

	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 throughput 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> <li>All work must be submitted on Blackboard by the due date along with a completed Assignment Cover Page.</li> <li>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.</li> <li>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.</li> </ul>			

## **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 throughput 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	1%
advertisements you have collected from each sources.	
Lists the name of the organisations posting the job advertisements and show the	2%
industry breakdown of the organisations posting the job advertisements.	
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	2%
been mentioned in the job advertisements that you have collected with your	
detailed understanding of each of the attributes.	
List all the key roles, tasks, responsibilities of a corporate accountant that have	4%
been listed in the advertisements that you have collected and analysed.	
List all the academic and professional qualifications of a corporate accountant	2%
that have been listed in the advertisements that you have collected.	
Based on the key roles, tasks, responsibilities identified from your collected job	5%
advertisements, how those key roles, tasks or responsibilities are related to the	
topics that you have learned in your MPA unit HI5020 Corporate Accounting.	
What additional topics, attributes or learnings outcomes are missing from your	3%
MPA unit HI5020 Corporate Accounting that are listed on the job advertisement.	
Critically examine the skills, experience and attributes needed to become a	5%
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.	
Conclusion	1%
TOTAL Weight	30%

		Marking Rubri	C		
	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 advertisement s have been analysed without identifying the sources of these advertisement s	A few job advertisement s 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 misunderstoo d 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 advertisement s. No explanation has been provided for any of the attributes	Only few/no personal attributes have been identified. No explanation has been provided.

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

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