

# Subject outline

## CACC1501 Risk and Technology

### 1. Administrative information

<b>Subject Code and Title</b>	CACC1501 Risk and Technology		
<b>Duration</b>	9-week study period, including 8 study weeks and 1 final assessment week		
<b>AQF level</b>	Graduate Diploma – AQF Level 8		
<b>Credit points</b>	15 credit points		
<b>Result type</b>	Grade and Mark		
<b>Mode of delivery</b>	Online		
<b>Core/Elective</b>	Core		
<b>Pre-requisites</b>	CACC1500 Ethics and Business is a pre or co-requisite		
<b>Assumed knowledge</b>	It is assumed that candidates have an understanding of finance, management accounting, statistical analysis, and information technology. Further detail of the assumed knowledge is available in Chapter 0: Getting started in My Capability.		
<b>Subject workload</b>	The expected self-directed workload for this subject is about 10 hours per week over 8 teaching weeks, excluding scheduled subject orientation and assessment(s). Candidates are expected to undertake a further 5 hours per week of personal study and assessment preparation across the 9-week study period. Candidates are advised to plan their enrolment carefully around work and other commitments, to ensure they can devote the time required to their studies.		
	<b>Directed hours</b> (includes all directed learning, activities, whether facilitated or self-directed)	<b>Study and Assessment hours</b>	<b>Total subject hours</b>
	10 hours per week for 8 weeks (80 hours)	5 hours per week for 9 weeks (45 hours)	125 hours
<b>Pass requirements</b>	To pass the subject a candidate must: <ul style="list-style-type: none"><li>• complete all assessments</li><li>• pass the final assessment</li><li>• pass the subject overall.</li></ul>		
<b>Subject leadership and teaching staff contact details</b>	Refer to the My Capability - Learn for this subject		
<b>CA Program contact details</b>	Phone: 1300 137 322 (within Australia) 0800 4 69422 (within New Zealand) +61 2 9290 5660 (outside of Australia) Email: <a href="mailto:service@charteredaccountantsanz.com">service@charteredaccountantsanz.com</a> Address: CA Program CA ANZ, 33 Erskine Street SYDNEY 2000 NSW		

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## 2. Subject description

Risk and Technology analyses how businesses create and protect stakeholder value with a focus on risk management, data and technology. Candidates evaluate and respond to the benefits, risks and challenges organisations face arising from existing and emerging technologies, process automation and the use and application of data.

Candidates will develop skills and knowledge in areas of technical practice including identifying, analysing and managing risk, computational thinking, analysis and reporting of data and emerging technologies. In real-world case study-based simulations and associated assessments, candidates will apply ethical considerations to risk management and technology and develop skills to communicate technical data to a variety of audiences.

This subject has been designed in partnership with the Institute of Chartered Accountants of Scotland (ICAS).

## 3. Subject Learning Outcomes (SLOs) and how they align with Course Learning Outcomes (CLOs)

On successful completion of the subject candidates will be able to:

Subject Learning Outcome/ Objectives	CLO1	CLO2	CLO3	CLO4	CLO5	CLO6	CLO7	CLO8
<b>SLO1</b> Recommend risk management strategies to address financial and non-financial risks affecting an organization			✓		✓	✓		
<b>SLO2</b> Evaluate and communicate the results of data analyses, presented in a range of formats, to provide relevant information for decision making	✓	✓	✓		✓		✓	
<b>SLO3</b> Identify and evaluate existing and emerging technology solutions and contribute to an IT strategy to meet business objectives and strategy		✓			✓	✓		
<b>SLO4</b> Apply the principles of computational thinking to generate solutions to authentic business problems		✓			✓	✓		

The list of GradDipCA Course Learning Outcomes can be accessed online at <https://www.charteredaccountantsanz.com/become-a-member/course-descriptions/ca-program>

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## 4. Contribution to the development of Graduate Attributes (GAs)

This subject contributes to the following graduate attributes of the Graduate Diploma in Chartered Accounting (GradDipCA), with emphasis on:

- GA 1 Ethics and integrity
- GA 3 Adaptive mindset
- GA 4 Accounting technical expertise
- GA 5 Communication
- GA 7 Problem-solving and decision-making
- GA 8 Digital and data acumen

This list of Graduate Attributes for the GradDipCA can be accessed in the CA Program information available online: <https://www.charteredaccountantsanz.com/become-a-member/course-descriptions/ca-program>.

## 5. Teaching and learning strategies

This subject has the following key learning components:

- A digital study guide that provides key information to support the central concepts of each subject topic, including any required and further recommended readings and links to foundational concepts for key activities. Access to all readings is provided via My Capability and/or the CA ANZ library as applicable.
- A diagnostic pre-subject assumed knowledge quiz, which provides candidates with formative feedback and candidate-specific insight into any assumed knowledge gaps, even where they have met prior education requirements. This will direct candidates to revise the assumed knowledge content where gaps in discrete skill and knowledge are identified. This content will be available to candidates throughout the program.
- Interactive chapters that supplement the study guide and demonstrate how concepts can be applied in a range of contexts. Interactive chapters may include videos, practice questions, articles, worked examples and activities, and are provided via My Capability.
- Case studies are used to support the application of knowledge and skills to authentic problems and issues.

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## 6. Learning and Teaching activities

Week	Chapter and topics	Learning and Teaching Activities	Effort and Assessment
1	1. Introduction to risk management	Candidates complete the pre-subject assumed knowledge diagnostic on their readiness to undertake the subject, and guidance on any prerequisite content they may wish to review before subject commencement.  Candidates will review Study guide chapters and topics and associated LMS content.	Directed study: 10 hrs Personal study and assessment preparation: 5 hrs
2	1. Introduction to risk management 2. Risk management process	Candidates will review Study guide chapters and topics and associated LMS content.	Directed study: 10 hrs Personal study and assessment preparation: 5 hrs
3	2. Risk management process 3. Emerging risk and scenario analysis	Candidates will review Study guide chapters and topics and associated LMS content. Candidates will review case study 1 content to prepare for Assessment 1.	Directed study: 10 hrs Personal study and assessment preparation: 5 hrs
4	4. Risk reporting 5. Technology related risk management	Candidates will review Study guide chapters and topics and associated LMS content.	Directed study: 10 hrs Personal study and assessment preparation: 5 hrs Assessment 1 due: Online assessment activity
5	6. Identifying and evaluating existing and emerging technologies	Candidates will review Study guide chapters and topics and associated LMS content. Candidates will review case study 2 content and prepare a written assignment based on the case study to prepare for Assessment 2	Directed study: 10 hrs Personal study and assessment preparation: 5 hrs
6	7. Contributing to IT Strategy 8. Computational thinking	Candidates will review Study guide chapters and topics and associated LMS content.	Directed study: 10 hrs Personal study and assessment preparation: 5 hrs Assessment 2 due: Written assignment
7	9. Data analysis and reporting	Candidates will review Study guide chapters and topics and associated LMS content.	Directed study: 10 hrs Personal study and assessment preparation: 5 hrs
8	9. Data analysis and reporting	Candidates will review all Study guide chapters and topics and associated LMS content to integrate the knowledge and skills learned in the subject. Candidates will review case study 3 content and begin preparing a written assignment based on the case study for Assessment 3.	Directed study: 10 hrs Personal study and assessment preparation: 5 hrs
(9)		Candidates will review case study 3 content and continue preparing a written assignment based on the case study for Assessment 3.	Personal study and assessment preparation: 5 hrs Assessment 3 due: Written assignment and video

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## 7. Assessment tasks

Task Number	Description	Assessment Type	Weighting	Week Due	SLO1	SLO2	SLO3	SLO4
1	<p><b>Assessment 1: Online assessment activity</b></p> <p>Candidates will review a case study scenario relating to the management of risk and respond to questions in an online assessment activity.</p>	<p>Online assessment activity</p> <p>(60 mins)</p>	10%	Week 4	✓			
2	<p><b>Assessment: 2 Written assignment</b></p> <p>Candidates will review a case study relating to risks) faced by an organisation. Candidates will submit a written assignment concerning the risks faced by the organisation.</p>	<p>Written assignment (1000 words + supporting documents)</p>	30%	Week 6	✓		✓	
3	<p><b>Assessment 3: Written assignment</b></p> <p>Candidates will analyse initial briefs, information and data in a case study. Candidates will then complete a written assignment, data analysis and a recorded presentation.</p>	<p>Written assignment (2000 words + supporting documents)</p> <p>Recorded presentation (3 minutes)</p>	60%	Week 9	✓	✓	✓	✓

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## 8. Assessment details

Detailed information about each subject assessment task, including the marking criteria, is provided in the assessment overviews. All assessments are individual assessments unless stated otherwise.

## 9. Readings

The list of the readings for the subject is below. Candidates must complete required readings to successfully complete the learning activities and assessments. All required readings are assessable.

### Required

Digital Study guide for this subject

### Recommended

Links to further recommended readings to extend candidate learning are provided via My Capability. These readings are not mandatory.

## 10. Learning resources and support materials

A range of online resources are provided in My Capability. These include the following:

- Digital study guide for this subject.
- Interactive chapters and topics for this subject, which supplement the study guide.
- Videos, practice questions, articles, worked examples and interactive activities to support key tasks and develop skills.
- Subject quizzes to support self-assessment and reflection.
- GradDipCA task words for understanding the meaning of task words that help candidates understand exactly what is being asked, and how to answer a question.
- Assumed knowledge support, including a pre-subject diagnostic quiz, and links to resources to develop or refresh assumed knowledge.
- Course announcements and notices.
- Links to additional course resources, such as the assumed knowledge materials and LinkedIn Learning.
- Links to the GradDipCA course welcome page.
- Access to course help, contacts for teaching staff and candidate support services.
- Access to the CA ANZ Library.

Candidates should check My Capability regularly during the term for updates.

### Discussion forums

Throughout the program, candidates have access to several discussion forums which offer opportunities to connect with other candidates online, ask questions of teaching staff, and receive general course and subject updates. These forums include the following:

- Subject topic forums where candidates can ask specific technical questions related to subject content.
- Peer-to-peer forum where candidates can discuss issues with other candidates.
- Other forums where teaching staff leaders can post additional guidance for candidates.

Candidates may post questions to the discussion board, and are expected to check their understanding for every post they make and respond to other posts to promote social learning. Posts will be reviewed by teaching staff, who will provide further guidance and moderation as required. Generally, teaching staff will respond to a post within 2 business days.

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## CA ANZ Library

All candidates are expected to make use of a library service to support their learning.

GradDipCA candidates are expected to make use of CA ANZ Library scholarly electronic databases, which include research databases, ejournals, magazine subscriptions, eBooks and other scholarly content from the EBSCO, CCH Wolters Kluwer, and ProQuest database services. For further details about CA ANZ library services go to: [www.charteredaccountantsanz.com/member-services/resource-centre/library-and-information-service](http://www.charteredaccountantsanz.com/member-services/resource-centre/library-and-information-service).

EBSCO Business Source Corporate (online journals database) provides access to journals, magazines, newspapers, trade publications, country reports and company profiles (see <https://www.ebsco.com/products/research-databases/business-source-corporate>). The main titles used from this database are The Australian Financial Review, Harvard Business Review, Strategic Finance, Taxation Today, Governance Directions. There are around 2000 different titles available.

## 11. Other required resources

Candidates will need frequent access to a personal computer that is connected to a reliable high-speed internet connection to successfully complete each subject. Depending on the requirements of the subject(s), candidates will require internet data to watch educational videos, access research and reading materials, complete online assessments, participate in discussion forums, chat groups, and virtual classes with other candidates, and complete learning activities. It is recommended that candidates use a reference management software such as EndNote, RefWorks or Mendeley during their studies, which can assist with document storage and format referencing.

It is recommended that candidates have access to LinkedIn Learning for the duration of their studies. For GradDipCA candidates, this can be accessed through the My CA website as part of your provisional membership benefits. For more details, see <https://www.charteredaccountantsanz.com/learning-and-events/learning/linkedin-learning>.

For all other candidates, a LinkedIn Learning subscription can be purchased via <https://www.linkedin.com/learning/>.

## 12. Fair assessment through moderation

Moderation describes a quality assurance process that ensures that assessments are appropriate to the learning outcomes, and that candidate work is consistently evaluated by assessors. CA ANZ's minimum standards for the moderation of CA Program assessment are described in the CA Program Assessment and Grading Policy and Procedure<sup>1</sup> available on the CA ANZ website.

## 13. Late penalties for assessment not submitted by due date

In accordance with the principles of equity and fairness where all candidates are afforded the same opportunities to demonstrate the achievement of learning outcomes, it is expected that all candidates will have the same time to prepare their assessments. It is therefore expected that, in ordinary circumstances, candidates will submit assessments in accordance with the published schedule for assessment submission.

The time and date that an assessment is submitted is recorded by CA ANZ. Assessment items submitted after the scheduled due date, without an approved extension, may be subject to late penalties. For further information, refer to the Assessment and Grading Policy and Procedure available on the CA Program Policy website.

Please note it is the candidate's responsibility to keep appropriate copies/backups of all assignments submitted for assessment.

<sup>1</sup> All of the policies governing the CA Program are available on the CA ANZ website at <https://www.charteredaccountantsanz.com/become-a-member/ca-program-policies>

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## 14. Length / Duration of Assessments

Each assessment is associated with length / duration requirements. These may be described in number of words<sup>2</sup> (e.g. written assignments), minutes (e.g. presentations) or other metrics as appropriate to the type of assessment. To ensure fairness, all candidates are held to the same standard in relation to the length/duration of an assessment. For these reasons, penalties are applied to assessments that exceed the notified length/duration by more than 10% as follows:

- Assessments that are up to 10% longer than the approved length/duration: All material will be marked and no penalty will be applied.
- Assessments that are between 10% and 25% longer than the approved length/duration: All material will be marked and a 5% penalty will be applied to the final mark. For example, if the assessment is to be marked out of 100 marks, then 5% of the available marks (ie 5 marks) would be deducted.
- Assessments that are more than 25% longer than the approved length/duration: Markers will only read and assess material up to 25% above the word limit and apply a 5% penalty to the final mark. For example, if the assessment is to be marked out of 100 marks, then 5% of the available marks (ie 5 marks) would be deducted. Any additional material will not be marked.

## 15. Referencing style

Candidates should use the Harvard referencing style in their assignment submissions. Information about the Harvard Referencing Style can be found in the Knowledge Centre.

## 16. CA Program policies and candidate Code of Conduct

All CA Program candidates are bound by the CA Program Candidate Code of Conduct. Candidates are expected to adhere to this code, including when making statements about the CA Program in public forums, including social media platforms.

To read these policies, go to <https://www.charteredaccountantsanz.com/become-a-member/ca-program-policies>.

## 17. Enrolment

It is each candidate's responsibility to ensure that they are correctly enrolled in each subject. Enrolment can be checked through My Capability, where candidates can also print an enrolment advice.

## 18. Special consideration in assessment

CA ANZ recognises that candidate performance in an assessment may at times be affected by a range of extenuating circumstances beyond their control, including misadventure, accident, and illness. As such, CA ANZ gives special consideration to candidates whose performance is demonstrated to be affected by serious misadventure, accident, illness, or other extenuating circumstances to ensure that assessment of all candidates at CA ANZ is equitable and fair, while also ensuring that learning outcomes are achieved to a satisfactory level.

For details on available support, refer to the CA ANZ Assistance for Candidates Policy on the CA Program Policy webpage. If candidates require additional support during their studies, they can contact the teaching staff through

My Capability or the candidate support team on [CandidateSupportProgram@charteredaccountantsanz.com](mailto:CandidateSupportProgram@charteredaccountantsanz.com).

<sup>2</sup> Word count includes everything in the main body of the text (e.g., headings, tables, citations, quotes, footnotes, lists, etc) and appendices. The only material NOT INCLUDED in the word count is the list of references.

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## 19. Academic integrity

'Academic integrity' refers to actions that are aligned with values of honesty, trust, fairness, respect and responsibility in learning, teaching and research. Ethical conduct and academic integrity are fundamental to the mission of CA ANZ and academic misconduct will not be accepted.

It is every candidate's responsibility to make sure that they understand what academic misconduct is and refrain from engaging in it. This means that every assessment a candidate submits/completes in the CA Program must be their own. It also means that all forms of academic dishonesty, including cheating (including contract cheating), plagiarism, collusion, falsification or fabrication of data, and copyright infringement are not acceptable and that penalties apply in cases of academic misconduct.

All candidates are expected to familiarise themselves with the CA Program Code of Conduct and the CA ANZ Candidate Academic Integrity Policy and Procedure, which are available from CA ANZ website, and to act in accordance with these.

Academic integrity means actions that are aligned with values of honesty, trust, fairness, respect and responsibility in learning, teaching and research. Ethical conduct and academic integrity are fundamental to the mission of CA ANZ and academic misconduct will not be accepted.

It is every candidate's responsibility of every candidate to make sure that they understand what academic misconduct is and refrain from engaging in it. This means that every assessment a candidate submits/completes in the CA Program must be their own. It also means that all forms of academic dishonesty, including cheating (including contract cheating), plagiarism, collusion, falsification or fabrication of data, and copyright infringement are not acceptable and that penalties apply in cases of academic misconduct.

All candidates are expected to familiarise themselves with the CA Program Code of Conduct and the CA ANZ Candidate Academic Integrity Policy and Procedure which are available from CA ANZ website, and to act in accordance with these.

### Plagiarism and Plagiarism Monitoring

Plagiarism is a form of academic misconduct that occurs when the work or intellectual property of another person is presented as one's own without appropriate acknowledgement or referencing. Plagiarism is a serious offence.

Turnitin plagiarism software is used at CA ANZ to help candidates ensure that their assignments do not contain plagiarised material and to help staff detect plagiarism in submitted work. Candidates can submit draft assignments to Turnitin for feedback concerning textual similarity or authoring issues before submitting the assignment for marking. This means that any issues that are detected can be corrected before submitting the assignment for assessment.

In accordance with the CA ANZ Candidate Academic Integrity Policy and Procedure, all assignments that are submitted for assessment may be subject to textual similarity review by Turnitin.com to detect plagiarism<sup>3</sup>.

## 20. Candidate support and assistance

CA ANZ offers a range of services to support candidate learning:

- Learning support service
- Accessibility assistance service
- Counselling service
- Other wellbeing services

For further details, including information on emergency contacts, go to <https://www.charteredaccountantsanz.com/become-a-member/ca-program-policies> and refer to Candidate Support, Health, Wellbeing, Safety and Advocacy Information.

<sup>3</sup> Use of the Turnitin.com service is subject to the Usage Policy posted on the Turnitin.com site.

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## 21. Candidates' rights and responsibilities

It is every candidate's responsibility to be aware of all relevant legislation, codes, guidelines, policies and procedures relating to their rights and responsibilities as a candidate. These include:

- The CA ANZ Code of Conduct for provisional members
- The CA ANZ Guiding Ethical Principles
- The CA Program Candidate Academic Integrity Policy and Procedure
- The CA Program Assessment and Grading Policy and Procedure
- The CA Program Enrolment Terms and Conditions
- The CA Programs policies on appropriate use of software and computer facilities.

For more information, go to <https://www.charteredaccountantsanz.com/become-a-member/ca-program-policies>.

## 22. Feedback

We welcome feedback to assist in the continuous improvement of this subject. Candidates are encouraged to give subject feedback via the Candidate Satisfaction Survey (CSS).

## 23. Parallel teaching statement

This subject may involve parallel teaching with individuals undertaking other learning pathways to full CA ANZ membership.

## 24. Disclaimer

This subject outline may be updated from time to time. To ensure candidates have the correct version, they should check the subject welcome page in My Capability at the beginning of each term.