

<b>Course Name: Accounting for the Public Sector</b>		
<b>Degree: Ciencias Politicas</b>	<b>Year: 3º</b>	<b>Semester: 2º</b>

<b>Course Timetable</b>								
Week	SESSION	DETAILED COURSE SESSION	GROUP (Mark X)		Extra facilities on request (i.e. computer lab)	STUDENT WORK DURING THE WEEK		
			Large	Small		DESCRIPTION	Lecture contact hours	HOURS WORK PER WEEK MAX. 7 H.
1	1	Course introduction Starting Chapter 1 (Introduction to Public Sector Accounting)	X			Self-select into groups of 2/3 for the purpose of solving tasks	1,5	2
1	2	Chapter 1 (Users of Public Sector Accounting)		X		Start working on Task 1	1,5	
2	3	Finish Chapter 1 and start Chapter 2 (Information for Public Sector in Spain: Budget)	X			Study Chapter 1 and solve Task 1 Work on exercises Chapter 2 (these are to be solved in session 4)	1,5	4
2	4	Reading related to Chapter 1		X		Submit Task 1 (email it to the lecturer by the end of week 2)	1,5	
3	5	Finishing Chapter 2 (Budget and public revenues)	X			Study Chapter 2 Start working on Task 2 Work on exercises Chapter 2 (these are to be solved in session 6)	1,5	4
3	6	Exercises Chapter 2		X		Study Chapter 2 and work on Task 2	1,5	
4	7	Starting Chapter 3 (The Accounting Plan for Public Sector)	X			Study Chapter 3 and solve Task 2 Work on exercises Chapter 3 (these are to be solved in session 8)	1,5	4
4	8	Exercises Chapter 3 Reading Chapter 3		X		Submit Task 2 (email it to the lecturer by the end of week 4)	1,5	
5	9	Finish Chapter 3 Reading Chapter 4	X			Study Chapter 3 Work on exercises Chapter 3 (these are to be solved in session 10)	1,5	4
5	10	Solution to Task 1 (to be solved by students in class) Exercises Chapter 3 (Conceptual Framework in Public Accounting)		X		Study Chapter 3 Start working on Task 3	1,5	
6	11	Starting Chapter 4 (The Accounting Method)	X			Study Chapter 3 and solve Task 3	1,5	5
6	12	Exercises Chapter 4		X		Submit Task 3 (email it to the lecturer by the end of week6)	1,5	
7	13	Finishing Chapter 4 (Illustrating how to record basic transactions)				Study Chapter 4	1,5	

			X			Work on exercises Chapter 4 (these are to be solved in session 14)		6
7	14	Exercises Chapter 4 (The Accounting Method)		X		Study Chapter 4 Start working on Task 4	1,5	
8	15	Starting Chapter 5 (Financial Statements for Public Sector)	X			Study Chapter 4 and solve Task 4 Work on exercises Chapter 4 (these are to be solved in session 16)	1,5	6
8	16	Exercises Chapter 4 and 5		X		Submit Task 4 (email it to the lecturer by the end of week 8)	1,5	
9	17	Chapter 5 continued (Assets, liabilities and borrowing capacity)	X			Revision for the Mid-term exam (Chapter 1 to 4). To be held at session 20 in week 10	1,5	7
9	18	Solution to Task 2 (to be solved by students in class)		X		Revision for the Mid-term exam (Chapter 1 to 4). To be held at session 20 in week 10	1,5	
10	19	Finishing Chapter 5 Exercises Chapter 5	X			Revision for the Mid-term exam (Chapter 1 to 4). To be held at session 20 in week 10	1,5	4
10	20	<b>Mid-term exam</b> <b>Multiple choice (Chapters 1 to 4)</b>		X		Study Chapter 5 Work on Task 5 Work on exercises Chapter 5 (these are to be solved in session 22)	1,5	
11	21	Starting Chapter 6 (Analysis of Financial Statements for Public Sector)	X			Study Chapter 5 Work on Task 5 Work on exercises Chapter 5 (these are to be solved in session 22)	1,5	5
11	22	Exercises Chapter 5 (Assets, liabilities, Owners' equity)		X		Study Chapter 5 Work on Task 5 Submit Task 5 (email to the lecturer by the end of week 11)	1,5	
12	23	Chapter 6 continued (Information in relation to cost of activities)	X			Study Chapter 6 Work on exercises Chapter 5 (to be solved in session 24)	1,5	5
12	24	Exercises chapter 5 (Borrowing capacity)		X		Study Chapter 6 Start working on Task 6	1,5	
13	25	Finish Chapter 6 (Management indicators) Exercises chapter 5	X			Study Chapter 6 Work on exercises Chapter 6 (these are to be solved in session 26)	1,5	6
13	26	Solution to Task 3 (to be solved by students in class) Exercises Chapter 6		X		Study Chapter 6 Submit Task 6 (email to the lecturer by end of week 13)	1,5	
14	27	Course review. Exercises Chapter 6	X			Study Chapter 6 Work on exercises Chapter 6 (these are to be solved in session 28)	1,5	6
14	28	Solution to Task 6 (students participation is required) Exercises Chapter 6		X		Study Chapter 6	1,5	

<b>SUBTOTAL</b>							<b>42</b>	<b>+ 68 = 110</b>
15		Revisions, submission of coursework etc.						
16-18		Review the material for the exam. Final exam					3	
<b>TOTAL</b>							<b>150</b>	