# IRD 104: QUANTITATIVE METHODS II (3 UNITS)

## COURSE PURPOSE

The course will enable the learner to acquire the skills and techniques used by business organizations and learn how to apply these quantitative skills to future (or current) management occupation.

## LEARNING OUTCOMES

By the end of the course, the learner should be able to;

1. Explain the need for record keeping in business.
2. Record and maintain books of accounts using the double entry concept.
3. Prepare a budget.
4. Make basic capital expenditure decisions.

## COURSE CONTENT

Introduction, record keeping in business, accounting versus book keeping, assets, liabilities, revenues, expenses, the accounting cycle, the conceptual framework of accounting, the basics of double entry accounting and the accounting equation, the journal and the ledger, the trial balance and accounting errors, statement of comprehensive incomes, statement of financial position, analysis of simple financial statements, capital expenditure decisions, interest and loan amortization, budgeting, index numbers and their applications.

## TEACHING METHODOLOGY

In order to achieve the learning objectives the following learning and teaching methods will be used:

* Lectures and discussions
* Case studies.
* Class discussions and presentations

## INSTRUCTIONAL MATERIALS AND EQUIPMENT

Computers/internet services, journals, newspapers, chalk/pens and white boards.

## EVALUATION

The lecturer will administer a minimum of two continuous assessment tests totaling 15%, on top of classroom assignments amounting to 15%. The end of semester exam will amount to 70% of the course evaluation.

Continuous Assessment Tests 15%

Classroom assignments 15%

End of semester examinations 70%

TOTAL 100%

## RECOMMENDED TEXTS

Needles/ Powers (2011). *Principles of Financial Accounting*. South-Western Cengage Learning. Mason, OH, USA.

Wood/ Sangster (2005). *Business Accounting 1*. Pearson Education Limited. Harlow, Essex.

## OTHER RECOMMENDED READING MATERIAL

Wood/ Horner (2010). *Business Accounting Basics*. Prentice Hall. Harlow, Essex.