

## ANNEX I

### Addendum to the Course Syllabus

### MANAGEMENT ACCOUNTING

Academic year 2019-2020

(Date of approval by the Governing Council: 30 April 2020)

Due to the health crisis caused by the COVID-19, the teaching staff responsible for the courses have adapted the academic criteria in accordance with the guidelines of the Andalusian framework document on adaptation criteria of 11 April 2020 and the Guide for the adaptation of teaching and assessment at the University of Jaén to the exceptional situation caused by the Covid-19 during the academic year 2019-2020 (approved by the Governing Council on 20 April 2020). These addenda allow to document with evidence the contingency plans adopted and the dissemination and publicity measures established to students, teachers and society at large.

**Degree(s): Bachelor's degree in Business Administration and Management**

**Joint Program(s) of Official Studies:**

**Course: Introduction to Finance**

**Code(s): 11122001**

**Course coordinator: Ana María Montes Merino**

**Department/Centre: Financial Economics and Accounting/Faculty of Social and Legal Sciences**

#### 1. BRIEF DESCRIPTION OF CHANGES IN CONTENTS AND/OR COMPETENCES

(Please describe the changes introduced with regard to the original teaching guide)

There are no changes with regard to the original course syllabus.

#### 2. CHANGES IN TEACHING METHODOLOGY

(Please describe the changes introduced with regard to the original teaching guide)

- Theoretical and practical classes: by videoconference (using hangouts meet-uja), keeping the scheduled time.
- Additional documentation on the subject available in the virtual teaching platform: ppt-files with audio-recorded explanations; files with summaries of topics; solved exercises.
- Tutoring: on demand by email, course forum, classified by topics and exercises; additionally, using videoconference when needed.
- Delivery of exercises and other evaluation activities in the virtual teaching platform.

#### 3. CHANGES IN TRAINING ACTIVITIES

(Please describe the changes introduced with regard to the original teaching guide)

There are no changes with regard to the original course syllabus.

#### **4. CHANGES IN ASSESSMENT METHODOLOGY**

(Please describe the changes introduced with regard to the original teaching guide)

-Ordinary call: continuous assessment system as a generalized procedure, accepted by the student's and according to the adaptation of the teaching methodology.

-Extraordinary call: online exam, in which theoretical and practical contents will be evaluated.

#### **5. TEMPORAL PLANNING**

(Please describe the changes introduced with regard to the original teaching guide)

There are no changes with regard to the original course syllabus.

#### **6. RESOURCES AND FACILITIES**

(Please describe the changes introduced with regard to the original teaching guide)

IT resources will be required for attending the online exam in the extraordinary call.

**Coordinator's approval**

**Date**