



STUDYDADDY

**Get Homework Help
From Expert Tutor**

Get Help

Diploma in Accounting and Finance

ASSIGNMENT 3: ETHICAL BEHAVIOUR AND CORPORATE GOVERNANCE & CORPORATE REPORTING

Contents

Assessment Guidelines	2
Context	2
Confidentiality	2
Assessment Criteria and Mark Sheets	2
Tutor Guidance	2
Word Count	2
Referencing and Professionalism	3
Plagiarism and Collusion	3
Assignment 3a: Enhancing Ethical Behaviour and Corporate Governance	4
Task 1	4
Task 2	4
Task 3	4
Task 4	5
Assignment Word Count	5
Assignment 3a: Criteria and Mark Scheme	6
Assignment 3b	8
Task 1	8
Task 2	8
Task 3	8
Task 4	9
Assignment Word Count	9
Assignment 3b: Criteria and Mark Scheme	10
Assessment Criteria for all Assessments	12

Assessment Guidelines

Learners must complete the tasks given in the assignment brief. Learners are able to request assistance from tutors about completing the tasks, mark schemes and grade descriptors. Learners are expected to adhere to policies and guidelines set out by the centre which includes word/page/slide count, and plagiarism/collusion.

Context

Learners are required to refer to the guidance notes and assignment brief in order to present an answer that would fall within the required context.

Confidentiality

Learners must seek permission and advice when using organisational/business information that would be considered sensitive or confidential within their assignments. **If the organisation's consent is given, and anonymity is a given requirement of the organisation, then the learner must respect this.**

Assessment Criteria and Mark Sheets

The assignment brief will include the mark scheme along with grade descriptors for learners to refer to if needed. The guidance notes before the assignment questions should be used for reference in order to ensure that learners are equipped with the information and formats required. Learners are requested to obtain necessary advice on assignment context, format and other supporting information to clarify and help understand the requirements.

The assessment criteria and the mark sheets will help learners identify how and where the marks have been allocated and allow them to structure their answers accordingly.

Tutor Guidance

Learners are allowed **one piece of feedback** for draft answers they present. Any subject-related questions relating to the module can also be directed to the tutor.

Word Count

It is mandatory that learners adhere to the specified word count given in the assignment brief within a margin of $-/+10\%$. For certain tasks, the assignment brief may specify the page count depending on the task requirement, and although a word count may not be applicable for these, the page count must be adhered to at all times. All tables, charts, diagrams, referencing (in-text) will be considered a part of the assignment word count.

If the task requires learners to make a presentation, the word count will only be applicable to the notes provided. The assignment questions may also specify the number of slides, in which case the learners are also required to adhere to this.

Any supporting documents used to reinforce the learners answer need to be attached at the end of the report as appendices. Such supplementary material will equip the examiner with the required background knowledge on the information provided within the report. However, these will not be considered for grading nor as part of the word/page count.

All assignments submitted with clear disregard for the stipulated page/word counts may be discounted, and the learner may have to resubmit his/her work for assessment pending revision/review of their work.

Referencing and Professionalism

To ensure that learners follow a professional stance at all times, they need to:

- Use Harvard referencing for all citations and references (including in-text)

- Use professional, formal English in presenting their work

- Learners must refrain from writing in a first-person perspective (i.e. 'I', 'We', 'Me' etc. should not be used within the answer).

Learners should bear in mind that considerable marks are awarded for format and presentation. Therefore, referencing and professionalism will be assessed in every task.

Plagiarism and Collusion

Plagiarism and collusion will be considered an academic offence and will be dealt with as a serious issue.

Plagiarism can be defined as: the presentation of the work of another author without appropriate referencing and/or attribution (leading to the false assumption that the learner is the originator of the text).

Collusion can be defined as a circumstance in which: two or more learners present work with distinct similarities in concept and ideas.

Learners must have access to valid plagiarism software (i.e. Turnitin) to assess 'similarity index' between their work and work that has been published elsewhere. This Turnitin report must be submitted along with their final assignment scripts for reference purposes.

Excessive referencing (i.e. where unneeded/irrelevant) will also be considered an academic offence, which will lead to learners being penalised in marks awarded for structure and format of their work or, in serious cases, leading to the work of learners being discounted as unfit for assessment. Such matters will be decided by academic panel.

Abbreviations Used

EBCG – Ethical Behavior and Corporate Governance

CR – Corporate Reporting

LO – Learning Outcomes

ACs/ PCs – Assessment or Performance Criteria(s)

Assignment 3a: Enhancing Ethical Behaviour and Corporate Governance

Each task constitutes 20% of the overall mark. 10% of the overall marks are to be awarded for the application of critical thinking. 10% of the overall marks are to be awarded as indicated by Structure and Format in the Mark Scheme below.

You have been appointed as Communications Director for a large organisation. This is a new post for the organisation. The focus of your role is on ethical behaviour, corporate governance and corporate reporting. The Chairman of the Board is still uncertain about what value your role will offer. You should use the tasks in this assignment to convince her.

Your work should include a brief introduction to a large organisation of your choice that meets the above requirements. It is essential that you develop your evidence in the context of your chosen organisation.

Task 1

The Chairman of the Board wants to understand the legal framework that affects the corporate behaviours and financial reporting of the organisation.

- a) Analyse and evaluate **THREE** laws or practices that affect the corporate behaviours and financial reporting of the organisation
- b) Explain what impact each of these would have on the organization's operations

EBCG – LO 1 (pcs 1.2, 1.3)

Task 2

- a) Explain the nature of accounting and professional institutes that represent accountants
- b) Identify the role of the Board for your chosen organisation and explain its governance responsibilities
- c) Evaluate how **TWO** risks associated with the corporate governance for your chosen organisation could be managed to achieve good corporate governance

EBCG – LO1 (pc 1.1)

LO 4 (pcs 4.1, 4.2)

Task 3

The Chairman of the Board want to be sure that the way in which financial reporting is presented is meeting the needs of stakeholders.

- a) Evaluate the way in which your chosen organisation's financial reporting is impacting on a range of stakeholders

EBCG – LO 3 (pcs 3.1, 3.2)

Task 4

The Chairman of the Board is beginning to accept the value of your role as Communications Director. She has asked you to address the following contemporary challenge.

- b) Explain the significance of corporate governance and ethical behaviour for your chosen organisation
- c) Explain and critically evaluate **ONE** contemporary ethical issue arising in relation to the organization's corporate activity
- d) Evaluate **TWO** solutions that could be applied to overcome the issue you have identified
- e) Explain how the issue and the solution could be communicated to stakeholders in an appropriate and understandable format

EBCG – LO 2 (pcs 2.1, 2.2, 2.3)

LO5 – (pcs 5.1, 5.2)

Assignment Word Count

Report word count: 2000 words

Assignment 3a: Criteria and Mark Scheme

Assessment Criteria	Marks Allocated	Comments	Mark Given
<p>Task 1: LO1</p> <p>1.2: Analyse and evaluate the law and practices prevailing in the national and international context as they affect corporate behaviours and financial reporting.</p> <p>1.3: Critical application of the laws and practices to the national and international perspective.</p>	20	<p>The governance laws and practices prevailing in the national and international context: the rules followed by the governments of different nations, evaluation of impact of laws and practices affecting corporate behaviour in selected cases. Impact on transnational companies.</p>	
<p>Task 2: LO1</p> <p>1.1: Explain what a profession is and the professional institutes representing accountants</p> <p>LO4</p> <p>4.1: Identify the principal approaches to governance.</p> <p>4.2: Identify the risks involved and evaluate how they could be managed to achieve good corporate governance.</p>	20	<p>Discussion of accounting as a profession, its regulation and codes of professional conduct.</p> <p>Role of the board and its governance responsibilities.</p> <p>Principles of good corporate governance</p> <p>Remuneration of directors and senior executives, transparency and conflicts of interest, risk and risk management</p>	
<p>Task 3: LO3</p> <p>3.1: Identify the range of stakeholders for a selected organisation and context.</p> <p>3.2: Evaluate the impact of financial reporting on the range of stakeholders identified.</p>	20	<p>The types of stakeholders available and their importance, selected case studies.</p> <p>The meaning of financial reporting and the external financial statements and notes to financial statements, impact of current practices for CSR issues. Impacts on local producers. Auditing and reporting requirements, strategic audits and directors' statements.</p>	
<p>Task 4: LO2</p> <p>2.1: Identify and explain the significance of corporate governance and ethical behaviour in selected cases</p> <p>2.2: Critical evaluation of ethical issues arising in relation to corporate activity.</p> <p>2.3: Evaluate solutions identified to overcome the issues</p> <p>LO5</p> <p>5.1: Evaluation of CSR and governance issues in selected contexts.</p>	20	<p>Corporate governance and ethical behaviour, selected cases e.g. west African clothing industry and imports of second-hand clothing from Europe, cut flower export industry in Kenya etc.</p> <p>Agency theory which involves directors controlling the company whilst shareholders own the company, transparency of beneficial ownership etc.</p> <p>Transfer pricing, revenue and profit recognition and impact on tax liability in selected contexts.</p> <p>Accountability and Ethics.</p>	

5.2: Communication of issues identified in an appropriate and understandable format		Application of governance rules and principles. Identification of solutions to ethical issues and their evaluation.	
Application of critical thinking	10		
Structure and format Relevance to the tasks Use of supporting concepts and frameworks Professional tone and required format Harvard references, including in-text citations	10		
Total Mark	100		

Assignment 3b

Each task constitutes 20% of the overall mark. 10% of the overall marks are to be awarded for the application of critical thinking. 10% of the overall marks are to be awarded as indicated by Structure and Format in the Mark Scheme below.

The Chairman of the Board for your chosen organisation is satisfied with your appointment as Communications Director. She now wants to add value to the organization's corporate reporting function.

To complete the tasks below, you will need to gather a range of financial information about your chosen organisation. This can include published financial accounts.

Task 1

- a) Compare and contrast **TWO** accounting concepts or theories
- b) With reference to **ONE** of your chosen concepts or theories, explain how your chosen organisation presents and uses accounting information
- c) Evaluate **TWO** ways in which the accounting information of your chosen organisation could be exploited

CR – LO 1 (pcs 1.2, 1.3)

CR – LO 31 (pcs 3.1, 3.2)

Task 2

- a) Evaluate the impact of **TWO** main regulatory frameworks on your chosen organisation
- b) Critically analyse the impact of **TWO** specific accounting regulations on your chosen organisation

CR – LO 2 (pc 2.1)

CR – LO 6 (pcs 6.1, 6.2)

Task 3

- a) Using the published financial accounts and other financial information you have gathered about your chosen organisation, explain how **TWO** contrasting accounting calculations have been implemented
- b) Interpret the financial information gathered about your chosen organisation
- c) Critically assess the financial position of your chosen organisation based on your interpretation of the financial information gathered

CR – LO 4 (pc 4.1)

CR – LO 5 (pcs 5.1, 5.2)

Task 4

- a) Evaluate the accounting practices and policies applied by your chosen organisation
CR – LO 7 (pcs 7.1, 7.2)

Assignment Word Count

Report word count: 2000 words.

Assignment 3b: Criteria and Mark Scheme

Assessment Criteria	Marks Allocated	Comments	Mark Given
<p>Task 1: LO1</p> <p>1.1: Identify the main sources of regulatory frameworks.</p> <p>1.2: Identify and explain the current presentation and uses of accounting information.</p> <p>1.3: Evaluate the exploitation of accounting information.</p> <p>LO3</p> <p>3.1: Identify accounting concepts and theories.</p> <p>3.2: Assess the concepts and theories identified.</p>	20	<p>History of accounting standards and regulatory frameworks, preparation of group accounts. UK Financial Conduct Authority and Financial Reporting Council requirements for corporate reporting and audit.</p> <p>Usefulness of accounting information, views of the business, accuracy of directors' reports, requirement for and purpose of strategic reviews.</p> <p>The current regulatory framework and financial reporting.</p> <p>External auditing, accounting standards etc.</p> <p>Choices when presenting accounting information, tax avoidance strategies, transfer pricing, corporate domicile</p> <p>Accounting concepts and theories. Purpose of accounting, use of accounting information for business decision-making, consistency of reporting over time, fair views of the business</p>	
<p>Task 2: LO2</p> <p>2.1: Identify and evaluate the impact of regulatory frameworks on businesses</p> <p>LO6</p> <p>6.1: Identify specific accounting regulations for the chosen sector.</p> <p>6.2: Critical analysis of the specific accounting regulations identified.</p>	20	<p>Current Regulatory frameworks and their impact.</p> <p>International Financial Reporting Standards, tax domicile, revenue and profit reporting and recognition.</p> <p>Accounting regulations, advantages and disadvantages of chosen regulations, alternatives.</p> <p>Effectiveness of accounting regulations in dealing with contemporary issues e.g. transfer pricing, tax avoidance, beneficial ownership etc.</p>	

<p>Task 3: LO4</p> <p>4.1: Identify appropriate accounting calculations and implement their computation.</p> <p>LO5</p> <p>5.1: Interpretation of the accounting information gathered.</p> <p>5.2: Critical assessment of the accounting information gathered.</p>	20	<p>Cash flow statements.</p> <p>Accounting for non-current assets including intangibles, government grants, research and development.</p> <p>Accounting for taxation including deferred taxation and tax avoidance.</p> <p>Accounting for long term contracts.</p> <p>Group accounting - acquisition basis - including goodwill, non-controlling interest, inter-company transactions, statements of comprehensive income and statements of financial position.</p> <p>Issue and redemption of shares and debt.</p> <p>Accounting for company failure – liquidations.</p> <p>Obtaining financial information for selected organisations, sources of accounting information, interpretation and evaluation of accounting information from selected business cases, using published company accounts. Inaccurate reporting cases and issues (e.g. Enron, Goldman Sachs, BHS etc.)</p>	
<p>Task 4, LO7</p> <p>7.1: Identify key accounting practices and policies</p> <p>7.2: Evaluate the key accounting practices and policies identified.</p>	20	<p>Accounting policies and practices. Evaluation of their usefulness and possible improvements</p> <p>Group accounting - acquisition basis - including goodwill, non-controlling interest, inter-company transactions, statements of comprehensive income and statements of financial position.</p> <p>Issue and redemption of shares and debt.</p> <p>Accounting for company failure – liquidations.</p>	
Application of critical thinking	10		
<p>Structure and format</p> <p>Relevance to the tasks</p> <p>Use of supporting concepts and frameworks</p> <p>Professional tone and required format</p> <p>Harvard references, including in-text citations</p>	10		
Total Mark	100		

Assessment Criteria for all Assessments

Marks	Criteria
70-100	<p>The answer submitted has an outstanding result with negligible number of mistakes.</p> <p>The answer shows an appreciative level of knowledge and clear understanding of related models, theories and frameworks. Analytical techniques used show the wide area of knowledge the student has.</p> <p>The ability to apply and contextualize the models, theories and frameworks are clearly recognisable.</p> <p>The analysis and the use of research data, as well as the ability to use the data to reach acceptable and accurate conclusions is exceptional.</p> <p>Answers show independent thought and clarity of the student answer has led to an overall focused and evaluative answer.</p> <p>The answer has followed proper Harvard referencing.</p>
60-69	<p>The answer shows an above average standard with few errors.</p> <p>The answer shows a decent level of knowledge and fairly clear understanding of related models, theories and frameworks. The use of analytical techniques is obvious throughout the answer in a manner that reflects a very good level.</p> <p>The ability to apply and contextualise the models, theories and framework are of a good standard.</p> <p>The analysis and the use of research data, as well as the ability to use the data to reach acceptable and accurate conclusions is above average levels.</p> <p>Answers show independent thought and clarity of the student answer has led to an overall focused and evaluative answer with little inconsistency.</p> <p>The answer has followed proper Harvard referencing.</p>
50-59	<p>The answer shows an above average standard with errors.</p> <p>The answer shows a general level of knowledge and fairly clear understanding of related models, theories and frameworks. The use of analytical techniques is obvious throughout the answer in a manner that reflects a good level.</p> <p>The ability to apply and contextualise the models, theories and framework are of a reasonable standard. But the link between theory and practical knowledge appears to be restricted.</p> <p>The answer shows more assumptions than conclusive evidences and valid arguments. However, the ability to interpret and evaluate is evident.</p> <p>Answers show independent thought and clarity of the student answer has led to an overall focused and evaluative answer with some inconsistencies.</p> <p>The answer has followed Harvard referencing in the bibliography at an acceptable level.</p>
40-49	<p>There are several shortcomings throughout the answer.</p> <p>The knowledge level reflected in the answer is limited especially in understanding of related models, theories and framework.</p> <p>The case material has been repeated instead of evidencing knowledge.</p> <p>The use of analytical techniques is inadequate.</p> <p>A certain level of relevance is evident in Harvard referencing.</p>
30-39	<p>Answer submitted is quite weak and lacks proper focus.</p> <p>There are number of poor grammar and spelling errors.</p> <p>The lack of understanding in subject knowledge, related models, theories and frameworks is evident.</p> <p>Contextualisation, interpretation, and evaluation are of a poor standard.</p> <p>Reflects only basic levels of Harvard referencing in the bibliography.</p>
0-29	<p>Requires more work on answering skills.</p> <p>There is very little evidence of appropriate subject knowledge.</p> <p>The use of models, theories and frameworks is quite poor.</p> <p>The analytical skills and contextualization is almost non-existent.</p> <p>Answer produced has little relevance to the assignment briefs.</p> <p>The overall output is well below the required standard.</p> <p>Considerable amount of work is needed as the overall answer it quite poor and unacceptable.</p>

The overall Pass Mark as agreed by all members of the Centre Assessment and Awards Panel (CAAP) for this Assignment is 40%.



STUDYDADDY

**Get Homework Help
From Expert Tutor**

Get Help