



APPLIES TO ACADEMIC YEAR 2016/2017

REV 3408 Organizing Business and Accounting

Programme

Bachelor of Auditing (1. year)

Responsible for the course

Tor Olav Nordtømme

Department

Department of Accounting - Auditing and Business Analytics

Term

According to study plan

ECTS Credits

7,5

Language of instruction

Norwegian

Introduction

The main topic of the course is to introduce internal control as one of the tools for efficient corporate governance and to discuss challenges when establishing well-functioning accounting routines that focus on control and compliance, particularly with regards to the bookkeeping and accounting regulations.

Learning outcome

After completing the course, the students have

- Knowledge about the COSO-model as a general framework for internal control
- Basic knowledge about the accounting legislation and other relevant regulations that affect accounting routines
- Knowledge about control activities related to ICT systems
- Knowledge about the most relevant business processes and routines

Acquired knowledge

Acquired skills

After completing the course, the students are able to:

- Identify, assess and understand risk, including risk in the ICT systems
- Design efficient routines for internal control that address both generic and more business specific control challenges
- Design accounting routines that focus on accounting legislation compliance

Reflection

After completing the course the students shall have required a deeper understanding about the complexity of internal control, as well as the understanding of corporate governance being business specific, requiring knowledge about organizational culture and the management challenges that occur when individual and collective behavior must change.

Prerequisites

Compulsory reading

Books:

Moen, Tove-Gunn og Bjørgunn Havstein. 2014. Regnskapsorganisering : bokføring og intern kontroll. 6. utg. Cappelen Damm akademisk. 260 s

Recommended reading

Books:

Moen, Tove-Gunn og Havstein Bjørgunn. 2015. Regnskapsorganisering oppgavesamling. 6. Cappelen-Damm Akademisk

Moen, Tove-Gunn, Ingjerd Moen og Terje Tvedt. 2015. Bokføringsloven. 9. utg. Den norske revisorforening : DnR kompetanse (Fagbokforlaget)

Course outline

- Internal control as a part of corporate governance
- The COSO model
- Risk management
- White-collar crime
- The accounting legislation, incl. the most relevant bookkeeping standards
- Handling of VAT, salaries and personnel related transactions
- The structure of accounting systems
- Risk in the ICT systems
- Efficient accounting routines in various business processes

Computer-based tools

None.

Learning process and workload

The course consists of 42 hours of lectures over one semester.

Recommended use of time for the students:

Activity	Hours
Class participation	42
Preparation for lectures/literature	50
Work on assignments	40
Self-study/colloquia	50
Preparation for the examination	18
Recommended total use of time	200

E-learning

In course delivery as online courses or evening classes, will lecturer, in collaboration with the Academic Services Network and evening studies, organize an appropriate combination of digital and class room teaching. Online students are also offered a study guide, which will help progression and overview. Total recommended amount of time for completion of the course also applies here.

Use of hours**Examination**

The course is concluded by a three-hour individual written examination.

Examination code(s)

REV 34081 –Written examination, counts 100% toward the grade for the course REV 3408 Organizing Business and Accounting, 7.5 credits.

Examination support materials

No support materials are allowed.

Re-sit examination

Re-sit examination is offered every term.

Additional information