University of Gdańsk

Subject card

Subject name and code	Financial Statements Preparation, PG_00154873		
Field of study	Finance and Accounting		
Date of commencement of studies	October 2024	Academic year of realisation of subject	2025/2026
Education level	Bachelor's studies	Subject group	Obligatory subject group in the field of study Subject group related to scientific research in the field of study
Mode of study	part-time studies	Mode of delivery	at the university
Year of study	2	Language of instruction	Polish
Semester of study	3	ECTS credits	6.0
Learning profile	academic	Assessment form	exam
Conducting unit	Department of Accounting -> Faculty of Management -> Rector		
Name and surname of lecturer (lecturers)	Subject supervisor	dr Beata Zackiewicz-Brunke	
	Teachers	dr Krzysztof Krzywdziński dr Dawid Szramowski dr Maciej Hyży dr Katarzyna Koleśnik	

Lesson types						
Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
Number of study hours	20.0	20.0	0.0	0.0	0.0	40
E-learning hours included: 0.0						

Learning activity and number of study hours				
Learning activity	Participation in didactic classes included in study plan	Participation in consultation hours	Self-study	SUM
Number of study hours	40	30.0	80.0	150

Subject objectives	1. A. Identifying the functions of financial statements. B. Identifying the type of statements, their purpose and use for external and entity management purposes. C. Apply the financial reporting requirements of the Accounting Act and IAS. D. Identifying the different stages in the preparation of the financial statements E. Dealing with events after the date of the financial statements and errors from previous years that have a material effect on the content of the statements. F. Identifying those with responsibility for financial reporting and sanctions for failing to properly fulfil financial reporting obligations. 2. A. Preparation of all elements of annual and interim financial statements according to the Accounting Act and IAS: B. Identifying the relationship of the data in the individual items of the balance sheet/statement of financial position and income statement/statement of comprehensive income with the data of the general ledger and subsidiary ledgers. C. Applying the principle of presenting data in the balance sheet/statement of financial position and income statement/statement of comprehensive income on a net basis. D. Complying with the requirements for completeness and reasonableness of disclosures in the financial statements. E. Non-financial reporting F. Recognition of differences arising from the application of the Accounting Act/IAS and tax law. 3. A. Classification of inflows and outflows (application of the cash basis) to the various activities (operating, investing and financing) of the statement of cash flows. B. Determination of cash flows from the various activities (operating, investing and financing) and the cash balance at the end of the period in the cash flow statement. 4. A. Identifying the disclosure obligations of companies listed on the main market of the WSE, including the preparation of inside information, current reports, quarterly, semi-annual and annual reports. B. Identifying the disclosure obligations of companies listed on the New Connect market, including the preparation of current reports, quarterly reports and annual reports. C. Identifying information obligations incumbent on investors with significant shareholdings and company authorities. D. Identifying the information obligations of other issuers of securities.

	5. A. Outlining the principles of corporate social responsibility. B. Identification of the corporate social responsibility principles adopted by the individual 6. A. Distinguishing the role of the company's bodies in terms of responsibility for the conducted activity and its reporting. 7. A. Identifying the principles of organisational governance (including corporate governance) B. Analysis of the elements of organisational governance in force in the entity. 8. Familiarization with other reporting.

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[FiRL3_W09] The student knows the principles of formation and economic functioning of commercial and public sector organizations, their forms, phases of development, as well as the financial conditions determining their value and economic success.	The student knows the disclosure obligations of companies whose shares are publicly traded and other issuers of securities. He/she knows the role of corporate bodies and the principles and elements of corporate governance. He/she knows and understands other reporting (e.g. GUS - Statistics Poland, NBP - central bank of Poland, environmental).	[SW4] test/exam - oral or written
	[FiRL3_K04] Integrity: - abides by business ethics - respects the law - is objective, is able to recognize conflicts of interest - correctly identifies and resolves dilemmas related to the practice of the profession.	The student is aware of and understands the need to behave in an ethical and socially responsible manner in his/her professional life. He/she is familiar with the Code of Professional Accounting Ethics.	[SK1] oral statement/conversation/ discussion [SK4] test/exam - oral or written [SK8] observation of student's independent or team work
	[FiRL3_U01] The student understands and can correctly interpret complex economic phenomena in finance and accounting, and other social sciences. The student understands and can explain the content of announcements of economic institutions, articles published in the daily press and journals in the field of finance (excluding scientific journals). The student correctly applies concepts of social sciences.	The student understands and can identify the functions of financial statements. He/she is able to identify types of statements, their purpose and use for external and entity management purposes. He/she is able to identify the disclosure obligations of different companies in this respect.	[SU4] test/exam - oral or written
	[FiRL3_W07] The student has advanced knowledge of norms and rules (legal, organizational, moral and ethical) in finance and accounting. Knows and understands the concepts and principles of industrial property protection and copyright law.	The student has knowledge of the general principles of reporting. Understands the information needs of different stakeholder groups of financial statements.	[SW4] test/exam - oral or written
	[FiRL3_K05] Responsibility: - meets deadlines - is able to properly identify priorities for the implementation of the task set by him - consistently strives to achieve the set goal - is able to work systematically and independently - observes the rules and norms of social coexistence.	The student meets deadlines related to the completion of tasks in class. He/she is able to work systematically and independently.	[SK4] test/exam - oral or written [SK8] observation of student's independent or team work
	[FiRL3_U07] The student analyses the proposed solutions to problems in the disciplines of management and quality sciences and economics and finance, especially in the field of finance and accounting, and is able to present their advantages and disadvantages and propose appropriate solutions in this regard.	The student is able to recognize the differences resulting from the application of the provisions of the Accounting Act and tax law and their effects in financial statements.	[SU1] oral statement/conversation/ discussion [SU4] test/exam - oral or written
	[FiRL3_U05] The student correctly uses normative systems and selected norms and rules (legal, professional, moral) to solve advanced problems in finance.	The student is able to identify the persons responsible for financial reporting and penalties for inadequate fulfilment of their duties in this respect. He/she is able to prepare all elements of annual and interim financial statements according to the Accounting Act.	[SU4] test/exam - oral or written

	Course outcome	Subject outcome	Method of verification
	[FiRL3_K01] Self-development: - understands the need for development and lifelong learning - is able to supplement and improve the acquired knowledge and skills - knows his strengths and weaknesses, sets ambitious goals to the best of his ability - knows how to accept failure and admit mistakes.	The student is able to expand and improve the acquired knowledge and skills related to the areas of financial reporting.	[SK4] test/exam - oral or written [SK8] observation of student's independent or team work

Subject contents	
	1. General principles for the preparation of statements 1.1. Functions of financial statements. 1.2. Financial reporting standards (principles) according to the Act on Accounting Act and IAS. 1.3. The process of preparing financial statements. 1.4. Deadlines and procedure for the preparation and approval of annual financial statements (separate, combined, consolidated). 1.5. Responsibility for financial reporting. **2. Annual and interim separate financial statements of other entities** 2.1. Components of the financial statements. 2.2. Balance sheet continuity, layout of the balance sheet and economic content of its various parts. 2.3. The periods covered by the income statement, its layout and the economic content of its various parts and items. 2.4. Annotations comprising the introduction to the financial statements and notes to the financial statements. 2.5. Cash flow statement - entities required to prepare a cash flow statement, types of cash flow, economic content of different volumes and items. 2.6. Statement of changes in equity - content of the statement, undertakings obliged to prepare it, economic content of individual items of the statement. 2.7. Report on the activities of the entity, including issuers of securities admitted to official listing or seeking admission to official listing - objectives of the report, information to be disclosed in the report, undertakings required to draw up the report. 2.8. Report on payments to government - objectives of the report, scope of information disclosed in the report, entities required to prepare it. 2.9. Tax law requirements relating to separate annual financial statements. **3. Cash flow statement according to the Accounting Act** 3.1. Cash flow statement. 3.1. 1. Accrual account versus cash account. 3.1.2. Basic categories of cash flows. **4. Disclosure obligations of companies whose shares are publicly traded and other issuers of securities** 4.1. Disclosure obligations of companies listed on the WSE main market.

	4.2 Disclosure obligations of companies listed on the NewConnect market. 4.3. Disclosure obligations of investors with major holdings and of corporate authorities. 4.4 Information obligations of other issuers of securities. **5. Corporate Social Responsibility** 5.1. Concept 5.2. Legal framework and reporting obligations **6. The role of company bodies: the management board, the supervisory board and the audit committee in the context of preparing financial statements and conducting business** **7**. **Organizational governance, including corporate governance** 7.1. Principles and elements of organisational governance, including the rights and obligations of owners, investors and supervisors. 7.2 The role of stakeholders in determining governance requirements, disclosures and transparency **8. Other reporting,** including: Central Statistical Office, National Bank of Poland, environmental ***The order of classes:*** *1) Department of Accounting: 10 hours of lectures and 10 hours of classes* *2) Department of Corporate Finance: 6 hours of lectures and 6 hours of classes*
Prerequisites and co-requisites	The student should have knowledge and skills in financial accounting
Assessment methods and criteria	see table below

Subject passing criteria	Passing threshold	Percentage of the final grade
Written examination with problem tasks and test questions. The detailed conditions are determined by the lecturer at the beginning of the semester.	51.0%	100.0%

Recommended reading	Basic literature	**A.1. wykorzystywana podczas zajęć** 1. Autorskie materiały dydaktyczne (wykładowe i ćwiczeniowe) prowadzących zajęcia 2. Sprawozdawczość finansowa według polskiego prawa bilansowego, red. naukowa B. Nita, Difin, Warszawa, 2020 3. Gos W., Hońko S., Szczypa P., ABC sprawozdań finansowych. Jak je czytać, interpretować i analizować, CeDeWu, Warszawa, 2020 4. Meritum Rachunkowość. Rachunkowość i sprawozdawczość finansowa, red. naukowa E. Walińska, Wolters Kluwer, wydanie 11, 2021 5. Rachunek przepływów pieniężnych w teorii i praktyce, red. naukowa K. Wojszczuk, Difin, Warszawa 2012 6. Ustawa z dnia 29 września 1994 r. o rachunkowości (Dz.U. z 1994 nr 121 poz. 591 z późn. zm.) 7. KSR 1, Rachunek przepływów pieniężnych 8. KSR 7, Zmiany zasad (polityki) rachunkowości, wartości szacunkowych, poprawianie błędów, zdarzenia następujące po dniu bilansowym ujęcie i prezentacja 9. KSR 9, Sprawozdanie z działalności 10. KSR 14, Kontynuacja działalności oraz rachunkowość jednostek przy braku kontynuowania działalności **A.2. studiowana samodzielnie przez studenta** 1. Walińska E, Bek-Gaik B., Gad J., Sprawozdawczość finansowa i niefinansowa przedsiębiorstwa w kierunku integracji, Wydawnictwo Uniwersytetu Łódzkiego, Łódź, 2016 2. Świderska G.K., Zrozumieć sprawozdanie finansowe, Wolters Kluwer, Warszawa, 2022 3. Kowalak R., Sporządzanie sprawozdania finansowego i przeprowadzanie analizy finansowej, Wydawnictwo Ekonomik, 2017 4. Standard Informacji Niefinansowych 2017 [wraz z aneksami].

	Supplementary literature	1. Nowak W. A., Teoria sprawozdawczości finansowej, Wolters Kluwers, Warszawa 2010 2. Gad J., Rachunkowość w procesie nadzoru w spółkach publicznych, Wydawnictwo Uniwersytetu Łódzkiego, Łódź 2011 3. Frendzel M., Przydatność informacyjna wartości godziwej jako podstawy pomiaru w rachunkowości i ograniczenia jej stosowania w praktyce, Wydawnictwo Uniwersytetu Łódzkiego, Łódź 2011 4. Wytyczne do raportowania kwestii zrównoważonego rozwoju, Reporting Guidelines, http://csr-d.pl/wp-content/uploads/2014/06/Polish-G3-Reporting-Guidelines.pdf 5. Dyrektywa UE w sprawie sprawozdawczości dotyczącej zrównoważonego rozwoju przedsiębiorstw (Corporate Sustainability Reporting Directive) obowiązywanie od 1.01.2024 6. https://standardy.org.pl/publikacje/ 7. https://seg.org.pl/centrum-wiedzy/publikacje
	eResources addresses	
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

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