

Module Outline

Ethics & Business Application June 2009

COMMONWEALTH OF AUSTRALIA

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Chartered Accountants Program

The Chartered Accountants Program is the formal educational requirement for membership of the Institute of Chartered Accountants in Australia. The Institute is a founding member of the international accounting coalition, the Global Accounting Alliance (GAA).

The GAA represents more than 700,000 members worldwide and includes professional accounting organisations from the United States, Canada, Hong Kong, England/Wales, Ireland, Scotland, New Zealand, South Africa and Japan. The Institute is the only Australian accounting body within the Alliance that provides reciprocal arrangements with nine of the other leading accounting bodies in the world.

The Program is recognised as a postgraduate diploma qualification. Successful completion of the Program and the subsequent awarding of the Graduate Diploma of Chartered Accounting provides substantial exemptions for Masters programs in many Australian universities.

You can find more information on our website <charteredaccountants.com.au> Education.

Program focus and structure

The Program emphasises an applied approach to learning and is designed to ensure that candidates are prepared for real-world business situations.

The Program comprises five modules, illustrated below.

Figure 1: Five Program Modules



Of the five modules, four are technical modules and can be undertaken in any order. This final module, *Ethics & Business Application* (EBA), focuses on ethics and corporate governance as well as consolidating the learning from the four technical modules. Modules are not undertaken concurrently.

Objectives of the Program

Together with university education and practical experience, the Program is designed to equip Chartered Accountants with the knowledge, skills and values identified as desirable by the profession.

These have been expanded into the following 10 attributes:

Knowledge	> informed about the latest international, disciplinary and business knowledge
Skills	> innovative problem solvers > forward-thinking change managers > technology-literate > collaborative team workers > capable communicators of shared understandings
Values	> service-oriented > ethical > professional > reflective about your own knowledge, skills and values

Cultivating these attributes in a holistic manner is an integral feature of the Program. See <charteredaccountants.com.au> for more details on the 10 attributes.

Ethics & Business Application

Enrolment dates

The enrolment dates follow:

Module	Enrolment open	Enrolment close	Late enrolment close
EBA 209	8 June 2009	6 July 2009	13 July 2009
EBA 309	5 October 2009	2 November 2009	9 November 2009

EBA runs for nine weeks, with a total expected workload of less than 120 study hours.

Prerequisites

To be eligible to enrol in EBA, candidates need to:

- > be in their final year of the three-year qualifying Practical Experience Program (i.e. the work-based component of the Chartered Accountants Program which runs parallel to the study component of the Program), and
- > have completed the four technical modules.

Purpose

The EBA module focuses on the identification of relevant ethical and technical issues. Candidates are required to analyse relevant information from case studies, identify issues, interpret data, make decisions and respond to questions.

The module provides the opportunity to integrate the knowledge, skills and values learned and achieved in the prior technical modules with experience gained from the workplace. EBA is designed to extend the ability to think laterally across issues and situations and advise clients on their entire situation. This includes the ability to identify and evaluate ethical dimensions of situations and to draw on values, principles and strategies in order to make an informed judgement. Operating in a professional and ethical manner is core to the work of an accountant and is aligned with the Institute's Code of Conduct and quality standards.

There are four units in EBA. Each of the four units contains new material on ethics and corporate governance, integrated with technical issues associated with the business life cycle. The technical issues will not introduce new material but will build on knowledge from the four technical modules (TAX, AAA, FIN and MAA).

Module learning outcomes

On successful completion of EBA, candidates should be able to demonstrate the following learning outcomes:

- > Use an ethical framework to identify, evaluate and resolve ethical issues likely to be encountered in the professional environment of a Chartered Accountant
- > Demonstrate an understanding of the fundamental ethical principles of honesty, integrity, objectivity, independence, public interest, commitment to professional competence and due care, confidentiality, and act in the public interest by observing and complying with APES 110
- > Demonstrate familiarity with the Institute *Members' Handbook* and recommend appropriate application
- > Demonstrate professional behaviour, compliance with technical standards, principles and best practice recommendations (including independence, scepticism and accountability)
- > Identify and analyse problems, reason logically, conceptualise issues and construct arguments in order to provide advice in areas typically dealt with by Chartered Accountants
- > Apply disciplinary and multi-disciplinary perspectives in the context of specific problems as appropriate
- > Appreciate the ethical dimensions of complex situations and make technical and business judgements derived from your own value framework
- > Apply high-level research skills to initiate and conduct research, interpret data and evaluate, organise and manage information and evidence
- > Demonstrate an ability to work effectively in a team and motivate others
- > Present information to others in a clear and concise manner and then discuss and defend views
- > Identify the needs of clients/customers and strive to exceed their expectations

Learning strategies

Face-to-face and online interaction

- > Three focus sessions (2 ½ hours each) led by focus session leaders and requiring candidates to undertake specified learning activities individually, in teams and as a group.

The focus sessions provide opportunities to display attributes such as collaboration, teamwork, communication (particularly oral and interpersonal communication), service-orientation and ethical and professional conduct.

- > Work-based mentoring and coaching within the Practical Experience Program
- > Online IT support
- > Online support and moderation from the module leader
- > Online interaction with module and team communities

Print

- > EBA Candidate Learning Pack (CLP) incorporating four units of study – a comprehensive set of self-managed learning resources incorporating a range of work-based activities and new material. This new material can be completed either individually or in collaboration with team peers, work colleagues or mentors.

Electronic

- > *myCA* – a web-based learning portal providing access to self-assessment material (pre-module) and module learning materials, self-testing of progress, peer and academic interaction and collaboration, feedback and interaction with the Institute
- > Internet research – identifying and downloading of financial reports and other research material to facilitate specific learning outcomes.

Assessment

To pass the module, candidates must pass the exam AND attend all 3 focus sessions.

The final exam assesses content from all four units.

The assessment component is outlined below:

Exam	100%	Any element of the syllabus may be covered in four compulsory constructed questions (three hours 15 minutes duration plus 15 minutes reading time).
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