National 5 Accounting

# Course Rationale

The key purpose of this Course is to help learners’ understand and use financial information, allowing them to prepare accounting statements, and analyse, interpret and report on an organisation’s financial performance.

# Course Content

**The course is divided into 2 areas; Financial Accounting and Management Accounting.**

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| **Financial Accounting**Sole Trader - theoryRole of Financial AccountantBusiness DocumentsPreparing Ledger AccountsPreparing a Trial BalanceFinancial Statements of a Sole TraderCorrection of ErrorsSources of FinanceRatio Analysis  | **Management Accounting**Role of management accountantCosting theoryInventory record cardsLabour costingOverhead analysisJob costingBreak evenBudgetingDecision-makingSpreadsheets  |

# Skills

**The following summarise the ‘main’ skills being developed throughout this course**

* Prepare and present a range of straightforward accounting statements
* Select straightforward accounting information to determine business revenues, costs and profits
* Use ICT to produce and communicate straightforward accounting information in a range of contexts
* Evaluate business success on the basis of accounting information
* Prepare, interpret and analyse a range of accounting information
* Using accounting techniques, in familiar context, to facilitate decision-making
* Apply knowledge and understanding of fundamental accounting concepts and theories

# Course Assessment

Question Paper – 72% (sat at the exam diet in May)

Assignment – 28% (carried out in class, in March and sent to the SQA to be marked)

The question paper will test pupils’ skills, knowledge and understanding of accounting concepts. This will be performed under exam conditions during the main diet of exams in May.

The assignment will take place in March, under exam conditions and within class time. Pupils work will then be sent to the SQA for external marking. The assignment will test pupils’ ability to use numeracy and ICT in an accounting context in order to prepare a range of accounting information.

# Progression

Successful candidates at National 5 level can progress to Higher level.

# Career Pathways

Accounting Technician Banking Customer Service Advisor Bookkeeper

Any work within a Finance Department within a Business