

普通高等教育“十三五”规划教材  
应用型院校会计专业核心课程教材

# 会计英语

谭茜玮 主编



立信会计出版社  
LIXIN ACCOUNTING PUBLISHING HOUSE

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# 前 言

随着我国会计准则与国际会计准则的日益趋同以及全球化进程的不断推进,会计专业学生的国际化教学成为必然,这也将有助于开拓学生的视野,培养国际化的会计人才。本教材通过阐述国际会计准则下企业财务会计的基本理论知识,使学生熟悉国际准则下的会计核算内容及账务处理方法,了解中西方会计核算体系的差异,为学习其他专业知识和将来实际工作打下必要的基础。同时,学习本教材可以培养学生独立阅读英文原版教材及其他英文文献的能力,以便能够应对未来日趋国际化的就业环境,最终实现国际化会计人才的培养目标。

本教材编写组成员均具有海外留学背景以及多年会计英语教学的实践经验,本教材具有如下特点:

(1) 本教材依据国际财务报告准则 International Financial Reporting Standards (IFRSs)进行编写。我国财政部也已颁布了与 IFRSs 趋同的《企业会计准则》。因此,本教材具有较强的实用性和创新性,能让学生接触最前沿的会计理论与实务知识。

(2) 本教材参考了国际上比较受欢迎的英文原版教材,使用地道、简练的英语进行诠释,比较通俗易懂,同时采用国内读者熟识的结构,分别从会计导论、会计等式和复式记账、会计循环、资产、负债、权益、财务报表这几个角度来阐述国际会计准则的基础内容。

(3) 本教材每章都由六部分组成:学习目标(learning objectives)、正文、重点词汇(key terms)、难点注释(notes to the text)、课堂自测题(self-test question)和课后习题(exercises)。其中,“重点词汇”方便学生进行课前自学;“难点注释”便于学生深入理解章节重点;“课堂自测题”可以让学生及时检测学习成果、强化重点知识;“课后习题”可以让教师借助此部分习题合理安排上课内容,讲练结合,同时也利于学生课后对本章节内容进行巩固。

本教材编写组成员和分工如下:谭茜玮(第一章、第五章、第六章)、白澄宇(第二章、第三章)、郭崇(第四章和报表附注)、王丰(第七章、第八章)、王佳一(第九章)和程静(第十章)。刘丹和刘之茵负责核对。在编写过程中,我们参阅了大量国内外教材、专著,并得到了郑州升达经贸管理学院会计学院张欣院长、立信会计出版社的大力支持和帮助,在此一并致谢。

本教材中涉及的企业名称和人名均为虚构,如有雷同,纯属巧合。由于编者水平有限,另外,国际会计准则也在不断更新发展,教材中难免会有疏漏和不足,欢迎广大读者提出宝贵意见。

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# Chapter 1 Introduction to accounting

## 第一章 会计导论



### Learning objectives

After studying this chapter, you should be able to

- Understand the nature of accounting and business
- Defined the types and forms of business entity
- Understand why keep accounts
- Recognise financial accounting and management accounting
- Recognise the users of accounting information
- Understand the regulatory framework
- Understand accounting assumption
- Recognise the qualitative characteristics of financial information

### 1. Nature of accounting and business (会计和企业的本质)

Accounting is the process of collecting, recording, summarizing and communicating financial information. Accounting is often described as an information system. It is the system that measures business activities, processes information into reports and communicates these findings to decision makers.(1)

A business is an organisation in which basic resources (inputs), such as materials and labor, are assembled and processed to provide goods or services (outputs) to customers. The objective of most businesses is to earn a profit. Profit is the difference between the amounts received from customers for goods or services and the amounts paid for the inputs used to provide the goods or services.(2)

### 2. Types and forms of business entity(商业实体的类型和组织形式)

#### 2.1 Types of businesses(商业实体的类型)

There are three main types of businesses operated for profit include service,



merchandising, and manufacturing businesses. Each type of business and some examples are described below.(3)

Service businesses provide services rather than products to customers.

- China United Telecommunications Corporation (Telecommunication Services)

Merchandising businesses sell products they purchase from other businesses to customers.

- Wal-Mart China (General Merchandise)

Manufacturing businesses change basic inputs into products that are sold to customers.

- Haier Group (Electrical Appliances)

### 2.2 Forms of business entities(商业实体的组织形式)

A business is normally organized in one of the following three forms:

- Sole traders
- Partnerships
- Limited liability companies

Sole traders. A sole tradership is a business owned and run by one individual. A sole-trader is not only the owner of the capital of the undertaking, but will be fully liable for debts and liabilities, for example, if the partnership is sued.

Partnerships. These are arrangements between individuals to carry on business in common with a view to profit. A partnership, however, involves obligations to others, and so a partnership is usually governed by a partnership agreement. Unless it is a limited liability partnership (LLP), partners will be fully liable for debts and liabilities, for example, if the partnership is sued.

Limited liability companies. Limited liability status means that the business's debts and the personal debts of the business's owners (shareholders) are legally separated. The shareholders cannot be sued for the debts of the business unless they have given some personal guarantees. This is called limited liability.

### 3. Why keep accounts(为什么要记账)

Accounting information is essential to the efficient running of a business. It helps managers to control the use of resources, keep track of the assets and liabilities of the business and plan effectively for the future.(4)

Accounts show where money came from and how it has been spent.

Functions	Comment
Aids the efficient running of a business	Keep a record of income and expenditure so that the correct amounts can be paid or collected at the correct times. Keeping records of a business's assets helps to keep them secure.



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Functions	Comment
Indicates how successfully managers are performing	For those enterprises owned by many shareholders, the owners are not involved in the day-to-day running of the business, but appoint managers to act on their behalf.
Provides information about the resources and activities of a business	A business should provide information about its resources and activities because there are many groups of people who need or want that information.

## 4. Financial accounting and management accounting( 财务会计和管理会计)

### 4.1 Financial accounting( 财务会计)

Financial accounting is mainly a method of reporting the financial performance and financial position of a business. It is not primarily concerned with providing information towards the more efficient running of the business. Although financial accounts are of interest to management, their principal function is to satisfy the information needs of persons not involved in running the business. They provide historical information.

Financial accounting systems ensure that the assets and liabilities of a business are properly accounted for, and provide information about profits and so on for shareholders and for other interested parties.(5)

### 4.2 Management accounting( 管理会计)

The information needs of management go far beyond those of other account users. Managers have the responsibility of planning and controlling the resources of the business. Therefore they need much more detailed information. They also need to plan for the future (e.g. budgets, which predict future revenue and expenditure).

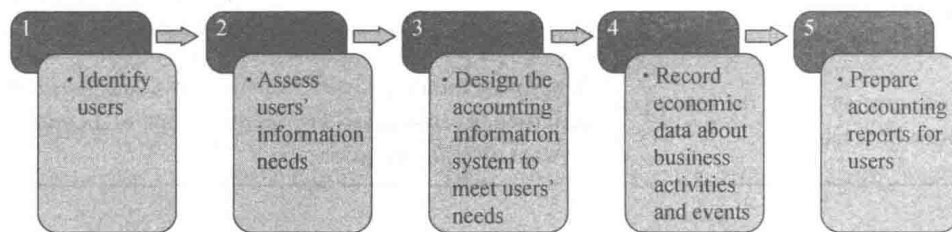
Management accounting is a management information system which analyses data to provide information as a basis for managerial actions. The concern of a management accountant is to present accounting information in the form most helpful to management. Management accounting systems provide information specifically for the use of managers within an organisation.(6)

## 5. Users of accounting information( 会计信息的使用者)

The role of accounting in business is to provide information for managers to use in operating the business. In addition, accounting provides information to other users in assessing the economic performance and condition of the business. Thus, accounting can be defined as an information system that provides reports to users about the economic activities and conditions of a business. You could think of accounting as a “language of



business”, because accounting is the means by which businesses’ financial information is communicated to users. The process by which accounting provides information to users is as follows:



Accounting information is required for various users both within and outside the business. The following people are likely to be interested in financial information about a public company.(7)

User group	Comment
Managers	They are appointed by the company’s owners to supervise the day-to-day activities of the company. The owners need to know the company’s current and future financial situation. Therefore, they can manage the business effectively and make effective decisions.
Shareholders	They want to know how effectively management is performing and how much profit they can afford to withdraw from the business for their own use.
Trade contacts	Suppliers who provide goods to the company on credit want to know the company’s ability to repay their debts; customers want to know that the company is a secure source of supply and is in no danger of closing down.
Providers of finance	A bank which allows the company to operate an overdraft, or provides finance might want to know that the company is able to meet interest payments, and eventually to repay the amounts advanced.
The taxation authorities	They want to know about business profits in order to assess the tax payable by the company, including sales taxes.
Employees	They should have the right to know about the company’s financial situation, because their future career and the level of their wages and salaries depend on it.
Government	They are interested in the allocation of resources and therefore in the activities of enterprises. They also require information in order to provide a basis for national statistics.

## 6. The regulatory framework( 监管框架)

### 6.1 The regulatory system( 监管制度)

A number of factors have shaped the development of financial accounting. The purpose of this section is to give a general picture of some of the factors which have shaped financial accounting. We will concentrate on the accounts of limited liability



companies, as these are the accounts most closely regulated by statute or otherwise.

The following factors that have shaped financial accounting can be identified:

- National/local legislation
- Accounting concepts and individual judgement
- Accounting standards
- Other international influences
- Generally Accepted Accounting Principles (GAAP)
- Fair presentation

(a) National/local legislation

In most countries, limited liability companies are required by law to prepare and publish accounts annually. The form and content of the accounts are regulated primarily by national legislation.

(b) Accounting concepts and individual judgement

Many figures in financial statements are derived from the application of judgement in applying fundamental accounting assumptions and conventions. This can lead to subjectivity. Accounting standards were developed to try to address this subjectivity.

Financial statements are prepared on the basis of a number of fundamental accounting assumptions and conventions. Many figures in financial statements are derived from the application of judgements in putting these assumptions into practice. It is clear that different people exercising their judgements on the same fact can arrive at very different conclusions.

(c) Accounting standards

In an attempt to deal with some of the subjectivity, and to achieve comparability between different organisations, accounting standards have been developed. These are developed at both a national level (in most countries) and an international level. International Financial Reporting Standards (IFRSs) are produced by the International Accounting Standards Board (IASB).

## 6.2 The International Accounting Standards Board (IASB) (国际会计准则委员会)

The IASB develops IFRSs. The main objectives of the IFRS Foundation are to raise the standard of financial reporting and eventually bring about global harmonization of accounting standards.

The International Accounting Standards Board (IASB) is an independent, privately funded body that develops and approves IFRSs.(8)

Prior to 2003, standards were issued as International Accounting Standards (IASs). In 2003, IFRS 1 was issued and all new standards are now designated as IFRSs. Therefore, IFRSs encompass both IFRSs, and IASs still in force (e.g. IAS 7). Throughout