

Accounting

Essential Bridging Work

If you intend to enrol on this course you must complete the following bridging work ahead of your first lesson and bring it with you. It should take you about 3 hours to complete the work.

Topic	<p>Introduction to Accounts</p> <p>Within accounting there are many basic key terms which you will need to know, along with standard layouts that must be used. You will also need to be able to identify the different stakeholders who will be interested in the final accounts of a business and the reasons why. This bridging work is designed to introduce these to you, they are the initial building blocks and there will be exercises and tasks based around these constantly throughout the year.</p>																								
Task	<p>Research</p> <ol style="list-style-type: none"> 1. What is the purpose of accounting? 2. What is a stakeholder? 3. Identify 5 stakeholders a business might have and discuss what their interests in the business might be 4. Define the following accounting terms <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Assets</td><td></td></tr> <tr><td>Liabilities</td><td></td></tr> <tr><td>Capital</td><td></td></tr> <tr><td>Fixed assets</td><td></td></tr> <tr><td>Current liabilities</td><td></td></tr> <tr><td>Long-term liabilities</td><td></td></tr> <tr><td>Debtors</td><td></td></tr> <tr><td>Creditors</td><td></td></tr> <tr><td>Bank Overdraft</td><td></td></tr> <tr><td>Loan</td><td></td></tr> <tr><td>Mortgage</td><td></td></tr> <tr><td>Stock</td><td></td></tr> </table> 5. Obtain two examples of income statements and balance sheets from a business of your choice and write a short essay on what you think the information tells you. 6. Draw a picture of what you think an accountant looks like 😊 	Assets		Liabilities		Capital		Fixed assets		Current liabilities		Long-term liabilities		Debtors		Creditors		Bank Overdraft		Loan		Mortgage		Stock	
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Resources	<p>Online Research</p> <p>You can use any source of information you like but here are some links to get you started.</p> <p>http://www.tutor2u.net/</p> <p>http://www.dineshbakshi.com/igcse-gcse-accounting</p> <p>Go on to YouTube and then search accounting and the topic you are researching</p>																								
Presentation	<p>You can present your work on a written document such as Word or as a PowerPoint Please bring it to your first lesson to be handed in.</p>																								