

# Draft National Unit Specification



---

**Unit title:** Preparing Management Accounting Information (Higher)

**SCQF:** level 6 (6 SCQF credit points)

**Unit code:** to be advised

---

## Unit outline

The general aim of this Unit is to allow learners to develop skills, knowledge and understanding relating to the provision of internal accounting information, using a range of routine and relatively complex accounting techniques. Learners will carry out learning activities that extend their understanding of the significant impact that management accounting information has on decision making for the future planning, control and success of the organisation.

Learners who complete this Unit will be able to:

- 1 Use knowledge and understanding of management accounting systems as a means of planning and control
- 2 Evaluate a range of management accounting statements

This Unit is a mandatory Unit of the Higher Accounting Course and is also available as a free-standing Unit. The Unit Specification should be read in conjunction with the *Unit Support Notes* which provide advice and guidance on delivery, assessment approaches and development of skills for learning, skills for life and skills for work. Exemplification of the standards in this Unit is given in the *National Assessment Resource*.

The Course Assessment Specification for the Higher Accounting Course gives further mandatory information on Course coverage for learners taking this Unit as part of the Higher Accounting Course.

## Recommended entry

Entry to this Course is at the discretion of the centre. However, learners would normally be expected to have attained the skills, knowledge and understanding required by one or more of the following or equivalent qualifications and/or experience:

- ◆ Accounting (National 5) Course
- ◆ Mathematics (National 5) Course
- ◆ Business Management (National 5) Course
- ◆ Numeracy (SCQF level 5) Unit

Examples of other such relevant prior learning and experiences would involve the development of logical and analytical thinking skills and the ability to use ICT, particularly spreadsheets.

## **Equality and inclusion**

This Unit Specification has been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners should be taken into account when planning learning experiences, selecting assessment methods or considering alternative evidence. For further information please refer to the *Unit Support Notes*.

Draft

# Standards

## Outcomes and assessment standards

### Outcome 1

The learner will:

- 1 Use knowledge and understanding of management accounting systems as a means of planning and control by:**
  - 1.1 Describing the use of weighted average (AVCO) stock valuation
  - 1.2 Detailing the use of management accounting systems as a means of planning and control

### Outcome 2

The learner will:

- 2 Evaluate a range of management accounting statements by:**
  - 2.1 Preparing management accounting statements from a given range
  - 2.2 Making a business decision based on the results of each statement prepared

## Evidence Requirements for the Unit

Assessors should use their professional judgement, subject knowledge and experience, and understanding of their learners, to determine the most appropriate ways to generate evidence and the conditions and contexts in which they are used.

Evidence for this Unit may be presented by a written response, ICT printout or electronic means, and must use relevant accounting layouts and concepts. Assessors will be given the flexibility to provide evidence of a learner's best work, providing this evidence meets the minimum criteria described in the above learning Outcomes.

Evidence may be presented for individual Outcomes or it may be gathered for the Unit as a whole through integrating assessment holistically in one single activity. If the latter approach is used, it must be clear how the evidence covers each Outcome.

In Outcome 1, the range of management accounting systems are budgeting, service costing and process costing.

In Outcome 2, the range of management accounting statements includes sales/production budgets, overhead analysis statement showing the reapportionment of service department costs, weighted average (AVCO) stock valuation, service cost statement or process cost statement.

Exemplification of assessment will be provided in the *National Assessment Resource*. Advice and guidance on possible approaches to assessment is provided in the *Unit Support Notes*.

# Development of skills for learning, skills for life and skills for work

*(Note: The information given below reflects the initial thinking on significant opportunities for development of skills for learning, skills for life and skills for work. These may be subject to change as the development process progresses.)*

It is expected that learners will develop broad, generic skills through this Unit. The skills that learners will be expected to improve on and develop through the Unit are based on SQA's *Skills Framework: Skills for Learning, Skills for Life and Skills for Work* and drawn from the main skills areas listed below. These must be built into the Unit where there are appropriate opportunities.

## **2 Numeracy**

- 2.1 Number process
- 2.2 Money, time and measurement
- 2.3 Information handling

## **4 Employability, enterprise and citizenship**

- 4.1 Employability
- 4.2 Information and communications technology (ICT)

## **5 Thinking skills**

- 5.3 Applying
- 5.4 Analysing and evaluating

Amplification of these is given in SQA's *Skills Framework: Skills for Learning, Skills for Life and Skills for Work*. The level of these skills should be at the same SCQF level of the Unit and be consistent with the SCQF level descriptor. Further information on building in skills for learning, skills for life and skills for work is given in the *Unit Support Notes*.

## Administrative information



---

**Published:** November 2011 (draft version 1.0)

**Superclass:** to be advised

---

### History of changes

Version	Description of change	Authorised by	Date

© Scottish Qualifications Authority 2011

This specification may be reproduced in whole or in part for educational purposes provided that no profit is derived from reproduction and that, if reproduced in part, the source is acknowledged. Additional copies of this Unit can be downloaded from SQA's website at [www.sqa.org.uk](http://www.sqa.org.uk).

Note: readers are advised to check SQA's website: [www.sqa.org.uk](http://www.sqa.org.uk) to ensure they are using the most up-to-date version of the Unit Specification.