



Assessment Details and Submission Guidelines	
Trimester	T2 2019
Unit Code	HI5020
Unit Title	Corporate Accounting
Assessment Type	Individual Assignment
Assessment Title	Qualifications and experiences that employers seek from Corporate Accountants
Purpose of the assessment (with ULO Mapping)	This assignment aims at developing a clear understanding of students on what qualifications and experiences employers seek from Corporate Accountants. Students will have to search and collect a significant number of job advertisements posted by employers in the electronic or print media or in the job search portals throughout the first 8 weeks of their trimester. Based on the collected job advertisements, they will have answer a series of questions and evaluate the qualifications and experiences sought in those advertisements with the learnings objectives, outcomes and contents of the subject. (ULO 1, 2, 3, 4, 5, 6, 7).
Weight	30 % of the total assessments
Total Marks	30
Word limit	3000 words ±500 words
Due Date	Assignment submission: Final Submission of individual Assignment: 11:59 pm Friday, Week 10 Late submission incurs penalties of five (5) % of the assessment value per calendar day unless an extension and/or special consideration has been granted by the lecturer prior to the assessment deadline.
Submission Guidelines	<ul style="list-style-type: none"> All work must be submitted on Blackboard by the due date along with a completed Assignment Cover Page. The assignment must be in MS Word format, no spacing, 12-pt Arial font and 2 cm margins on all four sides of your page with appropriate section headings and page numbers. Reference sources must be cited in the text of the report, and listed appropriately at the end in a reference list using Harvard referencing style.

Assignment Specifications

Purpose:

This assignment aims at developing a clear understanding of students on what qualifications and experiences employers seek from Corporate Accountants. Students will have to search and collect a significant number of job advertisements posted by employers in the electronic or print media or in the job search portals throughout the first 8 weeks of their trimester. Based on the collected job advertisements, they will have answer a series of questions and evaluate the qualifications and experiences sought in those advertisements with the learnings objectives, outcomes and contents of the subject.

Assessment task:

Collect as many job advertisements as possible on the position of 'corporate accountant', 'corporate and management accountant' 'senior accountant', 'tax accountant', 'corporate financial accountant' 'corporate financial and management accountant', 'accountant corporate finance', 'senior financial accountant' 'senior accountant: tax and corporate reporting' or any other similar positions published by Australian employers in electronic or print media or in job search portals (such as seek, Jora, Indeed etc.) from the first week of the Trimester to the week 7 of the Trimester.

Based on your collected advertisements, do the following tasks:

1. How many job advertisements you have collected in total? How many job advertisements you have collected from each sources.
2. Lists the name of the organisations posting the job advertisements and show the industry breakdown of the organisations posting the job advertisements.
3. List all the job titles mentioned in the advertisements that you have collected.
4. List all the personal attributes required from a corporate accountant that have been mentioned in the job advertisements that you have collected.
5. List all the personal attributes required from a corporate accountant that have been mentioned in the job advertisements that you have collected with your detailed understanding of each of the attributes.
6. List all the academic and professional qualifications of a corporate accountant that have been listed in the advertisements that you have collected.
7. Based on the key roles, tasks, responsibilities identified from your collected job advertisements, how those key roles, tasks or responsibilities are related to the topics that you have learned in your MPA unit HI5020 Corporate Accounting.
8. What additional topics, attributes or learnings outcomes are missing from your MPA unit HI5020 Corporate Accounting that are listed on the job advertisement.
9. Critically examine the skills, experience and attributes needed to become a corporate accountant. Also critically evaluate how the topics that you have learned in your MPA unit HI5020 Corporate Accounting have helped you in gaining the skills, experience and attributes needed to become a corporate accountant.

Assignment Structure should be as the following:

Abstract - One paragraph

List of Content

Introduction

Body of the assignment with detailed answer on each of the required tasks

Summary/Conclusion

List of references

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Marking criteria

Marking criteria	Weighting
Abstract	1%
List of content & overall presentation of the assignment	1%
Introduction	1%
How many job advertisements you have collected in total? How many job advertisements you have collected from each sources.	1%
Lists the name of the organisations posting the job advertisements and show the industry breakdown of the organisations posting the job advertisements.	2%
List all the job titles mentioned in the advertisements that you have collected.	2%
List all the personal attributes required from a corporate accountant that have been mentioned in the job advertisements that you have collected with your detailed understanding of each of the attributes.	2%
List all the key roles, tasks, responsibilities of a corporate accountant that have been listed in the advertisements that you have collected and analysed.	4%
List all the academic and professional qualifications of a corporate accountant that have been listed in the advertisements that you have collected.	2%
Based on the key roles, tasks, responsibilities identified from your collected job advertisements, how those key roles, tasks or responsibilities are related to the topics that you have learned in your MPA unit HI5020 Corporate Accounting.	5%
What additional topics, attributes or learnings outcomes are missing from your MPA unit HI5020 Corporate Accounting that are listed on the job advertisement.	3%
Critically examine the skills, experience and attributes needed to become a corporate accountant. Also critically evaluate how the topics that you have learned in your MPA unit HI5020 Corporate Accounting have helped you in gaining the skills, experience and attributes needed to become a corporate accountant.	5%
Conclusion	1%
TOTAL Weight	30%

Marking Rubric

	Excellent	Very Good	Good	Satisfactory	Unsatisfactory
How many job advertisements you have collected in total? How many job advertisements you have collected from each sources.	A large number of job advertisements have been analysed with identification of sources of each individual advertisements	A large number of job advertisements have been analysed. Sources of these advertisements have been mentioned without individual identification	A large number of job advertisements have been analysed. Sources of these advertisement have not been mentioned	A small number of job advertisements have been analysed without identifying the sources of these advertisements	A few job advertisements have been analysed. No sources have been identified.
Lists the name of the organisations posting the job advertisements and show the industry breakdown of the organisations posting the job advertisements.	The organisations posting the job advertisement has been listed with their detail industry break down shown.	The organisation posting the job advertisement has been listed. Industry break-down has been attempted but not complete.	The organisation posting the job advertisement has been listed. No industry break-down has been shown	The organisation posting the job advertisement has been listed incompletely. No industry break-down has been shown	The organisation posting the job advertisement has not been listed. No industry break-down has been shown
List all the job titles mentioned in the advertisements that you have collected.	In the advertisement, corporate accountants may be identified under different titles. All the relevant titles have been identified and listed.	All the relevant titles have been identified and listed.	Relevant titles have been identified, list is incomplete.	An attempts was made to list the titles mentioned in the job advertisement	Did not answer the question or misunderstood the question.
List all the personal attributes required from a corporate accountant that have been mentioned in the job advertisements that you have collected with your detailed understanding of each of the attributes.	A good number of personal attributes required to be a corporate accountant have been identified from the job advertisements with detail explanation of each attribute.	A good number of personal attributes required to be a corporate accountant have been identified from the job advertisements. Explanation of a few attributes have been provided.	A good number of personal attributes required to be a corporate accountant have been identified from the job advertisements. No explanation has been provided for any of the attributes	A small number personal attributes required to be a corporate accountant have been identified from the job advertisements. No explanation has been provided for any of the attributes	Only few/no personal attributes have been identified. No explanation has been provided.

<p>List all the key roles, tasks, responsibilities of a corporate accountant that have been listed in the advertisements that you have collected and analysed.</p>	<p>A good number of key roles, tasks or responsibilities of a corporate accountant that have been mentioned in the job advertisements have been identified. Detailed explanations have been provided for each of the identified roles, tasks or responsibilities.</p>	<p>A good number of key roles, tasks or responsibilities of a corporate accountant that have been mentioned in the job advertisements have been identified. Explanation has been provided for a few of the identified roles, tasks or responsibilities.</p>	<p>A good number of key roles, tasks or responsibilities of a corporate accountant that have been mentioned in the job advertisements have been identified. No explanation has been provided for the identified roles, tasks or responsibilities.</p>	<p>A small number of key roles, tasks or responsibilities of a corporate accountant that have been mentioned in the job advertisements have been identified. No explanation has been provided for the identified roles, tasks or responsibilities.</p>	<p>Only few/no key roles, tasks or responsibilities of a corporate accountant that have been mentioned in the job advertisements have been identified. No explanation has been provided.</p>
<p>List all the academic and professional qualifications of a corporate accountant that have been listed in the advertisements that you have collected.</p>	<p>All the academic and professional qualifications required for a corporate accountants have been identified and listed being informed by the job advertisements.</p>	<p>All the academic and professional qualifications required for a corporate accountants have been identified and listed.</p>	<p>A list of academic and professional qualifications required for a corporate accountants have been identified and listed without linking them to the job advertisements</p>	<p>An attempts has been made to list the academic and professional qualifications needed to become a corporate accountant but was not complete and linked to the job advertisement</p>	<p>Has failed to identify and list the academic and professional qualifications required to become a corporate accountant.</p>
<p>Based on the key roles, tasks, responsibilities identified from your collected job advertisements, how those key roles, tasks or responsibilities are related to the topics that you have learned in your MPA unit HI5020 Corporate Accounting.</p>	<p>Have demonstrated an excellent understanding of the relation of the topics included in the MPA unit HI5020 Corporate Accounting with the key roles, tasks or responsibilities of a corporate Accountant identified from the job advertisements.</p>	<p>Have demonstrated a very good understanding of the relation of the topics included in the MPA unit HI5020 Corporate Accounting with the key roles, tasks or responsibilities of a corporate Accountant identified from the job advertisements.</p>	<p>Have demonstrated a good level of understanding of the relation of the topics included in the MPA unit HI5020 Corporate Accounting with the key roles, tasks or responsibilities of a corporate Accountant identified from</p>	<p>Have demonstrated a very basic or just acceptable level of understanding of the relation of the topics included in the MPA unit HI5020 Corporate Accounting with the key roles, tasks or responsibilities of a corporate</p>	<p>Have demonstrated a poor or no level of understanding of the relation of the topics included in the MPA unit HI5020 Corporate Accounting with the key roles, tasks or responsibilities of a corporate Accountant identified</p>

			the job advertisements.	Accountant identified from the job advertisements.	from the job advertisements.
What additional topics, attributes or learnings outcomes are missing from your MPA unit HI5020 Corporate Accounting that are listed on the job advertisement. What needs to be added or what needs to be omitted?	Excellent discussions on the limitations of MPA Unit HI5020 Corporate Accounting. Have identified the topics that need to be added or omitted with excellent informed reasoning provided in line with the job advertisements.	Very good discussions on the limitations of MPA Unit HI5020 Corporate Accounting has been provided. Have clearly identified the topics that need to be added or omitted. Have shown a good reasoning.	A good discussions on the limitations of MPA Unit HI5020 Corporate Accounting has been provided. Have clearly identified the topics that need to be added or omitted without providing any reasoning. Or the reasoning is not informed by the job advertisement.	A very basic or just acceptable discussions on the limitations of MPA Unit HI5020 Corporate Accounting has been provided. Have mentioned a few topics that need to be added or omitted without providing any reasoning.	Very poor or no discussion on the limitations of MPA Unit HI5020 Corporate Accounting has been provided. Have not identified any topic that need to be added or omitted from the MPA unit HI5020 Corporate Accounting.
Critically examine the skills, experience and attributes needed to become a corporate accountant. Also critically evaluate how the topics that you have learned in your MPA unit HI5020 Corporate Accounting have helped you in gaining the skills, experience and attributes needed to become a corporate accountant.	An excellent discussion on the skills, experience and attributes needed to become a corporate accountant. The discussion is informed by the job advertisements analysed. Have provided excellent discussion linking the skills, experience and attributes learned in HI5020 Corporate Accounting	A very good discussion on the skills, experience and attributes needed to become a corporate accountant. The discussion is informed by the job advertisements analysed. Have provided good discussion linking the skills, experience and attributes learned in HI5020 Corporate Accounting.	A good discussion on the skills, experience and attributes needed to become a corporate accountant. The discussion is informed by the job advertisements analysed. Have attempted to link the skills, experience and attributes learned in HI5020 Corporate Accounting.	A very basic or just acceptable discussion on the skills, experience and attributes needed to become a corporate accountant. The discussion is not informed by the job advertisements analysed. A very basic attempt to link the skills, experience and attributes learned in HI5020 Corporate Accounting.	Very poor or no discussion has been provided on the skills, experience and attributes needed to become a corporate accountant. The discussion is not informed by the job advertisements analysed. No attempt to link the skills, experience and attributes learned in HI5020 Corporate Accounting.