VCE Unit 2 Accounting

Time Allocation
This unit of work will consist of approximately 100 hours of which at least 50 hours will be class time. To complete this unit of work satisfactorily, students must complete each of the following learning outcomes.

Learning Outcomes

Outcome 1
The student should be able to record financial data and report accounting information for a sole trader.

Outcome 2
The student should be able to record financial data and report accounting information for a single activity sole trader using a commercial accounting software package, and discuss the use of ICT in the accounting process.

Assessment Tasks

1. **Class Tests / SACs**
The student is required to complete a variety of tests covering each topic area, manually and using ICT.

   **Weighting:** This task is worth 50% of the overall grade
   **Due:** Term 2 Week 11, Term 3 Week 2, 5, 9 and 10

2. **Folio and Class Work**
The student is required to complete a variety of exercises, tasks and assignments covering each topic area, manually and using ICT.

   **Weighting:** This task is worth 20% of the overall grade
   **Due:** At the completion of each topic

3. **Semester Examination**
The student is required to apply knowledge and understanding of recording and reporting financial information relating to a trading business.

   **Weighting:** This task is worth 30% of the overall grade
   **Time allocated to task:** 90 minutes
   **Due:** Term 4, Week 7