

**Subject:** Finance and Accounting**I. General information**

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| <b>Organization unit</b>   | Faculty of Physical education<br>Chair: of Economics, Management and Organization<br>Chairman: Prof dr hab. J. Żyśko |
| <b>Course name</b>   | Finance and Accounting   |
| <b>Subject code</b>  | 18/4/I/T   |
| <b>Teaching language</b>   | English  |
| <b>Type of subject<br/>(obligatory/ facultative)</b>             | Obligatory   |
| <b>Level of studies (eg. bachelor, master)</b>                   | Bachelor   |
| <b>Study year</b>  | I  |
| <b>Semester</b>  | I  |
| <b>ECTS points</b>   | 4  |
| <b>Teacher</b>   | Jacek Oleksiejuk   |
| <b>Studies program in which the subject is realized</b>          | Tourism and recreation   |
| <b>Method of realization<br/>(stationary/ distance learning)</b> | Stationary   |
| <b>Prerequisites</b>   | Principles of economics, principles of management.   |

**II. Detailed Information****Course aims and objectives**

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|----|---|
| A1 | This subject demands basic knowledge in the field of Finance and Accounting<br>Students should know basics of public and private Finance. |
| A2 | Students get knowledge about financial planning   |

**Learning outcomes**

| Learning outcome          | Subject's learning outcomes  |
|---------------------------|--|
| <b>Knowledge</b>          |  |
| K_W12                     | knows the basic economic and financial terms, understands the functioning of economic mechanisms in the micro- and macro-economic scale; understands the mutual interaction of tourism, recreation and economy |
| K_W19                     | knows the general principles of establishing and developing an individual enterprise typical for tourism and recreation  |
| K_W20                     | knows and understands the mechanisms of establishing a tourist product and a recreational offer for various social groups  |
| <b>Skills</b>             |  |
| K_U08                     | is able to obtain and use the information necessary for conducting tourist and recreational activities   |
| K_U12                     | has the ability to recognize the conditions of functioning of entities organizing tourism and recreation on the basis of fundamental economic and social indicators  |
| <b>Social Competences</b> |  |
| K_K04                     | cooperates and works in a team, taking various roles   |

### Syllabus contents

| No                                | Title   |
|-----------------------------------|---|
| <b>Classes/ Practical classes</b> |   |
| 1.                                | Basic notions and definitions about finance (2 hours)   |
| 2.                                | <ul style="list-style-type: none"> <li>Accounting: definition, financial accounting and managerial accounting, subject of accounting, objects of accounting, basic concepts and rules, accounting standardization – IAS/IFRS, US GAAP, EU Directives etc. (2 hours)</li> </ul>  |
| 3.                                | <ul style="list-style-type: none"> <li>Financial statements: definition, basic users and their needs, basic reports: balance sheet, profit &amp; loss account, cash-flow statement etc.</li> <li>Balance sheet by IAS/IFRS: definition, balance concept and balance equation, assets: basic categories characteristics (fixed, current), equities and liabilities basic characteristics, net assets, net current assets. (2 hours)</li> </ul> |
| 4.                                | <ul style="list-style-type: none"> <li>Profit &amp; loss account by IAS/IFRS: revenues and costs, P&amp;LA versus balance sheet, kinds of revenues and costs according to P&amp;LA segments: operating, financial and extra events, nature (comparative) and functional version of P&amp;LA. (2 hours)</li> </ul>   |
| 5.                                | <ul style="list-style-type: none"> <li>Accounting (book) record and T-account, basic categories connected with T-account: sides, beginning and ending balance, debiting and crediting of account, double-entry recording, balance and temporary accounts, ledger and journal etc. (2 hours)</li> </ul>  |
| 6.                                | Cash-flow statement: concept, basic segments by IAS/IFRS (operation, investment and financial), main types of inflows and outflows according to segments, direct and indirect methods of statement preparation.(4 hours)  |
| 7.                                | IAS/IFRS accounting for basic accounting categories, including: recognition, measurement, valuation, documentation, presentation in financial reporting:  |

|     |  |
|-----|--|
|     | <ul style="list-style-type: none"> <li>• cash and cash equivalents, financial instruments (cash turnover, bank turnover, money equivalents, capital and debt instruments);</li> <li>• account receivables and account payables, trade, public, employees, for financial instruments, credits and loans etc.,</li> <li>• stocks (inventories): raw materials, goods, final products and semi-products; LIFO, FIFO, AVCO methods of valuation (4 hours)</li> </ul>   |
| 8.  | <p>Long-term investments (financial assets): capital and debt securities, business combinations: significant influence (more than 20% of net assets) and control (more than 50% of net assets), consolidated financial statement,</p> <ul style="list-style-type: none"> <li>• other: equities, provisions, deferred expenses, deferred revenues (4 hours)</li> </ul>  |
| 9.  | <p>Financial planning by using financial statement</p> <ul style="list-style-type: none"> <li>• Understand the Financial Planning process model</li> <li>• Identify the assumptions that will be required to produce a financial plan</li> <li>• Practice Financial Planning analysis using MS Excel.</li> </ul> <p>Analysis of tourism supply data (changes, forecasts, leaders). Tourism impact on economy. Analysis of European Union tourism market. Analysis of chosen tourism markets. (4 hours)</p> |
| 10. | Repetition of material. (4 hours)  |

**1 ECTS point = 30 hours students work (contact + self study)**

| <b>TYPES OF CLASSES</b>                               | <b>HOURS</b>       |
|---|--------------------|
| 1. Contact classes                                    | 30 hours- 1 point  |
| 2. Students' preparations of the presentations        | 30 hours- 1 point  |
| 3. Self study as preparation to the written exam      | 30 hours- 1 points |
| 4. Self study as reading text prepared by the teacher | 30 hours- 1 point  |
| <b>Total = 120 hours- 4 ECTS</b>                      |                    |