 2: FINANCIAL STATEMENT AUDIT | 8hrs |
| | 2.1. Audit of current asset Audit of cash Audit of receivables Audit of Inventories & cost of goods sold 2.2. Audit of non – current asset Audit of plant asset & depreciation Audit of intangible assets 2.3. Audit of liabilities Audit of A/P and purchase Audit of other liabilities 2.4. Audit of capital (owners' equity Statement) | |
| 3 | Audit Sampling in Substantive Tests | 8hrs |
| | 3.1 Substantive testing: A variables sampling plan 3.2 Difference estimation and ratio estimation 3.3 Drawing the sample and evaluating sample results 3.4 Probability-proportional-to-size sampling 3.5 Non-statistical sampling in substantive tests | |
| 4 | The Audit of Accounting Information Systems | 10hrs |
| | 4.1 Sales cycles 4.2 Purchase cycle 4.3 Payroll cycle 4.4 General ledger and reporting cycle 4.5 Production cycle | |
| 5 | Completing an Audit | 7hrs |
| | 5.1 Auditing an accounting estimates 5.2 Auditing related party transactions 5.3 Audit of beginning balances of accounts 5.4 Subsequent events review 5.5 Management representation letter 5.6 Obtain the specialists advice | |
| 6 | Assurance Engagements and Other Services | 5hrs |
| | 6.1 Types of assurance engagements 6.2 Assurance reports 6.3 Compilations and reviews of financial statements 6.4 Interim financial statements 6.5 Reports expressing an opinion on internal control | |

| | | |
|----------|--|-------------|
| | 6.6 Agreed-upon procedures 6.7 Reports on compliance with contractual agreements or regulatory requirements | |
| 7 | Compliance Auditing and Internal Auditing | 4hrs |
| | 7.1 Compliance auditing 7.2 Government Auditing Standards 7.3 Internal Auditing 7.4 Independence of internal auditing 7.5 Operational auditing 7.6 Relating internal and independent auditing | |

Teaching & Learning Methods

- Lectures
- Interviews
- Group Discussion
- Question & Answers
- Presentations
- Guest lecturing
- Problem based learning

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|---|-------------------------------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the 10 % group work | FA 4 class participation 10 % | | |
| FA1 A | FA1 B | | | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book

- Arens, Elder, & Beasley (2012) Auditing and Assurance Services An Integrated Approach 14th Ed Prentice Hall New York

Reference

- Gupta and Arora (1996). Fundamentals of Auditing. Tata Mc Graw Hill New Delhi
- Hayes and etal (2005) Principles of Auditing An Introduction to International Standards on Auditing 2nd Ed Prentice Hall London

- Hayes and Schindler (1999). Principles of Auditing-An International Perspectives. McGraw Hill London
- Howard F, Sterttren. Auditing Principles, A System Base Approach, 5th ed,
- Kell and Ziegler (1980). Modern Auditing 2nd ed John Wiley and Sons New York
- Whittington and Pany (2001). Principles of Auditing 13th ed McGraw Hill New York
- ACCA, Paper 6

17. Course Title: Public Finance and Taxation

Course Code: AcFn3171

Credit Hours: 3

Prerequisite: AcFn2082

Academic Year:

Instructor Name

Course Coordinator:

Course Description

This course focuses on the taxing and spending activities of a government and their influence on the allocation of resources and distribution of income in general and with special reference to Ethiopia as per the new economic policy. Moreover, the course will provide a reliable foundation the core areas of public finance and Ethiopian tax system. The topics covered generally include: Overview of public finance, tools of public finance mainly taxation and debt, analysis of the fiancé system of the federal Democratic Republic of Ethiopia with emphasis on the taxation system.

Course Objectives

After completion of this course, students will be able to

- explain public finance and taxation
- describe the principles of taxation
- identify the different types of taxes

- compute direct and indirect taxes as per the national (Ethiopia) tax law.
- apply tax planning methods
- appreciate tax administration.

Course Contents

| Chapter | Topic | Time allotted |
|--|---|---------------|
| PUBLIC FINANCE & THEORY OF TAXATION | | |
| 1 | Basics of Public Finance | 4hrs |
| | 1.1 Introductions 1.1. Meaning of public finance 1.2. Scopes of public finance Public Revenue Public Expenditure Public Debt Economic Stability and growth Financial Administration and Control 1.3. Public Finance Vs Private finance 1.4. Economic and Social Significance of Public Finance 1.5. Public Finance and Least Developing Countries | |
| 2 | Ethiopian Public Finance | 4hrs |
| | 2.1 Federal, Regional, and Local Finances 2.2 Central Government Budget 2.3 Objectives and Classification of Public Expenditures in Ethiopia - Capital Expenditure and - Recurrent Expenditure 2.4 Sources and Classification of Public revenues: - Tax Revenues and - Non Tax Revenues 2.5 Public Debt in Ethiopia 2.6 Ethiopian Fiscal Policy 2.7 Deficit Financing in Ethiopia | |
| 3 | Introduction to Taxation | 4hrs |
| | 3.1 Nature of Taxation 3.2 Meaning and Characteristics of Tax 3.3 Objectives of Taxation 3.4 Classification of Taxes 3.5 Principles/ Canons of Taxation 3.6 Tax Structure and Tax Rates 3.7 Concepts of Tax Avoidance and Tax Evasion | |

| ETHIOPIAN TAX ACCOUNTING | | |
|---------------------------------|--|---------------|
| 4 | Accounting for Direct Taxes | 20 hrs |
| | 4.1 Employment Income Tax <ul style="list-style-type: none"> 4.1.1 Introduction 4.1.2 Components of Employment Tax 4.1.3 Taxable Income Vs Nontaxable Income 4.1.4 Determining Employment Taxable Income 4.1.5 Computation of Employment income Tax 4.1.6 Foreign Tax Credit 4.1.1 Accounting and Reporting of Employment Income tax 4.2 Rental income Tax <ul style="list-style-type: none"> 4.2.1 Rental Income Defined 4.2.2 Rental Income Tax Rates 4.2.3 Categories of Taxpayers 4.2.4 Taxable Rental Income Defined 4.2.5 Computations and Accounting for Rental Income Tax 4.3 Business Income Tax <ul style="list-style-type: none"> 4.3.1 Business Income Defined 4.3.2 Business Income Tax Rates 4.3.3 Categories of Taxpayers 4.3.4 Taxable Business Income Defined 4.3.5 Determining Business Taxable Income <ul style="list-style-type: none"> - Allowable Deduction - Non Allowable Deductions - Operating Losses Carried Forward - Foreign Tax Credit 4.3.6 Computations and Accounting for Business Income Tax 4.4 Other Income Tax <ul style="list-style-type: none"> 4.4.1 Tax on Income from Royalties 4.4.2 Tax on Income from Rendering of Technical Services 4.4.3 Tax on Income from Games of Chance 4.4.4 Tax on Income from Dividends 4.4.5 Tax on Income from Rental of Property 4.4.6 Tax on Interest Income on Deposits 4.4.7 Tax on Gain on Transfer of Certain Investment Property | |
| 5 | Accounting for Indirect Taxes | 16 hrs |
| | 5.1 Turnover Tax 5.2 Excise Tax 5.3 Value Added Tax 5.4 Stamp Duty 5.5 Customs Duty | |

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Teaching & Learning Methods

- Lectures
- Group Discussion
- Question & Answers
- Presentations
- Guest lecturing
- Problem based learning

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|--|-------------------------------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | |
| FA1 A | FA1 B | | | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book

- Misrak Tesfaye. (2011) Ethiopian Tax Accounting: Principles and Practice. Revised Edition Addis Ababa

References

- Gebrie Worku. (2008) Tax Accounting : In Ethiopian Context .2nd ed Addis Ababa
- Gebre Worku. (2006) Tax Accounting : In Ethiopian Context .1st ed Addis Ababa
- Gupta A. (2001.) Public Finance and Tax Planning. 1st ed. Anmol Publication New Delhi
- H.L. Bhatia. (2003) Public Finance. 24th Revised edition. Vikas Publishing. New Delhi
- Misrak Tesfaye. (2008) Ethiopian Tax Accounting: Theory and Practice. Addis Ababa
- Proclamations-Excise Tax Proclamation No. 307/2002; Income Tax Proclamation No. 286/2002; Turn over Tax proclamation No.308/2000 ; Value Added Tax Proclamation No. 285/2002 and Related Council of Ministers Regulations, and Directives.

18. Course Title: Project Analysis and Evaluation

Course Code: AcFn3202

Credit Hours: 3

Prerequisite: AcFn2081

Academic Year:

Instructor Name

Course Coordinator

Course Description

Research has shown that a great many projects face problems throughout their lifetime. Among other things, such projects are not completed on time or on budget. Some of the primary reasons are project management. Project Analysis and Evaluation deals with techniques and procedures that help concerned parties to ensure that projects are carefully planned and appraised before implementation this in turn helps to ensure that projects are successfully completed. The techniques and procedures collectively called project life cycle consist of such step as identifying projects, evaluating their feasibilities in terms of such factors as financial, technical and social and implementing them.

Project Analysis and Evaluation is a senior course offered to degree students majoring in business studies. Major topics covered in this course include definition and types of projects: project live cycle; project identification; feasibility study; project financing; ad project implementation and monitoring.

Course Objectives

After completing this course, the student will be able to:

- identify project ideas an make preliminary studies;
- prepare project proposals;
- determine feasibility of a project in terms of various financial, technical, social and other factors prior to implementation;

- evaluate financial feasibility of projects;
- select implement projects;
- apply project management techniques.

Course Contents

| Chapter | Topic | Time allotted |
|----------|---|---------------|
| 1 | Introduction | 4hrs |
| | 1.1.Project-Definitions & Descriptions 1.2.Projects and Plans 1.3.Project life cycle-Models | |
| 2 | Project Identification and Formation | 8hrs |
| | 2.1.Sources of project ideas 2.2.Project ideas and opportunity studies | |
| 3 | Project Evaluation and Analysis | 16hrs |
| | 3.1.Meaning of Feasibility study and its components 3.2.Market analysis 3.3.Technical analysis 3.4.Financial analysis 3.5.Economic analysis 3.6.Social analysis 3.7.Environmental analysis 3.8.Human resource and organization | |
| 4 | Project Selection | 7hrs |
| | 4.1.Basic techniques 4.2.Risk analysis | |
| 5 | Project Financing | 7hrs |
| | 5.1.Cost of capital 5.2.Sources of Fund | |
| 6 | Project Management | 6hrs |
| | 6.1.Introduction 6.2.Project planning and scheduling 6.3.Project evaluation, analysis and selection 6.4.Project implementation and control | |

Teaching & Learning Methods

- Lectures
- Presentations
- Group Discussion
- Term Paper /Project work
- Question & Answers
- Debates & Discussion

Assessment Methods

| | | | |
|-----------------------------|--------------------|--------------------|------------------------|
| Formative Assessment | FAT 50% | SAT 50% | Grand Total |
|-----------------------------|--------------------|--------------------|------------------------|

| | | | | | | |
|--|--------------|---|--|--|--|-------------|
| | | | | | | 100% |
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | |
| FA1 A | FA1 B | | | | | |

Key:

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- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book

- Chandra, Prasanna, (2002) Projects: Planning, Analysis, Financing. Implementation and Review, 7h Ed.,. Tata McGraw-hill Companies, Inc., New Delhi, India,

Reference

- Kerzner, Harold, project Management: A Systems Approach to Planning, Scheduling and Controlling, 5th Ed., Van Nostrand Reinhold, An International Thomson Publishing Company, New York, USA.
- Hansen(1978) UNIDO, A Guide to Practical Project Appraisal UN
- Development Project Studies Authority (DEPSA), Guidelines to Project Planning in Ethiopia, Addis Ababa, 1981 and 1990.
- UNIDO, Manual for the Preparation of Industrial Feasibility Studies, 1991. UN, New York,

19. Course Title: Governmental and NFP Accounting

Course Code: AcFn2121

Credit Hours: 3

Prerequisite: AcFn2102

Academic Year:

Instructor Name

Course Coordinator

Course Description

The course is intended to introduce the accounting and reporting concepts, standards and procedures applied to governmental units and not-for-profit (NFP) organizations. The course reflects the distinction between legal form of transactions as opposed to the accounting system for business enterprises, and the substance of transactions.

Course Objectives

At the end of this course students will be able to:

- identify characteristics and types of governmental and not-for profit organizations;
- describe objectives of NFP accounting;
- identify funds;
- prepare budgets for general and special revenue funds;
- perform accounting for general and special revenue funds;
- perform accounting for proprietary funds;
- accounting and report for government organizations and not-for profit organization.

Course Contents

| Chapter | Topic | Time Allotted |
|---------|--|---------------|
| 1 | Introduction | 6hrs |
| | 1.1. Objectives of financial reporting and uses of financial reports. 1.2. Distinguishing characteristics of non for profit organization. 1.3. Major organization types 1.4. Fund types and their uses in Brief | |
| 2 | Financial Reporting | 8hrs |
| | 2.1. Defining the financial Reporting Entity 2.2. Comprehensive Annual Financial Report (CAFR) 2.3. Basic principles of governmental accounting and reporting | |
| 3 | Budgetary Accounting for the General and Special revenue funds | 9hrs |

| | | |
|----------|---|-------------|
| | 3.1. Budgets as legal Document 3.2. Balance Sheet and operating Statement Accounts 3.3. Recording the budget 3.4. Accounting for Revenues 3.5. Accounting for encumbrances and Expenditures | |
| 4 | Accounting for the General and Special Revenue Funds | 8hrs |
| | 4.1. Accounting for Non-Exchange Transactions 4.2. Modified Accrual Accounting for Revenue and Expenditure Recognition 4.3. Inter fund transactions 4.4. General Fund Accounting Structure | |
| 5 | Accounting for Other Governmental Funds | 6hrs |
| | 5.1. Capital Project Funds 5.2. Debt Service funds 5.3. Permanent Funds | |
| 6 | Accounting for Proprietary Funds | 6hrs |
| | 6.1 Internal service funds 6.2 Enterprise funds 6.3 Proprietary funds financial statements | |
| 7 | Stand Alone Reporting-Specialized Units and Activities | 5hrs |
| | 7.1. Accounting for public colleges and universities 7.2. Accounting for Hospitals and other health providers 7.3. Accounting for Not-for-profit organizations. | |

Teaching & Learning Methods

- Lectures
- Group Discussion
- Question & Answers
- Community based program
- Presentation
- Debates & Discussion
- Problem Learning based

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|---|----------------------------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Individual or Practical group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | |
| FA1 A | FA1 B | | | | | |

Key:

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- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbook

- Leon E. and Hay, Accounting for Governmental and Non-profit Entities. 7th ed Prentice Hall Inc.

Reference

- Emerson O. Henke, (2002) Introduction to Non-Profit Organization Accounting, South-Western Publishing Co.
- Freeman and Shoulders (1999) Governmental and Nonprofit Accounting: Theory and Practice, 6th edition, , Prentice-Hall, New Jersey
- Hoyle, Schaefer, and Douppnik. (2001) Advanced Accounting, 6th ed., McGraw-Hill, Irwin.
- Jan R. Williams, Keith G. Stanga and Ider, (1984)Intermediate Accounting San Diego, Harouur Brace Jovanovich Publisher 5th ed
- John H. Engstorm and Paul A. Copley, Essentials of Accounting for Governmental and NFP Organs. 7th ed. Mc Graw Hill
- Wilson, Reck, and Kattelus (2010). Accounting forGovernmental andNonprofit Entities 15th ed Mc Graw Hill Boston

20. Course Title: Ethiopian Government Accounting

Course Code: AcFn3122

Credit Hours: 2

Prerequisite: AcFn2082&AcFn2121

Academic Year:

Instructor Name:

Course Coordinator

Course Description

The course will help the students to be acquainted with the FGE Accounting concepts and practices, in doing so they will differentiate with the expanded (improved) FGE accounting system and the previous FGE accounting system and the need for improvements.

The course will discuss in detail goals achieved by FGE accounting systems Basic accounting concepts, over view of FGE financial administration and accounting system and budget control. It also discusses the transaction registers for local currency and foreign currency and about general and subsidiary ledgers. It further discusses FGE monthly reports, different transaction, letters of credit and construction projects.

It is also designed to caver areas what government budgeting is, its roles, the cycle or process of government budgeting, the managerial apportion to and problems in government budgeting, and accounting and performance measurement. In light of these theoretical foundations the course will also discuss the Ethiopian budgeting practices at Federal and Regional levels.

Course Objectives

After successfully completing this course, the students should be able to:

- Identify the objectives of FGE accounting system
- Explain why and how the FGE accounting system uses modifies cash basis of accounting.
- Record various transactions in government budgetary institutions.

- Prepare monthly financial reports for a reporting entity
- Identify budget control mechanisms
- Identify types of ledgers maintained in FGE- system of accounting
- Define the basic concepts and terminology in government budgeting
- Describe the nature, roles and significance of government budgeting.
- Recognize basic problems in government budgeting.
- Describe the process involved in the Ethiopian budgeting system.
- Perform basic budgeting activities within Ethiopian context at any level of government; and
- Value the importance of budgeting in the Regional and Federal Governments.

Course Contents

| Chapter | Course Contents | Time Allotted |
|----------|--|---------------|
| 1 | Introductions | 6 Hrs |
| | 1.1. Historical overview of Ethiopian Government Accounting System 1.2. FGE Chart of accounts 1.3. FGE Budget Process 1.4. Fundamentals of FGE program budget 1.5. Overview of IBEX and IFMIS 1.6. Budget ledger card 1.7. Basis of accounting 1.8. Legal Framework of FGE Financial Administration | |
| 2 | General and subsidiary ledgers | 4 Hrs |
| | 2.1 Description of ledger 2.2 Structure and organization of ledgers 2.3 Recording entries in the ledger. | |
| 3 | Recording common transactions of FGE | 8 Hrs |
| | 3.1 Cash withdrawn from bank to safe 3.2 Cash deposited in to bank from the safe 3.3 Cash transfer 3.4 Non-Cash transfers 3.5 Salary 3.6 Withholding tax 3.7 Grease period payables 3.8 Payable 3.9 Deposits 3.10 Receivables 3.11 Aid-in-Kind | |

| | | |
|----------|---|--------------|
| | 3.12 Cash and check receipts by cashier 3.13 Cash imp rest payments to cashier by accountant 3.14 Cash payments by cashier 3.15 Cash payments by accountant 3.16 Recording foreign currency transaction | |
| 4 | Monthly Reports | 6 Hrs |
| | 4.1 Revenue / Assistance/ Report 4.2 Recurrent expenditure Report 4.3 Capital Expeditior report 4.4 Transfer Report 4.5 Payable Report 4.6 Trial Balance | |
| 5 | Financial reports and financial statements | 4 Hrs |
| | 5.1 Statement of Budgeted Revenue and Expenditure 5.2 Statement of changes in cash position 5.3 The Balance sheet | |
| 6 | FGE Financial Management | 4 Hrs |
| | 5.1 Objectives of Public Financial Management 5.2 Legal Framework of Public Financial management 5.3 Federal Audit 5.4 Issues of FGE Public Financial Management | |

Teaching & Learning Methods

- Lectures
- Group Discussion
- Question & Answers
- Guest Lecturing
- Presentations
- Debates & Discussion

Assessment Methods

| | | | |
|-----------------------------|--------------------|--------------------|---------------------------------|
| Formative Assessment | FAT 50% | SAT 50% | Grand Total 100% |
|-----------------------------|--------------------|--------------------|---------------------------------|

| | | | | | | | |
|--|--------------|---|--|--|--|--|--|
| FA 1 Quiz (at least two) 20 % | | FA 2 Individual Practical or group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | | |
| FA1 A | FA1 B | | | | | | |

Key:

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Text and Reference Books

- Ethiopian Constitution
- Federal Financial Administration Proclamation
- Federal Financial Administration Regulation
- MoFED Directives, manuals,
- Auditor General reports

21. Course Title: Accounting Information Systems

Course Code: AcFn3181

Credit Hours: 3

Prerequisite: AcFn2102

Academic Year:

Instructor Name

Course Coordinator:

Course Description

To be successful in pursuing an accounting carrier, graduates must possess basic knowledge of computer based information systems and their role in performing the accounting function in contemporary business organizations. To this end, the course is designed to help graduates gain an appreciation and working knowledge of how ICT is applied to business functions in general

and the accounting function in particular. Accordingly, the courses will discuss the following topics-overview of AIS, E-business/ Commerce, database systems and data modeling, system development process and computer based information system control.

Course Objectives

Up on the completion of this course, students shall be able to:

- understand the business activities and decisions performed in the major business cycles; including the collection and processing of data about those business activities;
- appreciate the use of ICT developments in general and e-business/e-commerce technology in particular in the accounting information system of modern business;
- understand fundamental concepts of database technology and data modeling and their effect on AIS;
- develop,implement and maintain accounting information system;
- identify threats to accounting information system and recommend internal control considerations;

Course Contents

| Chapter | Topic | Time Allotted |
|----------|---|---------------|
| 1 | Accounting Information System: An overview | 4hrs. |
| | 1.1. Introduction: What and Why AIS 1.2. Role of AIS in Value Chain 1.3. Business Activities, Decisions, information Needs 1.4. Transaction Processing. | |
| 2 | Overview of ICT for AIS | 8hrs |
| | 2.1 Overview of ICT 2.2 Overview of E-business/ E-Commerce 2.3 Infrastructure for E-business | |
| 3 | Relational Database, Data Modeling and Data Base Design | 12hrs |
| | 3.1. Data Base Design Process 3.2. Entity relationships Diagram 3.3. The REA Data Model 3.4. The REA Diagram for a transaction cycle 3.5. Implementing REA Diagram in RDBMS 3.6. Integrating REA Diagram across cycles | |
| 4 | The System Development Process | 13hrs |
| | 4.1. Introduction to system Development 4.2. Problem analysis and BPR | |

| | | |
|----------|--|--------------|
| | 4.3. System Development and Documentation techniques 4.4. AIS Development Strategies 4.5. System Design, Implementation, Operation and Maintenance | |
| 5 | Control and Audit of AIS | 11hrs |
| | 5.1. Overview of Control and AIS 5.2. Overview of Computer Based Information System Control 5.3. Overview of Computer Fraud and Security 5.4. Overview of Auditing of Computer Based IS | |

Teaching & Learning Methods

- lectures
- group discussion
- question & Answers
- guest lecturing
- presentations
- term paper

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|---|---|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Individual or Practical group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | | FA 4 class participation 10 % | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbook

- Romney and Steinbart, (2012). Accounting Information Systems, 12th edition, Pearson, Boston

Reference

- Bagranoff, Simkin & Norman (2010) Accounting Information Systems 11th ed John Wiley and Sons Inc., Ohio
- Boockholdt, J,L (1999), Accounting Information Systems, Irwin McGraw-hill, 5th ed.
- James A. Hall (1998). Accounting Information Systems, 2nd ed South Western Cincinnati, Ohio
- James A. (2011) Hall Accounting Information Systems 7th ed South Western Cengage Learning Ohio
- James A.Hall (2008) Accounting Information Systems 6th ed South Western Cengage Learning Ohio

22. Course Title: Accounting Software Application

Course Code: AcFn3182

Credit hours: 2+2Lab

Prerequisite: AcFn1031&AcFn1042

Academic Year:

Course Coordinator:

Course Description

The course offers a straight approach to an automated accounting system. The students are taught to appreciate the difference between manual accounting and automated accounting system. Topics included are:

- overview of accounting system,
- overview of system development lifecycle,
- overview of accounting transaction cycles
- overview of computerized accounting software
- hands on experience with the Peachtree accounting software.

Course Objectives

After Successful completion of the Course, students will be able to:

- identify elements of computerized accounting system;
- design and apply computerized accounting system;
- described development phases of the accounting system; and
- create company, maintain all the models, and generate reports using the Peachtree accounting software.

Course Contents

| Chapter | Topic | <i>Time Allotted</i> |
|----------------|--|-----------------------------|
| 1 | Introduction to computerized Accounting System | 8hrs |
| | 1.1. Accounting and information system 1.2. Manual accounting procedures versus computerized accounting 1.3. Principles of accounting systems Development Design and internal controls 1.4. Phases of accounting system development 1.5. Overview of computerized accounting software 1.6. Application of Accounting Software | |
| 2 | Creating Company for Peachtree development | 16hrs |

| | | |
|----------|---|--------------|
| | 2.1. Overview of new company setup 2.2. New company setup 2.3. Screen elements of Peachtree 2.4. Basic of user's interface and system wide basics | |
| 3 | Working Peachtree modules | 24hrs |
| | 3.1. General ledger 3.2. Inventory 3.3. Account receivable 3.4. Account payable 3.5. Payroll 3.6. Transaction Processing 3.7. Fixed Asset | |

Teaching & learning Methods

- lectures
- group discussion
- question & Answers
- computer lab work

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | | FA 4 class participation 10 % | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book

Peachtree (2010). Peachtree Complete Accounting, User Guide

Reference

- Bagranoff, Simkin & Norman (2010) Accounting Information Systems 11th ed John Wiley and Sons Inc,.Ohio

- Boockholdt, J,L (1999), Accounting Information Systems, Irwin Mc Graw-hill, 5th ed.
- James A.Hall (2008)Accounting Information Systems 6th ed South Western Cengage Learning Ohio
- Romney and Steinbart, (2012). Accounting Information Systems, 12th edition, Pearson, Boston

23. Course Title: Entrepreneurship

Course Code: Mgmt2141

Credit Hours: 2

Pre-requisite: No prerequisite

Academic year:

Course instructor:

Course Coordinator:

Course Description

This interdisciplinary course is designed to introduce students to the concept of sustainable entrepreneurship, a manageable process that can be applied across careers and work settings.

It focuses on building entrepreneurial attitudes and behaviors that will lead to creative solution within community and organizational environments. Course topics include the history of entrepreneurship, the role of entrepreneurs in the 21st century global economy, and the identification of entrepreneurial opportunities. The elements of creative problem solving, the development of a business concept/model, the examination of feasibility studies and the social /moral/ethical implication of entrepreneurship will be incorporated. Issues related to starting and financing a new venture are included.

Course Objective

At the end of this course students will be able to:

- define entrepreneurship within the context of society; organizations and individuals;
- understand more about the specific management issues involved in setting up and running a small enterprise;
- demonstrate an understanding of the impact of entrepreneurship on the economy;
- distinguish between an entrepreneurial and a conventional approach to management;
- recognize and overcome obstacles to creative problem-solving;
- describe the element of an effective business model/plan;
- develop a concept for an innovative product or service in his or her own area of interest;
- recognize that entrepreneurial success in the 21st century depends on teamwork and diversity;
- develop a personal framework for managing the ethical dilemmas and social responsibilities facing entrepreneurs;
- describe the leadership studies of entrepreneurs who have been successful in different sectors (e.g., start-ups, corporations. community, public sector, etc.);
- equipped with the basic knowledge and skills of starting and operating a business for they will be the future managers (or even owner-managers) of these firms;
- identify traits/characteristics of an entrepreneur/ entrepreneurs as exhibited in behavior;
- analyze elements of the entrepreneurial mind set and discuss the implications for functioning as a successful entrepreneur.

Course Contents

| Chapter | Topic | Time Allotted |
|----------|---|---------------|
| 1 | Entrepreneurship and Free Enterprise | 6 hrs |
| | 1.1. Definition and Philosophy 1.2. History 1.3. Role within the economy 1.4 Entrepreneurship, creativity and Innovation | |
| 2 | Small Business | 10 hrs |
| | 2.1 Definition and importance 2.2 Economic social & political aspects of small business enterprise 2.3 Small Business Failure factors. 2.4 Problems in Ethiopia small business | |

| | | |
|----------|--|---------------|
| | 2.5 Setting Small Business 2.5.1 What is Basic Business Idea? 2.5.2 What project an Entrepreneur should have? 2.5.3 Definition of industry and small scale industry 2.5.4 Steps in setting a small scale unit | |
| 3 | Business Planning | 8 hrs |
| | 3.1 The concept of business planning 3.2 Feasibility planning 3.3 The business plan 3.4 Developing a business plan | |
| 4 | Product and Service Concept | |
| | 4.1 Product technology 4.2 Product development process 4.3 Product protection | |
| 5 | Marketing and new venture development | 6 hrs |
| | 5.1 Marketing research 5.2 Marketing intelligence 5.3 Competitive analysis 5.4 Marketing strategies 5.5 International markets | |
| 6 | Organizing and financing the new venture | 8 hrs |
| | 6.1 Entrepreneurial team and business formation 6.2. Sources of financing | |
| 7 | Managing Growth and transaction | 10 hrs |
| | 7.1 Preparing for the launch of the venture 7.2 Managing early growth of venture 7.3 New venture expansion strategies and Issues (Mergers, Acquisitions, licensing and Franchising) 7.4 Ethical issues governing Entrepreneurship | |

Teaching and Learning Methods

- lecture
- presentations
- discussions
- buzz group
- industry visit
- role plays

Assessment Methods

| | | | |
|-----------------------------|--------------------|--------------------|---------------------------------|
| Formative Assessment | FAT 50% | SAT 50% | Grand Total 100% |
|-----------------------------|--------------------|--------------------|---------------------------------|

| | | | | | | | |
|--|--------------|---|--|--|--|--|--|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | | |
| FA1 A | FA1 B | | | | | | |

Key

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbook

- Hailay Gebretinsae, Entrepreneurship and Small Business Management, 2nd Edition.

References:

- Cynthia L. Greene (2011) Entrepreneurship 21st Century Business 2nd South Western Cengage Learning USA
- Hirsh Robert D. and D. and Peters Michael P. (2002) Entrepreneurship 5th Tata McGraw Hill Edition,
- Hodgetts, Richard M. Kurakto, Donald F. (1998) Entrepreneurship: A contemporary approach. 4th ed, the Dryden Press,
- Holt David H.(2000) Entrepreneurship – New venture Creation Eastern Economy Edition,

24. Course Title: Senior Research Project II

Course Code: AcFn3212

Credit Hours: 2

Prerequisite: AcFn3211

Academic Year:

Advisors Name:

Course Coordinator:

Course Description

The Senior Research Project in Accounting and Finance is one of the requirements for the award of B.A. degree in Accounting and Finance. It gives the student an opportunity to explore an academic topic in depth, making it among the most valued components of the curriculum. The course shall be provided at the last semester.

The course demands selection of a researchable topic, issue or problem in the field of Accounting or other relevant fields in consultation with their respective advisors. Students must also submit a research proposal and get an approval from the assigned advisors.

The course will require students to write a research report that contains a research proposal, literature review, data analysis and interpretation, and conclusions and recommendations.

Course Objective

Upon successful completion of the course, students are expected to:

- identify a researchable problem;
- write a research proposal;
- apply what they have learnt throughout their stay in the program;
- write a research report as per the guidelines learnt in the research methodology.

Course Contents

| Part | Topic |
|-----------------|--|
| Part I: | Preliminary |
| | 1.1 Cover Pages (Front & Back Cover Pages) 1.2 Title Page 1.3 Name of umbrella institution in which the paper is written (Positioned at the top center of the page) 1.4 Author/s of the Paper (Positioned just below the Topic of the Paper) 1.5 Academic Advisor/s (positioned just below the name/s of the author/s) 1.6 Signed Approval Format 1.7 Table of Contents 1.8 List of Tables 1.9 List of Figures (if any) 1.10 Definition of Terms 1.11 Acknowledgement 1.12 Abstract |
| Part II: | Body |
| | Chapter one: Introduction |

| | |
|------------------|---|
| | 1.1 Background of the Study 1.2 Statement of the Problem 1.3 Hypothesis (or research questions) 1.4 Objectives of the study 1.5 Significance of the study 1.6 Scope of the study 1.7 Limitation of the study 1.8 Organization of the study |
| | Chapter Two: Review of Related Literature |
| | Chapter Three: Research Methodology |
| | 3.1 Research Design 3.2 Definition of Data 3.3 Source of Data 3.4 Data Collection Techniques 3.6 Sampling Methods |
| | 3.7 Method/s of Data Analysis |
| | Chapter Four: Results & Discussions |
| | Chapter Five : Findings, Conclusions, and Recommendations |
| Part III: | Final Part |
| | ➤ List of References |
| | ➤ List of Annexes |

TEACHING AND LEARNING METHODS

- Advising
- Presentations

Assessment Methods

- According to the criteria in research project advising guide line

25. Course Title: Introduction to Management

Course Code: Mgmt1051

Credit Hours: 3

Prerequisite: No prerequisite

Academic Year:

Instructor's Name:

Course coordinator:

Course Description

This course focuses on the basic concepts and principles of management, the functions of planning, organizing, staffing, directing and controlling, and their relationships to key issues in management Practices, such as leadership and motivation. Decision making and effective communication are also discussed.

Course Objective

This course enables the students to:

- define the term management, basic concepts and principles of management;
- explain the general overview of management in relation to its importance, roles, skills and universality;
- acquire sound understanding of the nature and practice of management;
- develop a comprehensive understanding of basic concepts of management functions.

Course Contents

| Chapter | Topic | TimeAllotted |
|----------------|---|---------------------|
| 1 | FUNDAMENTALS OF MANAGEMENT | 9 hrs |
| | 1.1. Definition of Management 1.2. Significance of Management 1.3. Managerial Functions an Overview 1.4. Levels of Management and Types of Managers 1.5. Managerial Roles and Skills 1.6. Universality of Management 1.7. Is Management an art, Science, or profession? | |
| 2 | THE PLANNING FUNCTION | 6hrs |
| | 2.1. Concepts and Need for planning 2.2. Types of plans 2.3. Planning process 2.4. Objectives | |

| | | |
|----------|---|--------------|
| | 2.5. Planning Techniques | |
| 3 | DECISION MAKING | 3 hrs |
| | 3.1. Meaning of decision making 3.2. Rational decision making process 3.3. Types (programmed and non-programmed decisions). | |
| 4 | THE ORGANIZING FUNCTION | 9 hrs |
| | 4.1. Concept of organizing and organization 4.2. Formal and Informal Organization 4.3. Organization chart 4.4. Departmentalization: Meaning and Bases 4.5. Span of Management 4.6. Authority and power: source of power 4.6. Line and staff authority 4.7. Delegation, centralization and decentralization 4.8. Groups and Committees | |
| 5 | STAFFING AN ORGANIZATION | 3 hrs |
| | 5.1. The procurement function 5.2. Training and development function 5.3. Maintenance and utilization 5.4. Separation | |
| 6 | THE LEADING FUNCTION | 9 hrs |
| | 6.1. Meaning and the need for leadership 6.2. Concept and meanings of Leadership theories 6.3. Concept and meaning of Leadership Styles 6.4. Motivation 6.4.1. The concept of motivation 6.4.2. Theories of motivation 6.4.2.1. Carrot and stick approach 6.4.2.2. Need hierarchy 6.4.2.3. Herzberg's theory 6.5. Concept and meaning of communication | |
| 7 | THE CONTROLLING FUNCTIONS | 9 hrs |
| | 7.1. Meaning and need for control 7.2. Control process 7.3. Types of control 7.4. Techniques of control 7.5. Effective control system | |

TEACHING AND LEARNING METHODS

- lecture
- question and answer
- presentations
- Discussions

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|---|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Individual Practical or group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | | FA 4 class participation 10 % | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text

- Plunkett and Attner, Introduction to Management, Wadsworth publishing company, 1994. 5th ed. And 6th ed

References:

- C.B Gubta, “Business Organization and Management”, Sultan Chand & Sons, New
- Delhi David R.Hampton, “contemporary management”, McGraw Hill Inc., New York, 1981.
- Ernest Dale. “Management. Theory and Practices.” McGraw Hill Inc. New York, 1981.
- Fred Luthans, “Introduction to Management, A Contingency Approach”, McGraw Hill Book Company New york, 1973.
- George R. Terry and Stephen G. Franklin, “Principles of management”, All India Traveller book Sellen New Dethi, 1991.
- Harold Koonz, Cyril o’Donnel and Heinz Weihrich, “Management”, McGraw Hill International New york, 1980.
- Henry sisik, “Management and Organization”, South Western publishing Co., Chicago, 1982.
- Peter F. Druker, “Management: Task and Responsibility”, Harper & Row, New york, 1973.

- Peter F. Druker,” The Practice of Management” Haper & Brothers, New York, 1986.
- Samul C.Certo, “Principles of Modern Management”, Allyn and Bacon Inc., Boston, 1986.
- Y.K Bushan, “Fundamentals of business Organization and Management”, Sultan chand & Sons, New Delhi.

26. Course Title: Communicative English Skills

Course Code: EnLa1011

Credit Hours: 3

Academic year:

Pre-requisite: No Prerequisite

Instructor’s Name:

Course coordinator:

Course description

Any organization requires effective communication to achieve its objective(s). As a result effective communication is a “life blood” of every organization. The course describes communication environment, barriers of Communication, guidelines for effective communication, verbal and nonverbal communication, face to face and telephone communication, meeting and meeting management, interview, written Correspondences.

Course Objectives

This course will enable student to:

- identify problems of effective communication and its impact on the overall organizational goal achievements;
- introduce the basic skills and ways of improving communication;
- improve interpersonal communication;
- understand the significance of effective communication in undertaking managerial functions;
- learn techniques and skills of correct business research report writing; learn report writing

style using an approved style; and, apply the basics of oral communication in a presentation of a project, including, proper speech, organization, use of graphical aids, and effective non-verbal communications.

Course Contents

| Chapter | Topic | TimeAllotted |
|----------|---|---------------|
| 1 | COMMUNICATION: AN OVERVIEW | 3 hrs |
| | 1.1. Meaning of Communication 1.2. Significance of Communication 1.3. Communication in Management | |
| 2 | THE COMMUNICATION PROCESS | 4 hrs |
| | 2.1. Elements of Communication 2.2. The process of communication 2.3. Barriers to Communication 2.4. Interpersonal Communications and Teamwork | |
| 3 | COMMUNICATION PRINCIPLES | 6 hrs |
| | 3.1 The 7 C's | |
| 4 | TYPES OF COMMUNICATION IN ORGANIZATION | 7 hrs |
| | 4.1 Formal flow of communication 4.2 Informal Communication | |
| 5 | PUBLIC RELATIONS | 6 hrs |
| | 5.1. The publics 5.2. Media relations | |
| 6 | MEDIA OF COMMUNICATION | 22 hrs |
| | 6.1 Overview of media of communication 6.2 Oral Communication 6.3 Written Communication 6.4 Business letter writing | |

Teaching and learning methods

- Lecture
- Role play
- Cooperative Learning
- Presentations
- Group discussion

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|--|---|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | FA 2 Practical or Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | | |

| | | | | | | | |
|--------------|--------------|--|--|--|--|--|--|
| FA1 A | FA1 B | | | | | | |
|--------------|--------------|--|--|--|--|--|--|

Key:

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- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbook

- Tesfaye Zewge. 2008. Business Communication. Addis Ababa: Admas University College.

References

- Bovee, C.I; thill, J.V: Business Communication today, MC-Graw, Hill MC, Sanffrancisco, 3rd edition. 1992
- Clark lun R. Business English & communication ih ed McGraw hill, 1998.
- Danieels, T.D; spiker, B.K. Perspective on organizational communication, Brown and Bendhamark publishiners, Madison, 3rd 1998
- Hamilton & Parker: Communication for results, second edition. 1987
- Krizan, Merrier, And Jones. Business Communication, 5th. Edition. Cincinnati: South-Western Publishing Company. 2002.
- Marry Cullina: Business communication, principle and process 2nd edition
- Murphy H.A Hilderbrandt, HW. Effective Business Communication, Mc Graw Hil Publishing co, New yorks, 5th ed. 1991.
- Payne,j payne s: The how to guide for manager, Gower Publishing ltd England. 1996
- Sigband and Bateman: Communicating in Business, 1981.
- Soreson, R and Others; Businesses and management communication, communication, prentice hall, new jersiy 3rd ed 1997
- Wayne, FS; Dauwalder, DO: Communicatingin business, Irwin, Boston, 1994

27. Course Title: Business Law**Course Code: Law3201****Credit Hours: 3****Pre-requisite: No Prerequisite****Academic year:****Instructor's Name:****Course Coordinator:****Course Description**

The primary focus of this course is to introduce students with the concept, principles, and legal framework governing business transactions, negotiations, undertakings, and contracts. The course will pay a closer look at the labor law and the commercial code of Ethiopia. It is aimed at exposing students to the law of contract (Such as the contract of sale, insurance, and Agency), commercial instruments, and commercial undertakings.

Course Objectives

This course will help students to:

- understand the environment of business and the statutory provisions that affect the business decisions;
- differentiate between judicial and physical personalities;
- differentiate the various types of businesses;
- analyze business contracts;
- understand law of negotiable instrument.

Course Contents

| Chapter | Topic | Time Allotted |
|----------------|---|----------------------|
| 1 | GENERAL INTRODUCTION | 3 hrs |
| | 1.1 Definition of Law 1.2 Functions of Law 1.3 Meaning of Business Law 1.4 Nature of Business Law 1.5 Sources of Business Law | |
| 2 | LEGAL PERSONALITY | 6 hrs |
| | 2.1 The concept of the term "personality" 2.2 Physical Persons 2.3 Juridical persons | |
| 3 | BUSINESS AND BUSINESS ENTITIES | 8hrs |
| | 3.1 Definition 3.2 Elements of a Business 3.3 Different kinds of Business Entities 3.3.1. Sole proprietorship | |

| | | |
|----------|--|---------------|
| | 3.3.2. Partnership 3.3.3. Private companies 3.3.4. Public companies | |
| 4 | LAW OF CONTRACTS | 14 hrs |
| | 4.1 Contracts in general 4.2 Law of Agency 4.3 Law of Sale of goods 4.4 Law of Insurance | |
| 5 | LAW OF NEGOTIABLE INSTRUMENTS | 4 hrs |
| | 5.1 Definition 5.2 Bills of Exchange 5.3 Promissory Notes 5.4 Cheques | |
| 6 | LAW OF BANKING TRANSACTIONS | 8 hrs |
| | 6.1 Deposits 6.2 Hiring of Safes 6.3 Contracts for current accounts 6.4 Discount 6.5 Credit transactions | |
| 7 | LABOR LAW | 5 hrs |
| | 7.1 Contracts of employment 7.2 Formation and terms of the employment contract 7.3 Work of employee-contractual duties 7.4 Wages and working conditions to employee 7.5 Employer duties-Health, Safety and welfare 7.6 Termination of the employment contract | |

Teaching and Learning Methods

- lecture
- Group discussion
- presentations
- case study

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|---|---|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | | |

| | | | | | | | |
|--------------|--------------|--|--|--|--|--|--|
| FA1 A | FA1 B | | | | | | |
|--------------|--------------|--|--|--|--|--|--|

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbook

A.K.Sen and I.K.Mitra, Commercial Law including company Law, 1998

Reference

- Krezeczunowicz, Formation and Effects of Contracts in Ethiopian Law, 1983
- Rene David, Commentary on Contracts in Ethiopia, 1973
- S.P.Iyengar and B.K. Goyal, Business Law, 1996
- The Civil Code of Ethiopia, 1960
- The Commercial Code of Ethiopia, 1960.

28. Course Title: Mathematics for Finance

Course Code: AcFn1041

Credit Hours: 4

Academic year:

Pre-requisite: No Prerequisite

Instructor's Name:

Course Coordinator

Course Description

Mathematics for Finance is one of the preliminary quantitative aids to decision making that offers the decision-maker a method of evaluating every possible alternative (act or course of action) by using various techniques to know the potential outcomes. This course is designed to expose students in accounting and finance to the basic concepts and area of managerial application of mathematics for decision making. Topics include: linear equations and their applications, matrix algebra and its applications, Markov chain analysis, linear programming, mathematics of finance, elements and application of calculus.

Course Objective

At the end of this course students will be able to:

- differentiate the various techniques of mathematics that can be employed in solving business problems;
- know the way these mathematical techniques are utilized;
- appreciate the importance of mathematics in solving real world business problems
- use different mathematical techniques for supporting managerial decisions.

Course Contents

| Chapter | Topic | TimeAllotted |
|----------|--|--------------|
| 1 | Linear Equations and Their Interpretative Applications | 10hrs |
| | 1.1. Linear Equations and Their Interpretative Applications 1.2. Linear Equations, Functions and Graphs 1.3. Applications of Linear Equations 1.3.1. Linear Cost Output Relations, 1.3.2. Cost, Total Revenue, and Total Profit 1.3.3. Break Even Analysis: Model and Solutions 1.4. Systems of Linear Equations 1.5. Systems of Linear Inequalities | |
| 2 | Matrix Algebra and Its Applications | 8hrs |
| | 1.6. Matrix Concepts 1.7. Dimensions and Types of Matrix 1.8. Matrix Operations and Techniques 1.9. Inverse of a Matrix 1.10. Matrix Applications 1.11. Solving Systems of Linear Equations 1.12. Markov Chains: Concepts, Models and Solutions 1.13. Summations 1.14. Matrix solutions of linear system | |
| 3 | Introduction to Linear Programming | 8hrs |
| | 3.1. Concepts 3.2. Formulation of Linear Programming Models 3.3. The Maximization Problem 3.4. The Minimization Problem | |

| | | |
|----------|---|---------------|
| | 3.5. Solution Approaches to Linear Programming Problem 3.5.1. Graphic Approach 3.5.2. Algebraic (Simplex) Approach | |
| 4 | Mathematics of Finance | 13 hrs |
| | 4. Mathematics Of Finance 4.1. Overview of exponential and logarithmic functions 4.2. Simple Interest and Discount 4.2.1. Computing Simple Interest 4.2.2. Promissory Notes and Bank Discount 4.3. Compound Interest 4.3.1. Compound Amount (Maturity Value) 4.3.2. Present Value (Principal) of Compound Amount 4.3.3. Nominal and Effective Interest Rate 4.4. Ordinary Annuities 4.4.1. Sum of Ordinary Annuity 4.4.2. Sinking Fund Payments 4.4.3. Present Value of Ordinary Annuity 4.4.4. Amortization 4.5. Mortgage Payments | |
| 5 | Elements and Applications of Calculus | 8hrs |
| | 5. Elements and Applications of Calculus 5.1. Differential Calculus 5.1.1. Concept 5.1.2. Rules of Differentiation 5.1.3. First and Second Derivative for Extreme 5.1.4. Business Application of Differential Calculus 5.1.5. Marginal Analysis 5.1.6. Optimization Problems 5.2. Integral Calculus 5.2.1. Concept 5.2.2. Indefinite and Definite Integration 5.2.3. Rules of Integration 5.2.4. Business Applications of Integral calculus 5.2.5. Finding Total functions | |

Teaching And Learning Methods

- lecture
- presentations
- exercise

Assessment Methods

| | | | |
|-----------------------------|--------------------|--------------------|---------------------------------|
| Formative Assessment | FAT 50% | SAT 50% | Grand Total 100% |
|-----------------------------|--------------------|--------------------|---------------------------------|

| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | | |
|-------------------------------------|-------|--|--|-------------------------------------|--|--|--|
| FA1 A | FA1 B | | | | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbook

- Bowen Earl K et. Al, Mathematics with applications in Business and Economics, 1987

References

- Ann j. Hughes, Applied Mathematics: For Business, Economics, and the social Science, 1983.
- Barnett Raymond A. and Ziegler Michael R, Essentials of College Mathematics for business and Economics, life science and social science, 3rd ed., 1989
- Dexter j Booth and John K Turner, Business mathematics with Statistics, 1996,
- Hole Poul G., Finite Mathematics and Calculus with Applications to Business, 1974.
- Ronald E. Larson and Bruce H. Edwards, Finite Mathematics with Calculus, 1991
- Ronald J. Harshbager and James J. Reynolds, Finite Mathematics, 3rd Ed.
- Ronald J. Harshbager and James J. Reynolds, Mathematics Applications.
- Teresa Bradley and Paul Patton, “Essential Mathematics for Economics and Business”, Jon Wiley and Sons, December 1999.

29. Course Title: Statistics for Finance

Course Code: AcFn1043

Credit Hours: 4

Pre-requisite: AcFn1041

Academic year:

Instructor's name:

Course Coordinator

Course Description

The objective of this course is thus to discuss the theoretical aspects of statistics and then focus on its practical applications in business decision making, which modern managers and decision makers are expected to be armed with on the face of considerable uncertainty. Besides, it is also to create know-how to students on various application areas and benefit of statistics in business.

Course Objectives

After completion of this course students will be able to:

- to familiarize students about the use & application of various statistical tools in the field of financial decision making
- to enable students make valid inference from data
- to enable students to construct and test different types of hypothesis
- to enable students to find correlation between variables
- how to apply the statistical tests in the preparation of Research report.
- understand the application of hypothesis testing.

Course Contents

| Chapter | Topic | TimeAllotted |
|----------------|--|---------------------|
| 1 | INTRODUCTION TO STATISTICS | 4 hrs |
| | 1.1.Meaning and importance of statistics 1.2.uses of statistics in management 1.3.Areas of statistics & method of obtaining data 1.4.Methods of representing data 1.5.Data representations 1.6.Measure of location & spread | |
| 2 | PROBABILITY DISTRIBUTION | 6 hrs |

| | | |
|----------|--|---------------|
| | 2.1. Managing & concept of probability. 2.2 probability distributions 2.3. Methods of assigning probability 2.4. Probability requirement & probability symbols 2.5. expected value in decision making | |
| 3 | DISCRETE & CONTINUOUS PROBABILITY DISTRIBUTION | 6 hrs |
| | 3.1. Discrete probability distributions. 3.2. Continuous probability distribution | |
| 4 | SAMPLING TECHNIQUE & SAMPLING DISTRIBUTIONS | 12 hrs |
| | 4.1. Introduction to sampling 4.2. Sample and the population 4.3. Sampling techniques 4.4. Sampling distribution 4.5. Sampling distribution of the mean 4.6. Sampling distribution of the population 4.7. The central limit theorem. | |
| 5 | STATISTICAL ESTIMATION | 12 hrs |
| | 5.1. The concept of point & interval estimates 5.2. Point estimation 5.3. Interval estimation 5.4. Sample size determination in estimating the mean & proportion | |
| 6 | HYPOTHESIS TESTING, CHI-SQUARE & TEST OF VARIANCE | 12hrs |
| | 6.1. Reason for testing hypotheses 6.2. Basic concept of hypotheses testing. 6.3. The chi-square tests (χ^2) 6.4. Goodness of fit-tests 6.5. Test of variance & the ANOVA technique. | |
| 7 | MULTIPLE CORRELATION & REGRESSION | 12 hrs |
| | 7.1. Review on simple linear regression & correlation 7.2. Rank correction 7.3. Multiple linear regressions 7.4. Multiple linear correlations 7.5. Coefficient of multiple determinations (R^2) 7.6. Standard error of estimates of multiple regressions. | |

Teaching and Learning Methods

- lecture
- presentations
- question and answer
- Discussions

Assessment Methods

| | | | |
|--|------------|------------|--------------|
| | FAT | SAT | Grand |
|--|------------|------------|--------------|

- Robert D. Mason and Douglas A. Lind, Statistical Techniques in Business and Economics, 7th ed. Irwin, 1998.
- Sharpe, De Veaux and Velleman (2012) Business Statistics. 2nd ed Addison Wesley. Boston
- Spiegel, M.R. probability & Statistics, Schaum's outline. McGraw-Hill
- Trevor Wegner. (2013). Applied Business Statistics: Methods and Excel-based Applications. 3rd ed Juta and Company Ltd, Claremont

30. Course Title: Operations Management

Course Code: Mgmt3191

Credit Hours: 3

Pre-requisite:

Academic year:

Course instructor:

Course Coordinator:

Course Description

The goal of this course is to give students a solid foundation for understanding the decisions and tradeoffs they should make as they direct the operations of a firm. Thus, the course covers meaning of operations and production management, operations management as competitive weapon, product and service design, quality and quality control, capacity planning, location decision, layout decision, aggregate planning, scheduling, work design, and time-based operations.

Course Objective

At the end of this course, students should be able to:

- define operations management;

- understand operations strategy and competitiveness understand facility location and layout know capacity planning;
- differentiate aggregate planning and scheduling;
- describe operations management, its scope and activities;
- describe the decision involved in designing and controlling the operations system;
- apply selected quantitative tools, techniques and models in the analysis of decisions for the designing, planning and controlling of operation systems;.

Course Contents

| Chapter | Topic | Time Allotted |
|----------|---|---------------|
| 1 | NATURE OF OPERATIONS MANAGEMENT | 10hrs |
| | 1.1 Introduction 1.2 Historical Development of Operation Management 1.3 Manufacturing Operations and Service Operations 1.3.1 Manufacturing Operations 1.3.2 Service Operations 1.4 Operations Decision Making 1.5 Productivity Measurement | |
| 2 | OPERATIONS STRATEGY & COMPETITIVENESS | 10hrs |
| | 2.1 Introduction to operations strategy 2.2 Operations strategy in Manufacturing 2.3 Operations strategy in Services | |
| 3 | DESIGN OF THE OPERATION SYSTEM | 10hrs |
| | 3.1 Product and service design 3.2 Process selection 3.3 Strategic Capacity Planning 3.4 Facility Location & layout 3.5 Job Design and Work Measurement | |
| 4 | OPERATIONS PLANNING & CONTROL | 8hrs |
| | 4.1 Aggregate production planning 4.2 Operations Scheduling | |
| 5 | QUALITY MANAGEMENT AND CONTROL | 10hrs |
| | 5.1 Meaning and nature of quality 5.2. Overview of TQM 5.2 Quality Specification 5.3 Continuous Improvement 5.4 Statistical Quality Control 5.5 Process Control Charts | |

Teaching and Learning Methods

- lecture
- presentations
- discussions
- case studies

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | FA 4 class participation 10 % | | | | |

Key

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbook

- Armistead, Colin and Rowland, Philip (1996), Managing Business Processes (BPR and Beyond), John Wiley and Sons

References

- Chase, Richard N., Aquilano, Nicholas J. and Jacobs, F. Robert (1998), Production and Operations Management- Manufacturing and Services, 8th Edition, Irwin McGraw-Hill
- Dilworth James B (1993), Production and Operation Management Manufacturing and Services. 5th Edition, West Publishing.
- Dilworth, James R (1993), Production and Operation Management, 8th Edition, International Thomson Publishing.
- Duncan, William L (1995), Total Quality - Key Terms and Concepts, Luftig and Warren International.
- Evans, James R (1993), Production/Operations Management: Quality, Performance and Services, 5th Edition, McGraw-Hill
- Plossl, George W (1985), Production and Inventory Control: Principles and Techniques, 2ed Edition, Prentice Hall.
- Publishing Company.

- Starr, Martin (1996), Operation Management: A Systems Approach, Boyd and Fraser
- Townsend, Patrick L and Gebhardt, Joan E.(1992), Quality in Action -93 Lessons in Leadership, Participation and Measurement, John Wiley and Sons.
- Wild Ray (1995), Production and Operation Management,5th Edition, Cassell.

31. Course Title: Principles of Marketing

Course Code: Mgmt1052

Credit Hours: 2

Pre-requisite: No Prerequisite

Academic year:

Instructor's Name:

Course Coordinator

Course Description

The course covers an overview of marketing, the marketing environment, types of markets, product decision, product development, branding and packaging, pricing decisions, factors influencing pricing, pricing techniques, distribution decision: channel and physical distribution decision, promotion decision: types of promotional messages and media.

Course Objective

Upon completing this course, the student will be able to:

- define basic/core marketing principles/concepts;
- describe the marketing plan process and strategy;
- identify and analyze marketing environment;
- explain the bases of market segmentation and consumer buying behavior;
- define and classify products/ product mix;
- explain the importance and role of product development;
- discuss marketing channel concept, examine the structure and function of the channel system, physical distribution and materials management;
- describe the role of promotion mix and identify factors affecting the choice of promotional methods;
- analyze the importance of pricing and examine key factors that may influence marketers pricing decisions

Course Contents

| Chapter | Topic | Time Allotted |
|----------------|--|----------------------|
| 1 | AN OVERVIEW OF MARKETING AND MARKETING MANAGEMENT | 6 hrs |
| | 1.1 Marketing and its core concepts 1.2 Philosophies of marketing | |

| | | |
|----------|---|---------------|
| | 1.3 Importance of marketing 1.4 Scope of marketing 1.5 Companies' orientation to marketing 1.6 Goals of marketing system | |
| 2 | MARKETING ENVIRONMENTS | 6 hrs |
| | 2.1 Meaning of marketing Environment 2.2 Internal and External Marketing environmental Elements | |
| 3 | BUYING BEHAVIOR | 7 hrs |
| | 3.1 Consumer buying behavior 3.2 Organizational buying behavior | |
| 4 | MARKET SEGMENTATION, TARGETING AND POSITIONING | 6 hrs |
| | 4.1 Market segmentation 4.2 Targeting the Market 4.3 The concept of positioning | |
| 5 | MANAGING MARKETING MIX ELEMENTS | 20 hrs |
| | 5.1 Product planning 5.2 Pricing Decision 5.3 Placing the Product 5.4 Promoting the product | |
| 6 | VALUE CHAIN ANALYSIS | 3 hrs |

Teaching and Learning Methods

- lecture
- presentations
- question and answer
- buzz group
- Group discussion

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|---|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | | FA 4 class participation 10 % | | | |

Key

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbook

- Kotler, Philip, (2004). Principles of Marketing, 10th ed. Prentice-Hall Inc, New Delhi 2004

References:

- Bath press, Great Britain, 1995.
- Christopher, Marking and McDonald, Malcolm. Marketing: and Introductory Text, Control, 10th Ed. New Jersey, U.S.A
- J. Baker, Michael: Marketing: Theory and Practice Bath Press, Great Britain, 1995.
- J. Baker. Michael. Marketing: An Introductory Text, Bata Press, 1996
- Kotler, Philip, (2003). Marketing Management,,: Analysis, Planning Implementation, and
- Lancaster, Geoff and Reynolds Paul, Marketing. Reed Educational and Professional Publishing Ltd., 1995.
- R. Dickson, Peter, Marketing Management 2nd ed, the Dryden Press, U.S.A., 1997

32. Course Title: Fundamentals of Information Systems**Course Code: AcFn1042****Credit Hours: 2+2Lab****Academic year:****Pre-requisite: No prerequisite****Instructor's Name:****Course Coordinator:****Course Description:**

It introduces students to the computer science by defining historical developments the types of computer and the software and hardware parts of a computer in chapters one & two. In part two chapter three the course helps students to have a working knowledge of the operation systems and application software. The last part of the course introduces students to programming (the basic parts).

Course Objectives:

This course is aimed at introducing students to the historical development, types, systems and features of computers. It increases the awareness of students about the impact of computers on the functioning of organizations. It also provides the opportunity for the students to have practical exercise on some of the major application software.

Course Contents

| Chapter | Topic | TimeAllotted |
|---------|-------|--------------|
|---------|-------|--------------|

| | | |
|----------|---|---------------|
| 1 | Introduction | 8 hrs |
| | 1.1.Definition and historical development of computers 1.2.Types of computers 1.3.Application of computers in business 1.4.Data representation inside the computer 1.5.The microcomputer system | |
| 2 | Computer Hardware | 14 hrs |
| | 2.1 Input component 2.2 Processing 2.3 Output component 2.4 External Storage Component | |
| 3 | Computer Software | 10 hrs |
| | 3.1 Operating systems (MS Windows & MS DOS) 3.2Application Software (Document Processing & Spreadsheet) | |
| 4 | Computer Communication System | 8 hrs |
| | 4.1 Concept and components of data communication 4.2 Concepts, components, types and protocols of computer communication network. | |
| 5 | Future trends of computers and their impact on organization 5.1 Hardware 5.2 Software | 8 hrs |

Teaching & Learning Methods

- Lectures
- Group Discussion
- Question & Answers
- Lab work
- Presentation
- Demonstration

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|--|-------------------------------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | |
| FA1 A | FA1 B | | | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbook

- Microsoft Office 2007, Microsoft Corporation

References

- D. Mergia, 2003. Complete Guide to Information Technology
- Saxena Sanjay, 2000, Ms Office for Everyone.

33. Course Title: Basic Writing Skills

Course Code: EnLa1012

Credit Hours: 3

Pre-requisite: EnLa1011

Academic year:

Course instructor:

Course Coordinator:

Course Description

This course is expected to enhance students' sentence, paragraph and essay writing skills effectively. It is also useful for exercising many varied activities and skills, including planning and exploring ideas so as to develop analyzing and interpreting skills.

Course Objectives

At the end of this course, you will be able to:

- write various types of sentence effectively;
- develop coherent and unified paragraphs of different types;
- compose well organized essays of different types;
- paraphrase, summarize and quote others' ideas, and
- cite various sources properly.

Course content

| Chapters | Topics | Time allotted |
|-----------------|---|----------------------|
| 1 | Sentence Skills | 10 hrs |
| | 1.1 Parts of a Sentence 1.2 Types of Sentence 1.3 Sentence Combinations 1.4 Basics of a Sentence 1.5 Common Errors in Sentence Construction | |
| 2 | Paragraph Writing | 13 hrs |
| | 2.1 Definition 2.2 Elements of a Paragraph 2.3 Qualities of a Good Paragraph 2.4 Methods of Developing a Paragraph | |
| 3. | Essay Writing | 13 hrs |
| | 3.1 Definition | |

| | | |
|-----------|--|---------------|
| | 3.2 Elements of an Essay | |
| | 3.3 Types of Essay | |
| 4. | Paraphrasing, Summarizing and Quoting | 12 hrs |
| | 4.1 Paraphrasing | |
| | 4.2 Summarizing | |
| | 4.3 Quoting | |
| | 4.4 Citation | |

Teaching/Learning Methodology

- Lectures
- Group Discussions
- Question and Answer
- Pair Discussion
- Creative writing
- Debating and Discussion

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|--|--------------|---|--|---|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical or Individual group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation & attendance 10 % | | |
| FA1 A | FA1 B | | | | | |

Key:

FA: Formative Assessment

FAT: Formative Assessment Total

SAT: Summative Assessment Total

TextBook

- Solomon Ghebre-Ghiorgis, 1991. Writing for Academic Purposes, (Vol.I). Addis Ababa: Addis Ababa University Printing Press.

References:

- Dougherty, B.N.1985. *Composting Choices for Writers: A Cross Disciplinary Rhetoric*. New York: McGraw-Hill Book Company.
- Ezor, E. and Lewis, J. 1984. *From Paragraph to Essay: A Process Approach for Beginning College Writing*. New York: McGraw-Hill Book Company.

- Hult, C.A. 1986. Researching and Writing: An Interdisciplinary Approach. Belmont: Wadsworth Publishing Company.
- Imhoof, Maurice,& Hermon Hudson,1965. From paragraph to Essay. London: Longman Group Limited.
- Langan, J.1996. College Writing Skills with Reading.New York:McGraw-Hill Book Inc.
- McCrimmon,James M., 1957. Writing with a purpose, 3rd ed. Boston: Houhton Mifflin Company.
- Tyner, T.E. 1987. College Writing Basics: A Progressive Approach.Belmont: Wadsworth Publishing Company.

34. Course Title:Introduction to Psychology

Course Code:Psyc1061

Credit Hours: 3

Prerequisite: No Prerequisite

Academic Year:

Instructors Name:

Course Coordinator:

Course Description

This course is aimed at introducing students to the basic knowledge of psychology and helps them apply psychological knowledge and insight to the selection of personal and social problems. It also helps to show how a study of psychology contributes to a well-rounded personality.

Course Objectives

After completing the course, students will be able to:

- Understand the fundamental concepts of general psychology;
- Understand how people sense and perceive their environment;
- Investigate how people learn using different learning theories;
- Explain how to enhance memory and minimize the possibility of forgetting;
- Understand the basic concepts and theories of motivation and emotion;

- Identify personality and its characteristics in different personality theories;
- Appreciate psychology in their day to day activity.

Course Contents

| Chapter | Topic | Time Allotted |
|----------|---|---------------|
| 1 | Introduction to Psychology | 6 hrs |
| | 1.1 What is psychology? 1.2 Goals of Psychology 1.3 Historical Perspectives of Psychology 1.3.1 Early Perspectives 1.3.2 Recent Perspectives 1.4 Specializations in Psychology 1.5 Research Methods in Psychology | |
| 2 | Sensations and Perceptions | 4 hrs |
| | 2.1 Sensation 2.2 Terms Related to Sensation 2.3 Measures of Senses 2.4 Perception 2.5 Theories of Perception 2.5.1 The Signal Detection Theory 2.5.2 The Gestalt Laws of Organizations 2.6 Depth Perception | |
| 3 | The Psychology of Learning | 6 hrs |
| | 3.1 Definition of Learning 3.2 Factors for Effective Learning 3.4 Theories of Learning 3.4.1 Behaviorist Learning Theory 3.4.2 Cognitive Learning Theory | |
| 4 | Memory and Forgetting | 4 hrs |
| | 4.1 Memory 4.1.1 Nature of Memory 4.1.2 Stages of Memory 4.2 Forgetting 4.2.1 Definition of Forgetting 4.2.2 Theories of Forgetting 4.3 Mechanisms of Improving Memory | |
| 5 | Motivation and Frustration | 4 hrs |
| | 5.1 Motivation 5.1.1 What is Motivation? 5.1.2 Theories of Motives 5.1.3 Types (classification) of Motives 5.2 Frustration | |
| 6 | Emotions and Stress | 4 hrs |

| | | |
|----------|--|--------------|
| | 6.1 Emotion 6.1.1 Definition of Emotion 6.1.2 Theories of Emotion 6.1.3 The functions of Emotion 6.1.4 Expressions of Emotions 6.2 Stress 6.2.1 Definition and Types of Stress 6.2.2 Causes of Stress 6.2.3 Stress Coping Mechanisms | |
| 7 | Psychology of Personality | 4 hrs |
| | 7.1 Definition of Personality 7.2 Theories of Personality 7.1.1 Psychoanalytic Theories 7.1.2 Type and Trait Theories | |

Teaching and Learning Methods

- lectures
- group discussion
- question & answers
- ice breaker
- presentations
- problem based learning

Assessment Methods:

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|--|--------------|--|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10% | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | | FA 4 class participation & attendance 10 % | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Text Book:

- James W. Kalat(2005) *Introduction to Psychology* 7th ed., San Diego

References

- James W. Kalat (2005). *Introduction to Psychology*. (7thed.) Sandiego.

- Morgan, King and Scholar (1986).Introduction to Psychology. (7thed.) New York: Mc-Graw-Hill Inc
- Newman and Newman (1983).Principles of Psychology. Homewood: The Dorsey Press.
- Papalia and Olds (1985).Psychology. New York: Dhugma
- Sontarock, J. N. (2000). Psychology (6th ed.). Boston,, McGraw Hill Book Company.

35. Course Title: Microeconomics

Course Code: Econ1071

Credit Hours: 4

Pre-requisite: No prerequisite

Academic year:

Course instructor:

Course Coordinator:

Course Description

This course covers theories of consumer behaviour, producer behaviour and theories of market structure. It begins presenting the assumptions underlying each theory; it proceeds on analysing the behaviour of economic unit (the consumer or producer) in an attempt to meet its objective and finding the equilibrium of these economic units.

Course Objectives

The course is designed to

- ✓ To introduce students to the fundamental concept of individual decision-making units such as consumers, business firms and resource owners and income distribution
- ✓ Acquaint the students with the neoclassical theory of consumer behavior, how each consumer makes decision to maximize her/his utility.
- ✓ Provide the students with a detailed theories of production and cost, how firms organize their production process, how firms decide to minimize costs.
- ✓ Offer a deeper understanding of the different market structures and how firms behave under perfectly competitive, pure monopoly, monopolistically competitive and oligopoly markets.

Course Contents

| Chapter | Topic | Time Allotted |
|----------|--|---------------|
| 1 | Theory of Consumer Behaviour and Demand | 16hrs |
| | 1.1 Consumer Preferences and Choices 1.1.1 Consumer Preference 1.1.2 Utility 1.2 Approaches to measure Utility 1.2.1 The Cardinal Utility approach - Assumptions of Cardinal Utility theory - Total and Marginal Utility - Law of diminishing marginal Utility (LDMU) - Equilibrium of a consumer - Derivation of the Cardinalist Demand 1.2.2 The Ordinal Utility Approach - Assumptions of Ordinal Utility approach - Indifference Set, Curve and Map - Properties of Indifference Curves - The Marginal rate of substitution (MRS) - Types of Indifference Curves 1.3 The Budget Line or the Price line 1.3.1 Factors Affecting the Budget Line - Effects of changes in income - Effects of Changes in Price 1.4 Optimum of the Consumer 1.4.1 Effects of Changes in Income and Prices on Consumer optimum - Changes In Income: Income Consumption Curve and the Engel Curve - Changes in Price: Price Consumption Curve (PCC) 1.4.2 Decomposition of Income and Substitution Effects(normal, inferior or giffen goods) 1.4.3 Derivation of market demand curve 1.5 Elasticity of demand | |
| 2 | Choice –involving risk and uncertainty | 6 |
| | 2.1. Introduction 2.2. Expected utility 2.3. Risk aversion 2.4. Diversification 2.5. Risk spreading | |
| 3 | <i>The Theory of Production</i> | 12 |
| | 3.1 Production function 3.2. Laws of production 3.2.1. The law of variable proportions 3.2.2. Laws of returns to scale 3.3. Choice of optimal combination of factors of production | |

| | | |
|----------|---|----------|
| 4 | Theory of Costs | 6 |
| | 4.1. Short-Run Costs 4.2. Long-Run Costs 4.3. Derivation of Cost Functions from Production functions 4.4 Dynamic Changes in Costs- the Learning Curve | |
| 5 | Introduction to Market structure | 8 |
| | 5.1 Perfect Competition Market 5.1.1 The Short-Run Equilibrium of the Firm and industry 5.1. 2. Market Equilibrium 5.1.3. The Long-Run Equilibrium of the Firm and industry 5.2 Monopolistic Competition 5.3 Oligopoly 5.4 Monopoly | |

Teaching and Learning Methods

- lecture
- group discussions
- buzz group
- debates and presentation

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|-------------------------------------|-------|--|---|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Individual or Practical group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | | FA 4 class participation 10 % | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbook

- Koutesiannis, A. (1979) Modern Micro Economics, Macmillan Press Ltd.

References

- Frank, R.H. (1991), Microeconomics and Behavior, McGraw Hill Book Company
- Henderson and Poole, Principles of Microeconomics
- Maddala G.S (1989) Microeconomics Theory and Application, McGraw Hill Book Company
- S.Pindyck R.S and Rubinfeld (1995), Microeconomics Macmillan Publishing

36. Course Title: Macroeconomics

Course Code: Econ2072

Credit Hours: 3

Pre-requisite: Econ1071

Academic year:

Course instructor:

Course Coordinator:

Course Description

This course focuses mainly on short run analysis of an economy or business cycle. Hence, the main aim of this course is to present and discuss the different views of economists (as represented by school of thought) on how an economy behaves in the short run, how equilibrium is achieved in the short run, and the role of market forces and government in short run economic stabilization. For this purpose, this part is divided into three parts: Introduction, aggregate demand and supply analysis of a closed economy, and the analysis of open economy macroeconomics.

Course Objective

In this course, students are exposed to look at the aggregate analysis of an economy and the interrelationship between various aggregate economic variables. It also incorporates the monetary and fiscal policy instruments through which government can influence the value and dynamics of aggregate economic variables and thereby the performance of economies. It also

presents the analysis of transmission mechanism of the effect of macroeconomic policies on the behavior of economic agents. Generally, the course enhances the knowledge of the students regarding the functioning of the economy as a whole as well as the rest of the world thereby to develop a closer link between academic learning and the professional practice in analyzing various economic aspects.

Course Contents

| Chapter | Topic | Time Allotted |
|----------|---|---------------|
| 1 | The State of Macroeconomics – Introduction | 6hrs |
| | 1.1 What macroeconomics is about? 1.2 Basic Concepts and Methods of Macroeconomics Analysis 1.3 Macroeconomic Goals and Instruments 1.4 The State of Macroeconomics: Evolution and Recent Developments Classical macroeconomics Keynesian macroeconomics Neo-classical macroeconomics | |
| 2 | National Income Accounting | 8hrs |
| | 2.1 The concepts of GDP and GNP 2.2 Approaches of measuring national income (GDP/GNP) 2.3 Nominal versus Real GDP 2.4 The GDP Deflator and the Consumer Price Index 2.5 GDP and Welfare 2.6 The Business Cycle Unemployment and Inflation | |
| 3 | Aggregate Demand in the closed Economy | 14hrs |
| | 3.1. Foundations of Theory of Aggregate Demand 3.2. The Goods Market and the IS curve 3.3. The Money market and the LM curve 3.4. The Short Run Equilibrium 3.5. From the IS-LM to Aggregate demand | |
| 4 | Aggregate Demand in the Open Economy | 12hrs |
| | 4.1. International flows of Capital Goods 4.2. Saving and Investment in the Small Open Economy 4.3. Exchange rates 4.4. The Mundell-Fleming model 4.5. fiscal and monetary policies in an open economy with perfect capital mobility ✚ Fixed exchange rate ✚ Floating exchange rate 4.6 Limitations of the Mundell-Fleming model | |

| | | |
|----------|--|-------------|
| 5 | Aggregate Supply | 8hrs |
| | 5.1.Introduction 5.2. The Classical Approach to Aggregate Supply 5.3. The Keynesian approach to Aggregate Supply 5.3.1. The Sticky Price model 5.3.2. The Sticky Wage Model 5.3.3. The worker- misperception model 5.3.4. Imperfect information Analysis | |

Teaching and Learning Methods

- lecture
- group discussions
- debates and presentation

Assessment Methods

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|--|--------------|---|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Individual or Practical group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | FA 4 class participation 10 % | | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbooks

- N. Gregory Mankiw, 2007, Macroeconomics 4th edition Worth Publishers USA

References

- William H. Branson, 2006 Macroeconomic Theory and Policy
- Dornbusch, R. and S. Fischer: Macroeconomics
- Colander, 2001. Macroeconomics 4th edition New York
- Eduard Shapiro, 2007. Macroeconomic Analysis 5th edition New Delhi

- Frederick Mishkin, 1998. The Economics of Money, Banking and Financial Markets 5th edition USA.
- Olivier Blanchard, 1997. Macroeconomics Prentice Hall Inc. New Jersey USA

37. Course Title: Civics and Ethical Education

Course Code: CvEt1021

Credit Hours: 3

Prerequisite: No Prerequisite

Academic Year:

Course Coordinator:

Course Description

Civic education deals with the subject matter of democratic governance. It is believed that the course will help the student develop democratic thinking. The course, in its first, two introductory chapters focuses on the importance of the civic education, the subject matter of state formation, forms of state. The third chapter of the course discusses citizenship, civic participation, democracy and its principles are dealt within chapter five, and democratic elections are discussed in chapter six.

Course Objectives

After completing the course, students will be able to:

- understand the constitutional rights & duties of citizens;
- explain the relationship of these constitutional rights & duties with the country's custom, history, economic, political & social conditions;
- know why, by whom & in what manners the laws of their country- especially the constitution is promulgated.

Course Contents

| Chapter | Topic | TimeAllotted |
|----------------|---|---------------------|
| 1 | The Context of Civic Education to enhance empowerment | 4hrs |
| | 1.1 The importance of Civic Education 1.2 The Subject matter of Civic Education 1.3 The study of Civic Education in the Ethiopian Context | |
| 2 | Historical survey on State Formation | 6hrs |
| | 2.1 The development of human society as a prerequisite for the emergence of the state 2.2. The Origin and Development of the state | |

| | | |
|----------|---|--------------|
| 3 | Citizenship and Civic Participation | 5hrs |
| | 3.1 What do we understand by the terms " Citizen" and " Citizenship"? 3.2 The legal and social basis of citizenship 3.3 The role of the citizen 3.4 .Responsibility of the citizen 3.5 . Rights of the citizen 3.6 A rationale for civic participation | |
| 4 | Democracy and Democratic Government | 5 hrs |
| | 4.1. The Culture of democracy 4.2. The Concept and Practices of democracy 4.3. The two categories of democracy 4.4. Democratic Principles | |
| 5 | The Principles of Check and Balance in Democratic System of Government | 6hrs |
| | 5.1. The Principle of Accountability and transparency 5.2. The principle of Separation of Powers 5.3. Federalism 5.4. Classification of Fundamental rights and Freedom 5.5. Implementation of Human and Democratic Right | |
| 6 | Democratic Elections and Citizen's Participation | 6hrs |
| | 6.1 The Concepts, significance and functions of elections 6.2. What type of Elections exist? 6.3. Features of democratic elections 6.4. Significance of participation of political parties in Elections | |

Teaching & Learning Methods

- Lectures
- Group Discussion
- Question & Answers
- Brainstorming
- Crossover groups
- Presentation
- Term paper

Assessment Methods

| | | | |
|-----------------------------|--------------------|--------------------|---------------------------------|
| Formative Assessment | FAT 50% | SAT 50% | Grand Total 100% |
|-----------------------------|--------------------|--------------------|---------------------------------|

| | | | | | | | |
|--|--------------|---|--|--|--|--|--|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | FA 4 class participation 10 % | | | |
| FA1 A | FA1 B | | | | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Textbook

- Kassaye Amare, Fundamental of Civic And Ethical Education, 2007

References

- Alamiraw Gmariam, College Civic and Ethical Education,
- Copin, William d. (1980) Introduction to International Politics (third edition) (New Jersey Engel Wood Cliffs).
- Nohlen, Dieter (1996) Elections and Electoral Systems (Second) Macmillan India).
- Parry, Maoyser and Day (1992) Political Participation and Democracy in Britain (Cambridge University Press)

38. Course Title: Strategic Management

Course Code: Mgmt2142

Credit Hours: 3

Prerequisite: Mgmt2141

Academic Year:

Course Coordinator:

Course Description

| Chapter | Topic | TimeAllotted |
|---------|-------|--------------|
|---------|-------|--------------|

| | | |
|-------------------------------|---|--------------|
| 1 and 2 | Introduction | 4hrs |
| | 1.1. Defining strategic management 1.2. Stages of strategic management 1.3. Key terms in strategic management 1.4. The strategic management approach 1.5. Benefits of strategic management 1.6. Business ethics and corporate social responsibility | |
| 2 and 3 | Strategies in Action | 6hrs |
| | 2.1. Types of strategies 2.2. Guidelines for pursuing strategies 2.3. Michael Porter's generic strategies | |
| 4 and 5 | The Business Mission | 5hrs |
| | 3.1 3.1. The importance of a clear mission 3.2 3.2. The nature of business mission 3.3 3.3. Components of a mission statement | |
| 5 and 6 | External Environmental Analysis | 5 hrs |
| | 4.1. The nature of external audit 4.2. Sources of external information 4.3. Forecasting tools and techniques 4.4. Competitive analysis: Porter's five forces model | |
| 6 | Internal Environment Assessment | 6hrs |
| | 5.1. The nature of an internal audit 5.2. Relationship among the functional areas of business | |
| 8, 9, & 10 | Strategy Analysis and Choice | 6hrs |
| | 6.1. The nature of strategy analysis and choice 6.2. Long term objectives 6.3. A comprehensive strategy formulation 6.4. The decision stage 6.5. BSC model 6.6. The 7'S model | |
| 7, 12, 13, 14 & 15 | Strategy Review, Evaluation and Control | |
| | 7.1. The nature of strategy evaluation 8.2 A strategy evaluation framework 7.2. Published sources of strategy evaluation information 7.3. Characteristics of An effective evaluation system 7.4. The contingency model 7.5. Strategic Control: Control Process 7.6. The nature of strategy implementation | |

| | | |
|--|--|--|
| | 7.7. Key concepts in strategy implementation | |
|--|--|--|

Teaching & Learning Methods

- Lectures
- Group Discussion
- Question & Answers
- Brainstorming
- Crossover groups
- Presentation
- Term paper

| Formative Assessment | | | | FAT 50% | SAT 50% | Grand Total 100% |
|--|--------------|---|--|------------|------------|------------------------|
| FA 1 Quiz (at least two) 20 % | | FA 2 Practical Individual or group work 10 % | FA 3 Individual presentation of the group work 10 % | | | |
| FA1 A | FA1 B | | | | | |
| | | | FA 4 class participation 10 % | | | |

Key:

- FA: Formative Assessment
- FAT: Formative Assessment Total
- SAT: Summative Assessment Total

Reference Books

- Fred R. David, strategic management, sixth edition, Prentice Hall, New York, 1997
- McCarthy, Minichello & Curran Business policy and strategy, concepts and readings; Richard D. Irwin Inc.
- Thompson, Jr & Strickland III; Strategic management, concepts and cases, Irwin McGraw-Hill.
- Pearce II & Robinson Jr. Strategic management, strategy formulation and implementation; AITBS Publishers and distributors, Delhi.

- AzharKazmi; Business policy and Strategic Management Tata McGraw- Hill publishing Co. Ltd.
- George Luffman, Edward Lea, Stuart Sanseron&Barin Kenny; Strategic management, an analytical introduction; Blackwell Publishers Ltd.
- FranisCheruילam; Business policy and strategic management; Himalaya publishing Houses.
- David Asch & Cliff Bowman; Readings in Strategic management; The Macmillan press Lts.
- Fred R. David Strategy Management Prentice Hall, New Jersey six edition.
- Wendy Robson strategic Management and information system, Pitman Publishing 1997.
- Cliff Bowmen and David Asch Managing strategy Macmillan Business 1996.
- Peers/Robinson, strategic management and any other business policy and Strategy book can be used as a reference