

# Study Guide

## A THE CONTEXT AND PURPOSE OF FINANCIAL REPORTING

### 1. The scope and purpose of, financial statements for external reporting

- a) Define financial reporting – recording, analysing and summarising financial data.<sup>P1</sup>
- b) Identify and define types of business entity – sole trader, partnership, limited liability company.<sup>P1</sup>
- c) Recognise the legal differences between a sole trader, partnership and a limited liability company.<sup>P1</sup>
- d) Identify the advantages and disadvantages of operating as a limited liability company, sole trader or partnership.<sup>P1</sup>
- e) Understand the nature, principles and scope of financial reporting.<sup>P1</sup>

### 2. Users' and stakeholders' needs

- a) Identify the users of financial statements and state and differentiate between their information needs.<sup>P1</sup>

### 3. The main elements of financial reports

- a) Understand and identify the purpose of each of the main financial statements.<sup>P1</sup>
- b) Define and identify assets, liabilities, equity, revenue and expenses.<sup>P1</sup>

### 4. The regulatory framework

- a) Understand the role of the regulatory system including the roles of the IFRS Foundation (IFRSF), the International Accounting Standards Board (IASB), the IFRS Advisory Council (IFRS AC) and the IFRS Interpretations Committee (IFRS IC).<sup>P1</sup>
- b) Understand the role of International Financial Reporting Standards.<sup>P1</sup>

## 5. Duties and responsibilities of those charged with governance

- a) Explain what is meant by governance specifically in the context of the preparation of financial statements.<sup>P1</sup>
- b) Describe the duties and responsibilities of directors and other parties covering the preparation of the financial statements.<sup>P1</sup>

## B THE QUALITATIVE CHARACTERISTICS OF FINANCIAL INFORMATION

### 1. The qualitative characteristics of financial information

- a) Define, understand and apply qualitative characteristics.<sup>P1</sup>
  - i) Relevance
  - ii) Faithful representation
  - iii) Comparability
  - iv) Verifiability
  - v) Timeliness
  - vi) Understandability
- b) Define, understand and apply accounting concepts.<sup>P1</sup>
  - i) Materiality
  - ii) Substance over form
  - iii) Going concern
  - iv) Business entity concept
  - v) Accruals
  - vi) Fair presentation
  - vii) Consistency

## C THE USE OF DOUBLE-ENTRY AND ACCOUNTING SYSTEMS

### 1. Double-entry book-keeping principles including the maintenance of accounting records

- a) Identify and explain the function of the main data sources in an accounting system.<sup>P1</sup>
- b) Outline the contents and purpose of different types of business documentation, including: quotation, sales order, purchase order, goods received note, goods despatched note, invoice, statement, credit note, debit note, remittance advice, receipt.<sup>P1</sup>

# Ffa Study Guide Student Workbook

**DJ Losen**



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