

学习成果公告



IMA's Certification for
Accountants and
Financial Professionals
in Business

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Certified Management Accountant

注册管理会计师

Learning Outcome Statements

学习成果公告

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(内容大纲 2020 年 1 月生效)

Part 1 – Financial Planning, Performance, and Analytics

第一部分 - 财务规划、绩效与分析

Section A. External Financial Reporting Decisions (15% - Levels A, B, and C)

第 A 节. 外部财务报告决策 (15%—A 级、B 级和 C 级)

Part 1 – Section A.1. Financial statements

第一部分—第 A.1 节 财务报表

For the balance sheet, income statement, statement of changes in equity, and the statement of cash flows, the candidate should be able to:

对资产负债表、利润表、所有者权益变动表和现金流量表，考生应能：

- a. identify the users of these financial statements and their needs 识别这些财务报表的使用者及他们的需求
- b. demonstrate an understanding of the purposes and uses of each statement 理解每一种财务报表的目的及用途
- c. identify the major components and classifications of each statement 识别每一种财务报表的主要组成部分及分类
- d. identify the limitations of each financial statement 识别每一种财务报表的局限性
- e. identify how various financial transactions affect the elements of each of the financial statements and determine the proper classification of the transaction 识别不同财务交易事项如何影响每一种财务报表的各要素，确定对财务交易事项的正确分类
- f. demonstrate an understanding of the relationship among the financial statements 理解财务报表之间的关系
- g. demonstrate an understanding of how a balance sheet, an income statement, a statement of changes in equity, and a statement of cash flows (indirect method) are prepared 理解如何编制资产负债表、利润表、所有者权益变动表和现金流量表（间接法）

With respect to integrated reporting, the candidate should be able to:

关于综合报告，考生应能：

- h. define integrated reporting (IR), integrated thinking, and the integrated report and demonstrate an understanding of the relationship between them 定义编制综合报告，整合思维，和综合报告，并理解它们之间的关系
- i. identify the primary purpose of IR 识别综合报告的主要目的
- j. explain the fundamental concepts of value creation, the six capitals, and the value creation process 解释综合报告中价值创造，六项资本，和价值创造过程的基础概念
- k. identify elements of an integrated report; i.e., organizational overview and external environment, governance, business model, risks and opportunities, strategy and resource allocation, performance, outlook, and basis of preparation and presentation 识别综合报告中的各项组成部分，如机构概述和外部环境，管控，商业模式，风险和机遇，战略和资源配置，绩效，前景展望，以及编制和列报基础
- l. identify and explain the benefits and challenges of adopting IR 识别并解释采用综合报告的优点和挑战

Part 1 – Section A.2. Recognition, measurement, valuation, and disclosure

第一部分 – 第 A.2 节 确认，计量，计价和披露

The candidate should be able to:

考生应能：

Asset valuation

资产计价

- a. identify issues related to the valuation of accounts receivable, including timing of recognition and estimation of the allowance for credit losses 识别应收账款计价的相关问题，包括确认坏账的时间和对坏账准备的估计
- b. distinguish between receivables sold (factoring) on a with-recourse basis and those sold on a without-recourse basis, and determine the effect on the balance sheet 区分有追索权的方式销售（出让）应收账款和无追索权的方式销售应收账款，并确定其对资产负债表的影响
- c. identify issues in inventory valuation, including which goods to include, what costs to include, and which cost assumption to use 识别存货计价的相关问题，包括哪些货物可记入存货，哪些成本可记入存货，及使用哪种成本假设
- d. identify and compare cost flow assumptions used in accounting for inventories 识别与比较存货的成本流转假设
- e. demonstrate an understanding of the lower of cost or market rule for LIFO and the retail inventory method and the lower of cost and net realizable value rule for all other inventory methods 理解在后进先出存货计价时使用成本与市价孰低法，并理解其他存货计价时使用零售价格法及成本与可变现净值孰低法

- f. calculate the effect on income and on assets of using different inventory methods 计算使用不同存货计价方法对利润与资产的影响
- g. analyze the effects of inventory errors 分析存货计价错误的影响
- h. identify advantages and disadvantages of the different inventory methods 识别不同存货计价方法的利弊
- i. recommend the inventory method and cost flow assumption that should be used for a firm given a set of facts 在给定条件下为公司推荐存货计价方法和存货的成本流转假设
- j. demonstrate an understanding of the following debt security types: trading, available-for-sale, and held-to-maturity 理解以下债务性证券类型：交易证券，可供出售证券，以及持有至到期证券
- k. demonstrate an understanding of the valuation of debt and equity securities 理解债券和权益证券的计价
- l. determine the effect on the financial statements of using different depreciation methods 确定使用不同折旧方法对财务报表产生的影响
- m. recommend a depreciation method for a given a set of data 在给定数据下推荐一种折旧方法
- n. demonstrate an understanding of the accounting for impairment of long-term assets and intangible assets, including goodwill 理解对长期资产和无形资产减值的会计处理，包括商誉减值的会计处理方法

Valuation of liabilities

负债计价

- o. identify the classification issues of short-term debt expected to be refinanced 识别短期负债再融资的分类问题
- p. compare the effect on financial statements when using either the assurance warranty approach or the service warranty approach for accounting for warranties 比较使用保证担保计提法或服务担保计提法记录售后担保成本对财务报表的影响

Income taxes (applies to Assets and Liabilities subtopics)

所得税（适用于资产与负债的子课题）

- q. demonstrate an understanding of interperiod tax allocation/deferred income taxes 理解所得税的跨期分摊/递延所得税
- r. distinguish between deferred tax liabilities and deferred tax assets 区分递延所得税负债和递延所得税资产
- s. differentiate between temporary differences and permanent differences and identify examples of each 区别暂时性差异和永久性差异，并分别举例

Leases (applies to Assets and Liabilities subtopics)

租赁（适用于资产与负债的子课题）

- t. distinguish between operating and finance leases 区分经营性租赁和融资租赁

- u. recognize the correct financial statement presentation of operating and finance leases 识别对经营性租赁和融资租赁的正确财务报表列报

Equity transactions

权益性交易

- v. identify transactions that affect paid-in capital and those that affect retained earnings 识别影响实缴资本和留存收益的交易
- w. determine the effect on shareholders' equity of large and small stock dividends, and stock splits 确认大额股票股利、小额股票股利以及股份分割对股东权益的影响

Revenue recognition

收入确认

- x. apply revenue recognition principles to various types of transactions 将收入确认原则应用于各种类型的交易
- y. demonstrate an understanding of revenue recognition for contracts with customers using the five steps required to recognize revenue 运用收入确认所要求的五个步骤，理解与客户合同的收入确认问题
- z. demonstrate an understanding of the matching principle with respect to revenues and expenses and be able to apply it to a specific situation 理解收入与支出配比原则，并能根据特定情况运用这一原则

Income measurement

收益计量

- aa. define gains and losses and indicate the proper financial statement presentation 定义利得与损失并说明其正确的财务报表列报
- bb. demonstrate an understanding of the treatment of gain or loss on the disposal of fixed assets 理解处置固定资产损益的会计方法
- cc. demonstrate an understanding of expense recognition practices 理解费用确认实例
- dd. define and calculate comprehensive income 定义并计算综合收益
- ee. identify the correct treatment of discontinued operations 识别正确处置终止经营的会计方法

GAAP – IFRS differences

美国公认会计原则与国际财务报告准则的差异

Major differences in reported financial results when using GAAP vs. IFRS and the impact on analysis 对比采用美国公认会计原则（GAAP）与采用国际财务报告准则（IFRS）对报告的财务结果带来的主要差别，以及分析带来的影响

- ff. identify and describe the following differences between U.S. GAAP and IFRS: (i) expense recognition, with respect to share-based payments and employee benefits; (ii) intangible assets, with respect to development costs and revaluation; (iii) inventories, with respect to costing methods, valuation, and

write-downs (e.g., LIFO); (iv) leases, with respect to lessee operating and finance leases; (v) long-lived assets, with respect to revaluation, depreciation, and capitalization of borrowing costs; and (vi) impairment of assets, with respect to determination, calculation, and reversal of loss 识别并描述美国 GAAP 与 IFRS 之间的下列差异：(i)以股份为基础支付和员工福利费用确认方面的差异；(ii)与无形资产的开发成本和重新估价相关的差异；(iii)存货的成本计算、计价和减记方法（例如后进先出）方面的差异；(iv)经营性租赁和融资性租赁方面的差异；(v)长期资产的重新估价、折旧和借款成本资本化方面的差异；(vi)资产减值的确定、计算和损失转回方面的差异

Section B. Planning, Budgeting and Forecasting (20% - Levels A, B, and C)

第 B 节. 规划、预算和预测（20%—A 级、B 级和 C 级）

Part 1 – Section B.1. Strategic planning

第一部分—第 B.1 节 战略规划

The candidate should be able to:

考生应能：

- a. discuss how strategic planning determines the path an organization chooses for attaining its long-term goals, vision, and mission, and distinguish between vision and mission 讨论战略规划如何决定一个组织为达到其长期目标，愿景，及使命所选择的途径；区别愿景和使命
- b. identify the time frame appropriate for a strategic plan 识别战略规划的适当时限
- c. identify the external factors that should be analyzed during the strategic planning process and understand how this analysis leads to recognition of organizational opportunities, limitations, and threats 识别在战略规划制定过程中应分析的外部因素，理解这项分析如何有助于识别组织所面临的机会、局限以及威胁
- d. identify the internal factors that should be analyzed during the strategic planning process and explain how this analysis leads to recognition of organizational strengths, weaknesses, and competitive advantages 识别在战略规划制定过程中应分析的内部因素，解释这项分析如何有助于识别组织的优势、劣势以及竞争优势
- e. demonstrate an understanding of how the mission leads to the formulation of long-term business objectives such as business diversification, the addition or deletion of product lines, or the penetration of new markets 理解公司使命如何有助于长期业务目标的形成，例如多种经营，增加或终止产品线，或者渗透新市场
- f. explain why short-term objectives, tactics for achieving these objectives, and operational planning (master budget) must be congruent with the strategic plan and contribute to the achievement of long-term strategic goals 解释为什么短期

目标，达到这些目标所用的策略，以及经营性规划（总预算）必须与战略规划相符合，并有助于长期战略目标的实现

- g. identify the characteristics of successful strategic plans 识别成功的战略规划的特点
- h. describe Porter's generic strategies, including cost leadership, differentiation, and focus 描述波特的一般竞争战略，包括低成本战略，差异化战略和重点集中战略
- i. demonstrate an understanding of the following planning tools and techniques: SWOT analysis, Porter's 5 forces, situational analysis, PEST analysis, scenario planning, competitive analysis, contingency planning, and the BCG Growth-Share Matrix 理解以下规划工具和技术：强弱危机分析（SWOT analysis），波特五力（Porter's 5 forces），形势分析，政治，经济，社会和技术(PEST)分析，情境规划，竞争力分析，应急计划以及波士顿咨询公司成长占有率矩阵（BCG Growth-Share Matrix）

Part 1 – Section B.2. Budgeting concepts

第一部分—第 B.2 节 预算概念

The candidate should be able to:

考生应能:

- a. describe the role that budgeting plays in the overall planning and performance evaluation process of an organization 描述一个组织的预算编制在整体规划和绩效评价过程中的角色
- b. explain the interrelationships between economic conditions, industry situation, and a firm's plans and budgets 解释经济情况、行业形势和企业规划及预算之间的相互关系
- c. identify the role that budgeting plays in formulating short-term objectives and planning and controlling operations to meet those objectives 识别预算编制在制定短期目标和规划及控制营运状况以达到这些目标中所起的作用
- d. demonstrate an understanding of the role that budgets play in measuring performance against established goals 理解预算在衡量绩效是否达标中所起的作用
- e. identify the characteristics that define successful budgeting processes 识别成功的预算编制过程的特点
- f. explain how the budgeting process facilitates communication among organizational units and enhances coordination of organizational activities 解释编制预算的流程如何促进组织的各单位之间相互沟通，并提高组织的各项作业之间的协调
- g. describe the concept of a controllable cost as it relates to both budgeting and performance evaluation 描述可控成本的概念及其相关的预算编制和绩效评价

- h. explain how the efficient allocation of organizational resources are planned during the budgeting process 解释在预算编制过程中，如何规划组织资源的有效分配
- i. identify the appropriate time frame for various types of budgets 识别对不同类型的预算应如何确定其不同的时限
- j. identify who should participate in the budgeting process for optimum success 识别谁应该参与预算的编制过程，以使预算达到最佳的结果
- k. describe the role of top management in successful budgeting 描述在成功的预算编制中最高层所起的作用
- l. demonstrate an understanding of the use of cost standards in budgeting 理解在编制预算中标准成本的运用
- m. differentiate between ideal (theoretical) standards and currently attainable (practical) standards 区分理想（理论）标准和当前可以达到（可行）的标准
- n. differentiate between authoritative standards and participative standards 区分主管决定的标准和群众参与制订的标准
- o. identify the steps to be taken in developing standards for both direct material and direct labor 识别在制订直接材料和直接人工的标准时应该采取的步骤
- p. demonstrate an understanding of the techniques that are used to develop standards such as activity analysis and the use of historical data 理解制订标准所采用的技术，诸如作业分析和采用历史数据
- q. discuss the importance of a policy that allows budget revisions that accommodate the impact of significant changes in budget assumptions 讨论在原有预算假设发生重大变化时，为适应变化造成的影响，要对预算进行修改的重要性
- r. explain the role of budgets in monitoring and controlling expenditures to meet strategic objectives 解释预算在监督和控制开支以达到战略目标中所起的作用
- s. define budgetary slack and discuss its impact on goal congruence 定义预算松弛，并讨论它对目标一致性的影响

Part 1 – Section B.3. Forecasting techniques

第一部分—第 B.3 节 预测技术

The candidate should be able to:

考生应能：

- a. demonstrate an understanding of a simple regression equation 理解简单回归方程
- b. define a multiple regression equation and recognize when multiple regression is an appropriate tool to use for forecasting 定义多元回归方程，并识别在何种情况下多元回归适用于预测
- c. calculate the result of a simple regression equation 计算简单回归方程

- d. demonstrate an understanding of learning curve analysis 理解学习曲线分析
- e. calculate the results under a cumulative average-time learning model 用累积平均时间学习模式进行计算
- f. list the benefits and shortcomings of regression analysis and learning curve analysis 列示回归分析和学习曲线分析的优缺点
- g. calculate the expected value of random variables 计算随机变量的期望值
- h. identify the benefits and shortcomings of expected value techniques 识别期望值技术的优缺点
- i. use probability values to estimate future cash flows 应用概率值对未来的现金流量作出估计

Part 1 – Section B.4. Budget methodologies

第一部分—第 B.4 节 预算方法

For each of the budget systems identified (annual/master budgets, project budgeting, activity-based budgeting, zero-based budgeting, continuous (rolling) budgets, and flexible budgeting), the candidate should be able to:

对各项不同的预算（年度/总预算、项目预算编制、作业预算编制、零基预算编制、连续（滚动）预算和弹性预算编制），考生应能：

- a. define its purpose, appropriate use, and time frame 定义其目的、适当的用途和时限
- b. identify the budget components and explain the interrelationships among the components 识别预算的组成，并解释各组成部分的相互关系
- c. demonstrate an understanding of how the budget is developed 理解如何制定预算
- d. compare and contrast the benefits and limitations of the budget system 比较并对比预算制度的优点及局限性
- e. evaluate a business situation and recommend the appropriate budget solution 评价企业的状况，并推荐适用的预算方法
- f. prepare budgets on the basis of information presented 按所提供的信息编制各项预算
- g. calculate the impact of incremental changes to budgets 计算预算发生增量变化的影响

Part 1 – Section B.5. Annual profit plan and supporting schedules

第一部分—第 B.5 节 年度利润计划和附表

The candidate should be able to:

考生应能：

- a. explain the role of the sales budget in the development of an annual profit plan 解释销售预算在制定年度利润计划中所起的作用
- b. identify the factors that should be considered when preparing a sales forecast 识别在编制销售预算中应考虑的因素

- c. identify the components of a sales budget and prepare a sales budget 识别销售预算的组成部分，并编制销售预算
- d. explain the relationship between the sales budget and the production budget 解释销售预算和生产预算之间的关系
- e. identify the role that inventory levels play in the preparation of a production budget and define other factors that should be considered when preparing a production budget 识别存货水平在编制生产预算中所起的作用，并定义在编制生产预算时应该考虑的其他因素
- f. prepare a production budget 编制生产预算
- g. demonstrate an understanding of the relationship between the direct materials budget, the direct labor budget, and the production budget 理解直接材料预算、直接人工预算和生产预算之间的关系
- h. explain how inventory levels and procurement policies affect the direct materials budget 解释存货水平和采购政策如何影响直接材料预算
- i. prepare direct materials and direct labor budgets based on relevant information and evaluate the feasibility of achieving production goals on the basis of these budgets 根据相关信息编制直接材料和直接人工预算，并根据这些预算对达成生产目标的可行性作出评价
- j. demonstrate an understanding of the relationship between the overhead budget and the production budget 理解间接费用预算和生产预算之间的关系
- k. separate costs into their fixed and variable components 把成本分离为固定和变动两个组成部分
- l. prepare an overhead budget 编制间接费用预算
- m. identify the components of the cost of goods sold budget and prepare a cost of goods sold budget 识别销货成本预算的组成部分，并编制销货成本预算
- n. demonstrate an understanding of contribution margin per unit and total contribution margin, identify the appropriate use of these concepts, and calculate both unit and total contribution margin 理解单位边际贡献和边际贡献总额；识别对这些概念的适当应用，并计算单位边际贡献和边际贡献总额
- o. identify the components of the selling and administrative expense budget 识别销售与管理费用预算的组成部分
- p. explain how specific components of the selling and administrative expense budget may affect the contribution margin 解释销售与管理费用预算的一些特定的组成部分如何影响边际贡献
- q. prepare an operational (operating) budget 编制业务（营业）预算
- r. prepare a capital expenditure budget 编制资本支出预算
- s. demonstrate an understanding of the relationship between the capital expenditure budget, the cash budget, and the pro forma financial statements 理解资本支出预算、现金预算和预计财务报表之间的关系
- t. define the purposes of the cash budget and describe the relationship between the cash budget and all other budgets 定义现金预算的目的，并描述现金预算与其他各项预算之间的关系

- u. demonstrate an understanding of the relationship between credit policies and purchasing (payables) policies and the cash budget 理解信贷政策和采购（应付账款）政策与现金预算之间的关系
- v. prepare a cash budget 编制现金预算

Part 1 – Section B.6. Top-level planning and analysis

第一部分—第 B.6 节 顶层规划与分析

The candidate should be able to:

考生应能:

- a. define the purpose of a pro forma income statement, a pro forma balance sheet, and a pro forma statement of cash flows, and demonstrate an understanding of the relationship among these statements and all other budgets 定义预计利润表、预计资产负债表和预计现金流量表的目的；理解这些报表与其他预算之间的关系
- b. prepare pro forma income statements based on several revenue and cost assumptions 根据若干项收入和成本的假设，编制预计利润表
- c. evaluate whether a company has achieved strategic objectives based on pro forma income statements 根据预计利润表，评价一个公司是否达到其战略目标
- d. use financial projections to prepare a pro forma balance sheet and a pro forma statement of cash flows 应用财务预测数据，编制预计资产负债表和预计现金流量表
- e. identify the factors required to prepare medium- and long-term cash forecasts 识别编制中期现金预测和长期现金预测所需的要素
- f. use financial projections to determine required outside financing and dividend policy 应用财务预测数据，确定外部融资的需求额和股利政策

Section C. Performance Management (20% - Levels A, B, and C)

第 C 节. 绩效管理（20%—A 级、B 级和 C 级）

Part 1 – Section C.1. Cost and variance measures

第一部分—第 C.1 节 成本与差异核算

The candidate should be able to:

考生应能:

- a. analyze performance against operational goals using measures based on revenue, manufacturing costs, non-manufacturing costs, and profit depending on the type of center or unit being measured 根据所考核的责任中心或单位的类型，采用收入、制造成本、非制造成本和利润为衡量指标，分析其绩效是否达到经营目标
- b. explain the reasons for variances within a performance monitoring system 在一个绩效监督体系中，解释造成差异的理由

- c. prepare a performance analysis by comparing actual results to the master budget, calculate favorable and unfavorable variances from the budget, and provide explanations for variances 经由实际结果与总预算对比来编制绩效分析，计算有利和不利差异，并对差异作出说明
- d. identify and describe the benefits and limitations of measuring performance by comparing actual results to the master budget 识别并描述把实际成果与总预算对比来衡量绩效的优点与局限性
- e. analyze a flexible budget based on actual sales (output) volume 根据实际销售（产出）量分析弹性预算
- f. calculate the sales-volume variance and the sales-price variance by comparing the flexible budget to the master (static) budget 比较弹性预算与总（静态）预算，计算销售数量差异和销售价格差异
- g. calculate the flexible-budget variance by comparing actual results to the flexible budget 比较实际结果与弹性预算，计算弹性预算差异
- h. investigate the flexible-budget variance to determine individual differences between actual and budgeted input prices and input quantities 分析弹性预算差异并确定实际与预算的投入价格的差异和投入数量的差异
- i. explain how budget variance reporting is utilized in a management by exception environment 解释在按例外原则管理的情况下如何利用预算差异报告
- j. define a standard cost system and identify the reasons for adopting a standard cost system 定义标准成本制度，并识别采用标准成本制度的理由
- k. demonstrate an understanding of price (rate) variances and calculate the price variances related to direct material and direct labor inputs 理解价格（费率）差异，并计算直接材料价格差异和直接人工价格差异
- l. demonstrate an understanding of efficiency (usage) variances and calculate the efficiency variances related to direct material and direct labor inputs 理解效率（用量）差异，并计算直接材料效率差异和直接人工效率差异
- m. demonstrate an understanding of spending and efficiency variances as they relate to fixed and variable overhead 理解与固定和变动间接费用有关的开支差异和效率差异
- n. calculate a sales-mix variance and explain its impact on revenue and contribution margin 计算销售组合差异，并解释它对收入和边际贡献的影响
- o. calculate and explain a mix variance 计算并解释组合差异
- p. calculate and explain a yield variance 计算并解释产出差异（实得差异）
- q. demonstrate how price, efficiency, spending, and mix variances can be applied in service companies as well as manufacturing companies 说明价格、效率、开支和组合差异如何既可以用于制造业公司，也可以用于服务性公司
- r. analyze factory overhead variances by calculating variable overhead spending variance, variable overhead efficiency variance, fixed overhead spending variance, and production volume variance 通过计算变动间接费用开支差异、变动间接费用效率差异、固定间接费用开支差异和产量差异，来分析工厂间接费用的各项差异

- s. analyze variances, identify causes, and recommend corrective actions 分析各项差异，识别原因并提出改进措施

Part 1 – Section C.2. Responsibility centers and reporting segments

第一部分—第 C.2 节 责任中心和报告部门

The candidate should be able to:

考生应能:

- a. identify and explain the different types of responsibility centers 识别并解释不同类型的责任中心
- b. recommend appropriate responsibility centers given a business scenario 给定某业务场景，推荐适用的责任中心制度
- c. calculate a contribution margin 计算边际贡献
- d. analyze a contribution margin report and evaluate performance 分析边际贡献报告并评估其绩效
- e. identify segments that organizations evaluate, including product lines, geographical areas, or other meaningful segments 识别组织对其绩效进行评估的各个分部，包括生产线、地理区域或依其他目的而划分的分部
- f. explain why the allocation of common costs among segments can be an issue in performance evaluation 解释为什么共同成本在各个分部之间的分配可能成为绩效评估中的一个问题
- g. identify methods for allocating common costs such as stand-alone cost allocation and incremental cost allocation 识别共同成本的各种分配方法，诸如独立成本分配法和增量成本分配法
- h. define transfer pricing and identify the objectives of transfer pricing 定义转移价格定价，识别转移价格定价的目的
- i. identify the methods for determining transfer prices and list and explain the advantages and disadvantages of each method 识别确定转移价格的各种方法，并列出和解释每一种方法的优缺点
- j. identify and calculate transfer prices using variable cost, full cost, market price, negotiated price, and dual-rate pricing 采用变动成本、全部成本、市场价格、协商价格和双重定价法，识别和计算转移价格
- k. explain how transfer pricing is affected by business issues such as the presence of outside suppliers and the opportunity costs associated with capacity usage 解释业务问题如何影响转移价格定价，例如外部供应商的存在和与产能利用相关的机会成本
- l. describe how special issues such as tariffs, exchange rates, taxes, currency restrictions, expropriation risk, and the availability of materials and skills affect performance evaluation in multinational companies 描述跨国公司的一些特殊问题，诸如关税、汇率、税收、货币限制、征收风险和获得材料和技术的可能性对其绩效评估的影响

Part 1 – Section C.3. Performance measures

第一部分—第 C.3 节 绩效考核

The candidate should be able to:

考生应能:

- a. explain why performance evaluation measures should be directly related to strategic and operational goals and objectives; why timely feedback is critical; and why performance measures should be related to the factors that drive the element being measured, e.g., cost drivers and revenue drivers 解释为什么绩效评估考核应该与战略和经营目标直接相关; 为什么及时反馈至关重要; 以及为什么绩效考核应该与驱动因素相联系, 例如成本动因和收入动因
- b. explain the issues involved in determining product profitability, business unit profitability, and customer profitability, including cost measurement, cost allocation, investment measurement, and valuation 解释与确定产品获利能力、经营单位获利能力和顾客获利能力有关的各项问题, 包括成本计量、成本分摊、投资计量和计价
- c. calculate product-line profitability, business unit profitability, and customer profitability 计算产品线的获利能力、经营单位获利能力和顾客获利能力
- d. evaluate customers and products on the basis of profitability and recommend ways to improve profitability and/or drop unprofitable customers and products 根据获利能力评估顾客和产品, 并对提高获利能力和/或终止不盈利的顾客和产品提出建议
- e. define and calculate return on investment (ROI) 定义和计算投资回报率 (ROI)
- f. analyze and interpret ROI calculations 分析并解释投资回报率的计算
- g. define and calculate residual income (RI) 定义和计算剩余收益 (RI)
- h. analyze and interpret RI calculations 分析并解释剩余收益的计算
- i. compare and contrast the benefits and limitations of ROI and RI as measures of performance 比较和对比使用投资回报率和剩余收益来考核绩效的优点和局限性
- j. explain how revenue and expense recognition policies may affect the measurement of income and reduce comparability among business units 解释收入与费用的确认政策如何可能影响收益的计量, 并减少经营单位之间的可比性
- k. explain how inventory measurement policies, joint asset sharing, and overall asset measurement policies may affect the measurement of investment and reduce comparability among business units 解释存货计量政策、产权共有和总体资产计量如何可能影响投资的计量, 并减少经营单位之间的可比性
- l. define key performance indicators (KPIs) and discuss the importance of these indicators in evaluating a firm 定义关键绩效指标, 并讨论其对于评估公司的重要性
- m. define the concept of a balanced scorecard and identify its components 定义平衡记分卡, 并识别它的组成部分

- n. identify and describe the perspectives of a balanced scorecard, including financial, customer, internal process, and learning and growth 识别并描述平衡记分卡的评估维度，包括财务、客户、内部流程以及学习和成长
- o. identify and describe the characteristics of successful implementation and use of a balanced scorecard 识别并描述成功运用平衡记分卡所具备的特性
- p. demonstrate an understanding of a strategy map and the role it plays 理解战略地图及其作用
- q. analyze and interpret a balanced scorecard and evaluate performance on the basis of the analysis 分析并解释平衡记分卡，并在分析的基础上评估绩效
- r. recommend performance measures and a periodic reporting methodology given operational goals and actual results 在给定经营目标和实际成果的情况下，推荐绩效考核指标和定期报告的方法

Section D. Cost Management (15% - Levels A, B, and C)

第 D 节. 成本管理 (15%—A 级、B 级和 C 级)

Part 1 – Section D.1. Measurement concepts

第一部分—第 D.1 节 计量概念

The candidate should be able to:

考生应能:

- a. calculate fixed, variable, and mixed costs and demonstrate an understanding of the behavior of each in the long and short term and how a change in assumptions regarding cost type or relevant range affects these costs 计算固定、变动、和混合成本并理解每种成本在长期和短期内的习性以及改变成本类型与相关范围的假设对这些成本的影响
- b. identify cost objects and cost pools and assign costs to appropriate activities 识别成本对象和成本归集点，并把各项成本分配到适当的作业中去
- c. demonstrate an understanding of the nature and types of cost drivers and the causal relationship that exists between cost drivers and costs incurred 理解成本动因的性质和类型，以及成本动因和发生的成本之间所存在的因果关系
- d. demonstrate an understanding of the various methods for measuring costs and accumulating work-in-process and finished goods inventories 理解成本核算的各种方法以及累积在产品 and 产成品成本
- e. identify and define cost measurement techniques such as actual costing, normal costing, and standard costing; calculate costs using each of these techniques; identify the appropriate use of each technique; and describe the benefits and limitations of each technique 识别并定义成本核算方法，诸如实际成本法、正常成本法和标准成本法；分别使用这些方法计算成本；识别每一种方法适当的用途；描述每一种方法的优点和局限性

- f. demonstrate an understanding of variable (direct) costing and absorption (full) costing and the benefits and limitations of these measurement concepts 理解变动（直接）成本法和吸收（全部）成本法及其优点和局限性
- g. calculate inventory costs, cost of goods sold, and operating profit using both variable costing and absorption costing 采用变动成本法和吸收成本法，计算存货成本、销货成本和营业利润
- h. demonstrate an understanding of how the use of variable costing or absorption costing affects the value of inventory, cost of goods sold, and operating income 理解运用变动成本法或吸收成本法如何影响存货价值、销货成本和营业收益
- i. prepare summary income statements using variable costing and absorption costing 采用变动成本法和吸收成本法编制利润简表
- j. determine the appropriate use of joint product and by-product costing 确定联产品和副产品成本计算法的恰当使用
- k. demonstrate an understanding of concepts such as split-off point and separable costs 理解分离点和可分离成本的概念
- l. determine the allocation of joint product and by-product costs using the physical measure method, the sales value at split-off method, constant gross profit (gross margin) method, and the net realizable value method; describe the benefits and limitations of each method 采用实物计量法、分离点的销售价值法、固定毛利（边际毛利）法和可实现净值法，确定对联产品和副产品成本的分摊额；描述每一种方法的优点和局限性

Part 1 – Section D.2. Costing systems

第一部分—第 D.2 节 成本计算系统

For each cost accumulation system identified (job order costing, process costing, activity-based costing, life-cycle costing), the candidate should be able to:

对每一种成本累积制度（分批成本法、分步成本法、作业成本法、生命周期成本法），考生应能：

- a. define the nature of the system, understand the cost flows of the system, and identify its appropriate use 定义该制度的性质、理解其成本流程并识别其恰当的用途
- b. calculate inventory values and cost of goods sold 计算存货价值和销货成本
- c. demonstrate an understanding of the proper accounting for normal and abnormal spoilage 理解正常和非正常损耗的适当会计处理
- d. discuss the strategic value of cost information regarding products and services, pricing, overhead allocations, and other issues 讨论与产品和服务、定价、间接费用分摊和其他问题相关的成本信息的战略意义
- e. identify and describe the benefits and limitations of each cost accumulation system 识别并描述每一种成本累积制度的优点和局限性
- f. demonstrate an understanding of the concept of equivalent units in process costing and calculate the value of equivalent units 理解分步成本法中约当产量的概念，并计算约当产量的价值

- g. define the elements of activity-based costing such as cost pool, cost driver, resource driver, activity driver, and value-added activity 定义作业成本法中的各项组成部分，诸如成本归集点、成本动因、资源动因、作业动因和增值作业
- h. calculate product cost using an activity-based system and compare and analyze the results with costs calculated using a traditional system 采用作业成本法计算产品成本，并与采用传统制度计算出的成本相比较，分析其结果
- i. explain how activity-based costing can be utilized in service firms 解释作业成本法如何应用于服务性企业
- j. demonstrate an understanding of the concept of life-cycle costing and the strategic value of including upstream costs, manufacturing costs, and downstream costs 理解生命周期成本法概念和将上游成本、制造成本及下游成本都包括在成本内的战略意义

Part 1 – Section D.3. Overhead costs

第一部分—第 D.3 节 间接成本

The candidate should be able to:

考生应能:

- a. distinguish between fixed and variable overhead expenses 区分固定间接费用和变动间接费用
- b. determine the appropriate time frame for classifying both variable and fixed overhead expenses 确定合适的时限来划分变动间接费用和固定间接费用
- c. demonstrate an understanding of the different methods of determining overhead rates, e.g., plant-wide rates, departmental rates, and individual cost driver rates 理解确定间接费用费率的不同方法，例如全厂费率、部门费率和个别成本动因费率
- d. describe the benefits and limitations of each of the methods used to determine overhead rates 描述用于确定间接费用费率所采用的每一种方法的优点和局限性
- e. identify the components of variable overhead expense 识别变动间接费用的组成部分
- f. determine the appropriate allocation base for variable overhead expenses 确定变动间接费用所适用的分配基础
- g. calculate the per-unit variable overhead expense 计算单位变动间接费用
- h. identify the components of fixed overhead expense 识别固定间接费用的组成部分
- i. identify the appropriate allocation base for fixed overhead expense 识别固定间接费用所适用的分摊基础
- j. calculate the fixed overhead application rate 计算固定间接费用分配率
- k. describe how fixed overhead can be over or under applied and how this difference should be accounted for in the cost of goods sold, work-in-process, and finished

goods accounts 描述固定间接费用可能会分配过多或分配不足的原因，以及这一差额应如何计入销货成本、在产品 and 产成品账户

- l. compare and contrast traditional overhead allocation with activity-based overhead allocation 比较并对传统的间接费用分摊方法与以作业为基础的间接费用分摊方法
- m. calculate overhead expense in an activity-based costing setting 采用作业成本法计算间接费用
- n. identify and describe the benefits derived from activity-based overhead allocation 识别并描述以作业为基础分摊间接费用的优点
- o. explain why companies allocate the cost of service departments such as Human Resources or Information Technology to divisions, departments, or activities 解释为什么企业要把诸如人力资源部或信息技术部等服务部门的成本分摊给各个分部、部门或作业
- p. calculate service or support department cost allocations using the direct method, the reciprocal method, the step-down method, and the dual allocation method 采用直接法、交叉分配法、阶梯分摊法和双重分摊法计算服务或辅助部门的成本分摊
- q. estimate fixed costs using the high-low method and demonstrate an understanding of how regression can be used to estimate fixed costs 采用高低法估计固定成本，理解如何利用回归法估计固定成本

Part 1 – Section D.4. Supply chain management

第一部分—第 D.4 节 供应链管理

The candidate should be able to:

考生应能:

- a. explain supply chain management 解释供应链管理
- b. define lean resource management techniques 定义精益资源管理技术
- c. identify and describe the operational benefits of implementing lean resource management techniques 识别并描述实施精益资源管理技术的运营优势
- d. define material requirements planning (MRP) 定义材料需求计划
- e. identify and describe the operational benefits of implementing a just-in-time (JIT) system 识别并描述采用适时系统的运营优势
- f. identify and describe the operational benefits of enterprise resource planning (ERP) 识别并描述企业资源计划的运营优势
- g. explain the concept of outsourcing and identify the benefits and limitations of choosing this option 解释外包的概念，并识别选用这一做法的优点和局限
- h. demonstrate a general understanding of the Theory of Constraints 理解约束理论
- i. identify the five steps involved in Theory of Constraints analysis 识别约束理论分析中的五个步骤
- j. define throughput costing (super-variable costing) and calculate inventory costs using throughput costing 定义产量成本法（超可变成本法），并采用产量成本法计算存货成本

- k. define and calculate throughput contribution 定义并计算产量贡献
- l. describe how capacity level affects product costing, capacity management, pricing decisions, and financial statements 描述产能水平如何影响产品成本计算、产能管理、定价决策和财务报表
- m. explain how using practical capacity as the denominator for the fixed costs allocation rate enhances capacity management 解释采用实际产能作为计算固定成本分摊费率的分母如何能提高对产能的管理
- n. calculate the financial impact of implementing the above-mentioned methods 计算实施上述各种方法在财务上产生的影响

Part 1. D.5. Business process improvement

第一部分 第 D.5 节 业务流程改进

The candidate should be able to:

考生应能:

- a. define value chain analysis 定义价值链分析
- b. identify the steps in value chain analysis 识别价值链分析的各步骤
- c. explain how value chain analysis is used to better understand a firm's competitive advantage 解释如何使用价值链分析以便更好地理解一个企业的竞争优势
- d. define, identify and provide examples of a value-added activity and explain how the value-added concept is related to improving performance 定义和识别增值作业并举出实例, 解释增值的概念如何与提高绩效有关
- e. demonstrate an understanding of process analysis and business process reengineering, and calculate the resulting savings 理解流程分析和业务流程再造并计算相应的财务结余
- f. define best practice analysis and discuss how it can be used by an organization to improve performance 定义最佳方法分析, 讨论一个组织如何应用这项分析来提高绩效
- g. demonstrate an understanding of benchmarking process performance 理解流程绩效标杆分析
- h. identify the benefits of benchmarking in creating a competitive advantage 识别标杆分析对创造竞争优势带来的好处
- i. apply activity-based management principles to recommend process performance improvements 应用作业管理原则提出改进流程绩效的建议
- j. explain the relationship among continuous improvement techniques, activity-based management, and quality performance 解释持续改进的方法、作业管理和质量绩效之间的关系
- k. explain the concept of continuous improvement and how it relates to implementing ideal standards and quality improvements 解释持续改进的概念, 以及这个概念与实施理想标准和改进质量之间的关系
- l. describe and identify the components of the costs of quality, commonly referred to as prevention costs, appraisal costs, internal failure costs, and external failure

costs 描述并识别质量成本的构成项目，通常称为预防成本、鉴定成本、内部故障成本和外部故障成本

- m. calculate the financial impact of implementing the above-mentioned processes 计算实施上述流程的财务影响
- n. identify and discuss ways to make accounting operations more efficient, including process walk-throughs, process training, identification of waste and over capacity, identifying the root cause of errors, reducing the accounting close cycle (fast close), and shared services 识别并讨论提高会计运作效率的方法，包括流程穿行，流程培训，识别浪费和产能过剩，识别错误的根本原因，减少会计循环时间（加速关账），以及服务共享

Section E. Internal Controls (15% - Levels A, B, and C)

第 E 节. 内部控制（15%—A 级、B 级和 C 级）

Part 1 – Section E.1 Governance, risk, and compliance

第一部分—第 E.1 节 治理，风险与法规遵守

The candidate should be able to:

考生应能：

- a. demonstrate an understanding of internal control risk and the management of internal control risk 理解内控风险和内控风险管理
- b. identify and describe internal control objectives 识别并描述内部控制的各项目目的
- c. explain how a company’s organizational structure, policies, objectives, and goals, as well as its management philosophy and style, influence the scope and effectiveness of the control environment 解释一个公司的组织构架、政策、目的和目标，以及其管理理念和风格，如何影响其控制环境的范围和有效性
- d. identify the board of directors’ responsibilities with respect to ensuring that the company is operated in the best interest of shareholders 识别董事会所承担的有关确保公司的运作符合股东的最佳利益的各项责任
- e. identify the hierarchy of corporate governance; i.e. articles of incorporation, bylaws, polices, and procedures 识别公司治理的等级；即公司的章程，法则，政策和程序
- f. demonstrate an understanding of corporate governance, including rights and responsibilities of the CEO, the board of directors, the audit committee, managers and other stakeholders; and the procedures for making corporate decisions 理解公司治理，包括首席执行官，董事会，审计委员会，经理和其他利益相关人的权利和责任；理解制定公司决策的程序
- g. describe how internal controls are designed to provide reasonable (but not absolute) assurance regarding achievement of an entity’s objectives involving (i) effectiveness and efficiency of operations, (ii) reliability of financial reporting, and (iii) compliance with applicable laws and regulations 描述内部控制的设计

如何为达到一个实体的目标提供合理（但非绝对）保证包括(i)经营的效率和效果，(ii)财务报表的可靠性，(iii)对适用的法律法规的遵守

- h. explain why personnel policies and procedures are integral to an efficient control environment 解释为什么人事政策和程序是有效控制环境的组成部分
- i. define and give examples of segregation of duties 定义职责分离并举例
- j. explain why the following four types of functional responsibilities should be performed by different departments or different people within the same function: (i) authority to execute transactions, (ii) recording transactions, (iii) custody of assets involved in the transactions, and (iv) periodic reconciliations of the existing assets to recorded amounts 解释为什么下列四项职能应由不同部门或同一职能部门中不同人员来担任：(i)执行事项的权力，(ii)记录该事项，(iii)保管与该事项有关的资产，(iv)定期核对现存的资产与记录的数额
- k. demonstrate an understanding of the importance of independent checks and verification 理解独立核对和查证的重要性
- l. identify examples of safeguarding controls 识别保护资产控制的实例
- m. explain how the use of pre-numbered forms, as well as specific policies and procedures detailing who is authorized to receive specific documents, is a means of control 解释为什么应使用预先编号的表格，以及制定具体的政策和程序规定何人被授权接受某些文件都是一种控制手段
- n. define inherent risk, control risk, and detection risk 定义固有风险，控制风险和检查风险
- o. define and distinguish between preventive controls and detective controls 定义并区别预防性控制和检查性控制
- p. describe the major internal control provisions of the Sarbanes-Oxley Act (Sections 201, 203, 204, 302, 404, and 407) 描述萨宾斯-奥克斯利法案 (Sarbanes-Oxley Act 第 201 节, 203 节, 204 节, 302 节, 404 节和 407 节) 对内部控制的主要规定
- q. identify the role of the PCAOB in providing guidance on the auditing of internal controls 识别美国上市公司监督委员会 (PCAOB) 对审计内部控制所提供的指导作用
- r. differentiate between a top-down (risk-based) approach and a bottom-up approach to auditing internal controls 区分内部控制审计中自上而下 (以风险为基础) 和自下而上的方式
- s. identify the PCAOB preferred approach to auditing internal controls as outlined in Auditing Standard #5 识别在第 5 号审计准则中美国上市公司监督委员会所推荐的审计内部控制的方法
- t. identify and describe the major internal control provisions of the Foreign Corrupt Practices Act 识别并描述美国国外贪腐防治法关于内部控制的主要规定
- u. identify and describe the five major components of COSO's Internal Control Integrated Framework (2013) 识别并描述发起组织委员会 (COSO) 内部控制整合框架 (2013 版) 的五项重要组成部分
- v. assess the level of internal control risk within an organization and recommend risk mitigation strategies 评估组织的内控风险水平，并推荐降低风险的策略

demonstrate an understanding of external auditors responsibilities, including the types of audit opinions the external auditors issue 理解外部审计人员的责任，包括外部审计人员出具的审计意见类型

Part 1 – Section E.2 Systems controls and security measures

第一部分—第 E.2 节 系统控制和安全措施

The candidate should be able to:

考生应能:

- a. describe how the segregation of accounting duties can enhance systems security
描述会计工作的职责分离如何能提高系统的安全性
- b. identify threats to information systems, including input manipulation, program alteration, direct file alteration, data theft, sabotage, viruses, Trojan horses, theft, and phishing 识别对信息系统的威胁，包括输入操纵、程序变更、直接文件变更、数据盗窃、蓄意破坏、病毒、特洛伊木马软件，盗窃和网络钓鱼
- c. demonstrate an understanding of how systems development controls are used to enhance the accuracy, validity, safety, security, and adaptability of systems input, processing, output, and storage functions 理解如何通过系统开发控制提高系统输入、处理、输出和存储功能的正确性、有效性、安全性、保密性和适应性
- d. identify procedures to limit access to physical hardware 识别对实体硬件设置访问权限的流程
- e. identify means by which management can protect programs and databases from unauthorized use 识别管理层保护程序和数据库以免被越权使用所采取的方法
- f. identify input controls, processing controls, and output controls and describe why each of these controls is necessary 识别输入控制、处理控制和输出控制，并描述为什么这些控制是必要的
- g. identify and describe the types of storage controls and demonstrate an understanding of when and why they are used 识别并描述储存控制的类型，并理解何时以及为何采用这些控制
- h. identify and describe the inherent risks of using the internet as compared to data transmissions over secured transmission lines 识别并描述使用互联网相较于使用安全传输线路来传输数据的固有风险
- i. define data encryption and describe why there is a much greater need for data encryption methods when using the internet 定义数据加密，并描述为何在使用互联网时更有必要采用数据加密方法
- j. identify a firewall and its uses 识别防火墙及其用途
- k. demonstrate an understanding of how flowcharts of activities are used to assess controls 理解如何使用作业的流程评估控制
- l. explain the importance of backing up all program and data files regularly, and storing the backups at a secure remote site 解释将所有的程序和数据文件定期作备份并将备份储存于安全的偏远地区的重要性
- m. define business continuity planning 定义业务连续性计划

- n. define the objective of a disaster recovery plan and identify the components of such a plan including hot, warm, and cold sites 定义灾难恢复计划的目的，并识别该计划的组成部分，包括热站，温站，和冷站

Section F. Technology and Analytics (15% - Levels A, B, and C)
第 F 节. 科技与分析 (15% - A、B 和 C 级)

As indicated in the Content Specification Outlines, candidates are assumed to have an understanding of basic statistics, including measures of central tendency and dispersion 正如考试内容大纲所示，考生应理解统计学的基本知识，包括集中趋势和离散趋势的衡量标准

Part 1 – Section F.1 Information systems
第一部分—第 F.1 节 信息系统

The candidate should be able to:
考生应能：

- a. identify the role of the accounting information system (AIS) in the value chain 识别会计信息系统在价值链中的角色
- b. demonstrate an understanding of the accounting information system cycles, including revenue to cash, expenditures, production, human resources and payroll, financing, and property, plant, and equipment, as well as the general ledger (GL) and reporting system 理解会计信息系统循环，包括从收入到现金，支出，生产，人力资源和工资，融资，物业，厂房和设备，以及总账和记账系统
- c. identify and explain the challenges of having separate financial and nonfinancial systems 识别并解释实施财务和非财务系统分离面临的挑战
- d. define enterprise resource planning (ERP) and identify and explain the advantages and disadvantages of ERP 定义企业资源计划 (ERP)，识别并解释其优缺点
- e. explain how ERP helps overcome the challenges of separate financial and nonfinancial systems, integrating all aspects of an organization’s activities 解释企业资源计划如何帮助组织克服分离财务和非财务系统面临的挑战，并将其各个方面的作业进行整合
- f. define relational database and demonstrate an understanding of a database management system 定义关系数据库并理解数据库管理系统
- g. define data warehouse and data mart 定义数据仓库和数据集市
- h. define enterprise performance management (EPM) (also known as corporate performance management (CPM) or business performance management (BPM)) 定义企业绩效管理(EPM)，即公司绩效管理 (CPM)或业务绩效管理(BPM)
- i. discuss how EPM can facilitate business planning and performance management 讨论企业绩效管理如何促进业务规划和绩效管理

Part 1 – Section F.2 Data governance
第一部分—第 F.2 节 数据管控

The candidate should be able to:

考生应能:

- a. define data governance; i.e., managing the availability, usability, integrity, and security of data 定义数据管控，即管理数据的可用性，使用性，全面性，和安全性
- b. demonstrate a general understanding of data governance frameworks, COSO's Internal Control framework and ISACA's COBIT (Control Objectives for Information and Related Technologies) 理解数据管控框架，发起组织委员会（COSO）的内部控制框架和国际信息系统审计协会（ISACA）的COBIT（信息及相关技术控制目标）
- c. identify the stages of the data life cycle; i.e., data capture, data maintenance, data synthesis, data usage, data analytics, data publication, data archival, and data purging 识别数据生命周期的各阶段，即数据捕捉，数据维护，数据合成，数据使用，数据分析，数据发布，数据存档，和数据清除
- d. demonstrate an understanding of data preprocessing and the steps to convert data for further analysis, including data consolidation, data cleaning (cleansing), data transformation, and data reduction 理解数据预处理，以及为进一步分析而转换数据的步骤，包括数据整合，数据清洗，数据转换，和数据缩减
- e. discuss the importance of having a documented record retention (or records management) policy 讨论确立记录留存（或记录管理）政策的重要性
- f. identify and explain controls and tools to detect and thwart cyberattacks, such as penetration and vulnerability testing, biometrics, advanced firewalls, and access controls 识别并解释用于发现并阻止网络攻击的控制方法和技术工具，如渗透性和脆弱性测试，生物识别技术，高级防火墙，和访问控制

Part 1 – Section F.3 Technology-enabled finance transformation

第一部分—第 F.3 节 技术支持的财务转型

The candidate should be able to:

考生应能:

- a. define the systems development life cycle (SDLC), including systems analysis, conceptual design, physical design, implementation and conversion, and operations and maintenance
定义系统开发生命周期（SDLC），包括系统分析，概念设计，实体设计，实施和转换，以及运营和维护
- b. explain the role of business process analysis in improving system performance 解释业务流程分析在提高系统绩效中的作用
- c. define robotic process automation (RPA) and its benefits 定义机器人流程自动化（RPA）及其优势
- d. evaluate where technologies can improve efficiency and effectiveness of processing accounting data and information (e.g., artificial intelligence (AI)) 评估

技术在哪些方面能提高会计数据和信息处理的效率和效果（如，人工智能（AI））

- e. define cloud computing and describe how it can improve efficiency 定义云计算并描述其如何提高效率
- f. define software as a service (SaaS) and explain its advantages and disadvantages 定义软件即服务（SaaS）并解释其优缺点
- g. recognize potential applications of blockchain, distributed ledger, and smart contracts 认识区块链，分布式账本和智能合约的潜在应用

Part 1 – Section F.4 Data analytics

第一部分—第 F.4 节 数据分析

The candidate should be able to:

考生应能

Business intelligence

商业智能

- a. define Big Data, explain the four Vs: volume, velocity, variety, and veracity, and describe the opportunities and challenges of leveraging insight from this data 定义大数据并解释其四个维度：体量，速度，多样性和准确性，描述从大数据中获取洞察力的机遇和挑战
- b. explain how structured, semi-structured, and unstructured data is used by a business enterprise 解释企业如何使用结构化，半结构化和非结构化数据
- c. describe the progression of data, from data to information to knowledge to insight to action 描述数据的进展，从数据到信息，到知识，到洞察，到行动
- d. describe the opportunities and challenges of managing data analytics 描述管理数据分析的机遇和挑战
- e. explain why data and data science capability are strategic assets 解释为什么数据和数据科学能力是战略资产
- f. define business intelligence (BI); i.e., the collection of applications, tools, and best practices that transform data into actionable information in order to make better decisions and optimize performance 定义商业智能（BI）；如，将数据转换为可操作信息的应用程序，工具和最佳实践的集合，以便做出更好的决策并优化绩效

Data mining

数据挖掘

- g. define data mining 定义数据挖掘
- h. describe the challenges of data mining 描述数据挖掘的挑战
- i. explain why data mining is an iterative process and both an art and a science 解释为什么数据挖掘是一个迭代过程，既是艺术又是科学
- j. explain how query tools (e.g., Structured Query Language (SQL)) are used to retrieve information 解释如何使用查询工具（例如，结构化查询语言（SQL））来检索信息

- k. describe how an analyst would mine large data sets to reveal patterns and provide insights 描述分析师如何挖掘大数据集以揭示模式并提供见解

Analytic tools

分析工具

- l. explain the challenge of fitting an analytic model to the data 解释将分析模型与数据契合的挑战
- m. define the different types of data analytics, including descriptive, diagnostic, predictive, and prescriptive 定义数据分析的不同种类，包括描述型，诊断型，预测型和规范型
- n. define the following analytic models: clustering, classification, and regression; determine when each would be the appropriate tool to use 定义以下分析模型：聚类，分类和回归；确定何时使用各模型
- o. identify the elements of both simple and multiple regression equations 识别简单和多元回归方程的元素
- p. calculate the result of regression equations as applied to a specific situation 根据特定情况计算回归方程的结果
- q. demonstrate an understanding of the coefficient of determination (R squared) and the correlation coefficient (R) 理解决定系数（R 平方）和相关系数（R）
- r. demonstrate an understanding of time series analyses, including trend, cyclical, seasonal, and irregular patterns 理解时间序列分析，包括趋势，周期性，季节性和不规则模式
- s. identify and explain the benefits and limitations of regression analysis and time series analysis 识别并解释回归分析和时间序列分析的优点和局限性
- t. define standard error of the estimate, goodness of fit, and confidence interval 定义估计标准误差，拟合优度和置信区间
- u. explain how to use predictive analytic techniques to draw insights and make recommendations 解释如何使用预测分析技术形成见解并提出建议
- v. describe exploratory data analysis and how it is used to reveal patterns and discover insights 描述探索性数据分析以及如何使用它来揭示模式和形成见解
- w. define sensitivity analysis and identify when it would be the appropriate tool to use 定义敏感性分析并确定何时适用此分析
- x. demonstrate an understanding of the uses of simulation models, including the Monte Carlo technique 理解模拟模型的运用，包括蒙特卡罗技术
- y. identify the benefits and limitations of sensitivity analysis and simulation models 识别敏感性分析和模拟模型的优点和局限性
- z. demonstrate an understanding of what-if (or goal-seeking) analysis 理解假设（或目标寻求）分析
- aa. identify and explain the limitations of data analytics 识别并解释数据分析的局限性

Visualization

数据可视化

- bb. utilize table and graph design best practices to avoid distortion in the communication of complex information 利用表格和图形设计的最佳实践来避免复杂信息沟通中的偏差
- cc. evaluate data visualization options and select the best presentation approach (e.g., histograms, boxplots, scatter plots, dot plots, tables, dashboards, bar charts, pie charts, line charts, bubble charts) 评估数据可视化选项并选择最佳表示方法（例如：直方图，箱线图，散点图，点状图，表格，指示板，条形图，饼形图，折线图，气泡图）
- dd. understand the benefits and limitations of visualization techniques 理解可视化技术的优点和局限性
- ee. determine the most effective channel to communicate results 确定沟通结果最有效的渠道
- ff. communicate results, conclusions, and recommendations in an impactful manner using effective visualization techniques 使用有效的可视化技术以有影响力的方式沟通结果，结论和建议

Certified Management Accountant

注册管理会计师

Learning Outcome Statements

学习成果公告

(Content Specification Outline effective January 2020)

(内容大纲 2020 年 1 月生效)

Part 2 – Strategic Financial Management

第二部分 – 战略财务管理

Section A. Financial Statement Analysis (20% - Levels A, B, and C)

第 A 节. 财务报表分析 (20%—A 级、B 级和 C 级)

Part 2 – Section A.1. Basic Financial Statement Analysis

第二部分—第 A.1 节 基本财务报表分析

The candidate should be able to:

考生应能:

- a. for the balance sheet and income statement, prepare and analyze common-size financial statements; i.e., calculate percentage of assets and sales, respectively; also called vertical analysis 编制并分析资产负债表和利润表的同比财务报表; 即分别按资产百分比和收入百分比计算; 也称纵向分析
- b. for the balance sheet and income statement, prepare a comparative financial statement horizontal analysis; i.e., calculate trend year over year for every item on the financial statement compared to a base year 编制并横向分析资产负债表和利润表的比较财务报表; 即将财务报表上各科目与基年的同项数据进行比较, 计算趋势
- c. calculate the growth rate of individual line items on the balance sheet and income statement 计算资产负债表和利润表上各个项目的增长率

Part 2 – Section A.2. Financial Ratios

第二部分—第 A.2 节 财务比率

The candidate should be able to:

考生应能:

Liquidity 流动性

- a. calculate and interpret the current ratio, the quick (acid-test) ratio, the cash ratio, the cash flow ratio, and the net working capital ratio 计算并解释流动比率, 速动(酸性测试)比率, 现金比率, 现金流量比率和净营运资本比率
- b. explain how changes in one or more of the elements of current assets, current liabilities, and/or unit sales can change the liquidity ratios and calculate that impact 解释流动资产、流动负债, 和/或单位产品销售额中的一项或多项元素的变化如何能改变流动性比率, 并计算其影响

- c. demonstrate an understanding of the liquidity of current liabilities 理解流动负债的流动性

Leverage 杠杆

- d. define solvency 定义偿付能力
- e. define operating leverage and financial leverage 定义营运杠杆和财务杠杆
- f. calculate degree of operating leverage and degree of financial leverage 计算营运杠杆系数和财务杠杆系数
- g. demonstrate an understanding of the effect on the capital structure and solvency of a company with a change in the composition of debt vs. equity by calculating leverage ratios 通过计算各项杠杆比率，理解一个公司负债对权益比率的变化对其资本结构和偿付能力的影响
- h. calculate and interpret the financial leverage ratio, and determine the effect of a given change in capital structure on this ratio 计算并解释财务杠杆比率，并确定资本结构发生某一变化时对该比率的影响
- i. calculate and interpret the following ratios: debt-to-equity, long-term debt-to-equity, and debt-to-total assets 计算并解释下列各项比率：债务对权益、长期债务对权益，以及债务对总资产
- j. define, calculate, and interpret the following ratios: fixed charge coverage (earnings to fixed charges), interest coverage (times interest earned), and cash flow to fixed charges 定义、计算并解释下列各项比率：固定费用保障（利润对固定费用）、利息保障（利息保障倍数），和现金流量对固定费用
- k. discuss how capital structure decisions affect the risk profile of a firm 讨论资本结构如何影响企业的整体风险状况

Activity 活动性

- l. calculate and interpret accounts receivable turnover, inventory turnover and accounts payable turnover 计算并解释应收账款周转率、存货周转率和应付账款周转率
- m. calculate and interpret days sales outstanding in receivables, days sales in inventory, and days purchases in accounts payable 计算并解释应收账款回收天数、存货销售天数和应付账款付款天数
- n. define and calculate the operating cycle and the cash cycle of a firm 定义并计算企业的营业周期和现金周期
- o. calculate and interpret total assets turnover and fixed asset turnover 计算并解释总资产周转率和固定资产周转率

Profitability 获利能力

- p. calculate and interpret gross profit margin percentage, operating profit margin percentage, net profit margin percentage, and earnings before interest, taxes, depreciation, and amortization (EBITDA) margin percentage 计算并解释毛利率、营业利润率、净利润率和息税折旧摊销前利润（EBITDA）率
- q. calculate and interpret return on assets (ROA) and return on equity (ROE) 计算并解释资产回报率（ROA）和权益回报率（ROE）

Market 市场

- r. calculate and interpret the market/book ratio and the price/earnings ratio 计算并解释市净率和市盈率
- s. calculate and interpret book value per share 计算并解释每股账面价值
- t. identify and explain the limitations of book value per share 识别并解释每股账面价值的局限性
- u. calculate and interpret basic and diluted earnings per share 计算并解释基本每股收益和稀释后每股收益
- v. calculate and interpret earnings yield, dividend yield, dividend payout ratio and shareholder return 计算并解释收益率、股利率、股利分发率和股东回报率

General 综合

- w. identify the limitations of ratio analysis 识别比率分析的局限性
- x. demonstrate a familiarity with the sources of financial information about public companies and industry ratio averages 熟悉上市公司财务信息的来源和行业平均比率
- y. evaluate the financial strength and performance of an entity based on multiple ratios 根据多项比率评估一个实体的财务实力和绩效

Part 2 – Section A.3. Profitability analysis

第二部分—第 A.3 节 获利能力分析

The candidate should be able to:

考生应能:

- a. demonstrate an understanding of the factors that contribute to inconsistent definitions of “equity,” “assets,” and “return” when using ROA and ROE 理解在使用资产回报率（ROA）和普通股权益回报率（ROE）时导致“权益”、“资产”和“回报”的定义不一致的因素
- b. determine the effect on return on total assets of a change in one or more elements of the financial statements 确定财务报表一项或多项元素的变化对资产总额回报率的影响
- c. identify factors to be considered in measuring income, including estimates, accounting methods, disclosure incentives, and the different needs of users 识别衡量收益时应考虑的因素，包括估计、会计方法、披露动机和使用者的不同需求
- d. explain the importance of the source, stability, and trend of sales and revenue 解释销售和收入的来源、稳定性和趋势的重要性
- e. demonstrate an understanding of the relationship between revenue and receivables and revenue and inventory 理解收入和应收账款以及收入和存货的关系
- f. determine and analyze the effect on revenue of changes in revenue recognition and measurement methods 确定并分析收入的确认和计量方法的变化对收入的影响
- g. analyze cost of sales by calculating and interpreting the gross profit margin 通过计算和解释毛利率来分析营业成本

- h. distinguish between gross profit margin, operating profit margin and net profit margin and analyze the effects of changes in the components of each 区分毛利率、营业利润率和净利润率，并分析其组成部分的变化所带来的影响
- i. define and perform a variation analysis (percentage change over time) 定义并进行差异分析（随时间变化的百分比）
- j. calculate and interpret sustainable equity growth 计算并解释权益的可持续增长

Part 2 – Section A.4. Special issues

第二部分—第 A.4 节 特殊问题

The candidate should be able to:

考生应能:

- a. demonstrate an understanding of the impact of foreign exchange fluctuations 理解外汇波动的影响
 - 1. identify and explain issues in the accounting for foreign operations (e.g., historical vs. current rate and the treatment of translation gains and losses) 识别并解释国外业务在会计上所带来的问题（例如采用历史汇率还是现时汇率和如何处理换算损益）
 - 2. define functional currency 定义功能性货币
 - 3. calculate the financial ratio impact of a change in exchange rates 计算汇率变化对财务比率的影响
 - 4. discuss the possible impact on management and investor behavior of volatility in reported earnings 讨论盈利的波动性给管理层和投资者的行为可能带来的影响
- b. demonstrate an understanding of the impact of inflation on financial ratios and the reliability of financial ratios 理解通货膨胀对于财务比率和财务比率可靠性的影响
- c. describe how to adjust financial statements for changes in accounting treatments (principles, estimates, and errors) and how these adjustments impact financial ratios 描述如何调整财务报表来应对会计处理的变更（会计政策、会计估计和会计差错），以及这些调整如何影响财务比率
- d. distinguish between book value and market value; and distinguish between accounting profit and economic profit 区分账面价值和市场价值；区分会计利润和经济利润
- e. identify the determinants and indicators of earnings quality, and explain why they are important 识别收益质量的决定因素和指标，并解释它们的重要性

Section B. Corporate Finance (20% - Levels A, B, and C)

第 B 节. 公司财务（20%—A 级、B 级和 C 级）

Part 2 – Section B.1. Risk and return

第二部分—第 B.1 节 风险和报酬

The candidate should be able to:

考生应能:

- a. calculate rates of return 计算回报率
- b. identify and demonstrate an understanding of systematic (market) risk and unsystematic (company) risk 识别并理解系统性（市场）风险和非系统性（公司）风险
- c. identify and demonstrate an understanding of credit risk, foreign exchange risk, interest rate risk, market risk, industry risk and political risk 识别并理解信贷风险、外汇风险、利率风险、市场风险、行业风险和政治风险
- d. demonstrate an understanding of the relationship between risk and return 理解风险与回报之间的关系
- e. distinguish between individual security risk and portfolio risk 区分个别证券风险和投资组合风险
- f. demonstrate an understanding of diversification 理解分散风险
- g. define beta and explain how a change in beta impacts a security's price 定义 β 值并解释 β 值的变化如何影响证券的价格
- h. demonstrate an understanding of the Capital Asset Pricing Model (CAPM) and calculate the expected risk-adjusted returns using CAPM 理解资本资产定价模型（CAPM），并应用 CAPM 计算风险调整后的预期回报率

Part 2 – Section B.2. Long-term financial management

第二部分—第 B.2 节 长期财务管理

The candidate should be able to:

考生应能:

- a. describe the term structure of interest rates, and explain why it changes over time 描述利率期限结构，并解释为什么它随时间而变
- b. define and identify the characteristics of common stock and preferred stock 定义并识别普通股和优先股的特点
- c. identify and describe the basic features of a bond such as maturity, par value, coupon rate, provisions for redeeming, conversion provisions, covenants, options granted to the issuer or investor, indentures, and restrictions 识别并描述债券的基本特征，诸如到期日、面值、票面利率、赎回条款、证券转换条款、协定条款、给予发行人或投资人的期权、契约条件和限制性条件
- d. identify and evaluate debt issuance or refinancing strategies 识别和评价发行债券或再融资策略
- e. value bonds, common stock, and preferred stock using discounted cash flow methods 采用现金流量折现法确定债券、普通股和优先股的价值

- f. demonstrate an understanding of duration as a measure of bond interest rate sensitivity 理解存续期作为债券利率敏感性的一项指标
- g. explain how income taxes impact financing decisions 解释所得税如何影响融资决策
- h. define and demonstrate an understanding of derivatives and their uses 定义并理解衍生工具及其用途
- i. identify and describe the basic features of futures and forwards 识别并描述期货和远期的基本特征
- j. distinguish a long position from a short position 区分多头与空头
- k. define options and distinguish between a call and a put by identifying the characteristics of each 定义期权，并通过识别看涨期权和看跌期权的特征区分这两种期权
- l. define strike price (exercise price), option premium, and intrinsic value 定义击发价格(行使价格), 期权费和内在价值
- m. demonstrate an understanding of the interrelationship of the variables that comprise the value of an option; e.g., relationship between strike price (exercise price) and value of a call 理解组成期权价值的各项变量之间的相互关系，例如击发价格(行使价格)与看涨期权价值之间的关系
- n. define interest rate and foreign currency swaps 定义利率互换和外汇互换
- o. define and identify characteristics of other sources of long-term financing, such as leases, convertible securities, and warrants 定义并识别其他长期融资的特征，例如租赁，可转换证券和权证
- p. demonstrate an understanding of the relationship among inflation, interest rates, and the prices of financial instruments 理解通货膨胀、利率和金融工具价格之间的关系
- q. define the cost of capital and demonstrate an understanding of its applications in capital structure decisions 定义资本成本，并理解其在资本结构决策中的应用
- r. determine the weighted average cost of capital and the cost of its individual components 确定加权平均资本成本和其各个组成部分的成本
- s. calculate the marginal cost of capital 计算边际资本成本
- t. explain the importance of using marginal cost as opposed to historical cost 解释采用边际成本而非历史成本的重要性
- u. demonstrate an understanding of the use of the cost of capital in capital investment decisions 理解资本成本在资本投资决策中的运用
- v. demonstrate an understanding of how income taxes impact capital structure and capital investment decisions 理解所得税如何影响资本结构和资本投资决策
- w. use the constant growth dividend discount model to value stock and demonstrate an understanding of the two-stage dividend discount model 运用固定增长股利折现模型为股票估价，并理解两阶段股利折现模型
- x. demonstrate an understanding of relative or comparable valuation methods, such as price/earnings (P/E) ratios, market/book ratios, and price/sales ratios 理解相关的或可比的各各种估值方法，诸如市盈（P/E）率、市净率、市销率

Part 2 – Section B.3. Raising capital

第二部分—第 B.3 节 筹集资本

The candidate should be able to:

考生应能:

- a. identify the characteristics of the different types of financial markets and exchanges 识别不同类型的金融市场和交易所的特征
- b. demonstrate an understanding of the concept of market efficiency, including the strong form, semi-strong form, and weak form of market efficiency 理解市场效率的概念, 包括强势、半强势、和弱势市场效率
- c. describe the role of the credit rating agencies 描述信用评级机构的任务
- d. demonstrate an understanding of the roles of investment banks, including underwriting, advice, and trading 理解投资银行的业务, 包括证券承销、咨询和交易
- e. define initial public offerings (IPOs) 定义首次公开募股 (IPOs)
- f. define subsequent/secondary offerings 定义再次 (二次) 发行
- g. describe lease financing, explain its benefits and disadvantages, and calculate the net advantage to leasing using discounted cash flow concepts 描述租赁融资, 解释其优点与缺点, 并运用现金流量折现概念计算租赁的净利益
- h. define the different types of dividends, including cash dividends, stock dividends, and stock splits 定义不同类型的股利, 包括现金股利, 股票股利, 和股票分割
- i. identify and discuss the factors that influence the dividend policy of a firm 识别并讨论影响一个企业股利政策的各项因素
- j. demonstrate an understanding of the dividend payment process for both common and preferred stock 理解普通股和优先股的股利发放程序
- k. define share repurchase and explain why a firm would repurchase its stock 定义股份回购, 并解释为什么企业要回购其股票
- l. define insider trading and explain why it is illegal 定义内幕交易, 并解释为什么它是非法的

Part 2 – Section B.4. Working capital management

第二部分—第 B.4 节 营运资本管理

The candidate should be able to:

考生应能:

Working capital 营运资本

- a. define working capital and identify its components 定义营运资本并识别其组成部分
- b. calculate net working capital 计算净营运资本
- c. explain the benefit of short-term financial forecasts in the management of working capital 解释短期财务预测在营运资本管理中的优点

Cash 现金

- d. identify and describe factors influencing the levels of cash 识别并描述影响现金水平的因素
- e. identify and explain the three motives for holding cash 识别并解释持有现金的三项动机
- f. prepare forecasts of future cash flows 编制未来现金流量的预测
- g. identify methods of speeding up cash collections 识别加快现金收回的方法
- h. calculate the net benefit of a lockbox system 计算锁箱系统的净利益
- i. define concentration banking 定义集中银行制
- j. demonstrate an understanding of compensating balances 理解补偿性余额
- k. identify methods of slowing down disbursements 识别延期支付的方法
- l. demonstrate an understanding of disbursement float and overdraft systems 理解付款浮游量和透支制度

Marketable securities 有价证券

- m. identify and describe reasons for holding marketable securities 识别和描述持有有价证券的理由
- n. define the different types of marketable securities, including money market instruments, T-bills, treasury notes, treasury bonds, repurchase agreements, federal agency securities, bankers' acceptances, commercial paper, negotiable CDs, Eurodollar CDs, and other marketable securities 定义各种有价证券，包括货币市场工具、短期国库券、中期国库券、长期国库券、回购协议、联邦机构证券、银行承兑汇票、商业票据、可转让定期存单、欧洲美元定期存单和其他有价证券
- o. evaluate the trade-offs among the variables in marketable security selections, including safety, marketability/liquidity, yield, maturity, and taxability 评估在选择有价证券时的各项变量包括安全性、适销性/流动性、收益率、到期日和可征税性之间的权衡
- p. demonstrate an understanding of the risk and return trade-off 理解风险和回报之间的权衡

Accounts receivable 应收账款

- q. identify the factors influencing the level of receivables 识别影响应收账款水平的因素
- r. demonstrate an understanding of the impact of changes in credit terms or collection policies on accounts receivable, working capital and sales volume 理解信贷条件或收账政策的变化对应收账款、营运资本和销售量的影响
- s. define default risk 定义违约风险
- t. identify and explain the factors involved in determining an optimal credit policy 识别并解释确定最优信贷政策时所涉及的各项因素

Inventory 存货

- u. define lead time and safety stock; identify reasons for carrying inventory and the factors influencing its level 定义交付周期和安全库存；识别持有存货的原因和影响存货量的各因素

- v. identify and calculate the costs related to inventory, including carrying costs, ordering costs and shortage (stockout) costs 识别并计算与存货有关的各项成本，包括持有成本、订货成本、短缺（缺货）成本
- w. explain how a just-in-time (JIT) inventory management system helps manage inventory 解释适时存货管理系统是如何帮助管理存货的
- x. identify the interaction between high inventory turnover and high gross margin (calculation not required) 识别高存货周转率和高毛利率之间的相互影响（不要求计算）
- y. demonstrate an understanding of economic order quantity (EOQ) and how a change in one variable would affect the EOQ (calculation not required) 理解经济订货量（EOQ），以及某变量的变化如何影响 EOQ（不需要作计算）

Short-term credit and working capital cost management 短期信贷和营运资本的成本管理

- z. demonstrate an understanding of how risk affects a firm's approach to its current asset financing policy (aggressive, conservative, etc.) 理解风险如何影响企业流动资产融资政策的方式（激进式的、保守式的等等）
- aa. identify and describe the different types of short-term credit, including trade credit, short-term bank loans, commercial paper, lines of credit, and bankers' acceptances 识别并描述不同类型的短期信贷，包括商业信用、短期银行贷款、商业票据、信用额度和银行承兑汇票
- bb. estimate the annual cost and effective annual interest rate of not taking a cash discount 估计未利用现金折扣的年化成本和实际年利率
- cc. calculate the effective annual interest rate of a bank loan with a compensating balance requirement and/or a commitment fee 计算有补偿性余额要求和/或承诺费情况下的银行贷款的实际年利率
- dd. demonstrate an understanding of factoring accounts receivable and calculate the cost of factoring 理解出让应收账款，并计算出让应收账款的成本
- ee. explain the maturity matching or hedging approach to financing 解释资产负债的到期匹配或套期保值的融资方式
- ff. demonstrate an understanding of the factors involved in managing the costs of working capital 理解与营运资本成本管理相关的因素

General 综合

- gg. recommend a strategy for managing current assets that would fulfill a given objective 推荐一项管理流动资产的策略以实现某给定的目标

Part 2 – Section B.5. Corporate restructuring

第二部分—第 B.5 节 公司重组

The candidate should be able to:

考生应能:

- a. demonstrate an understanding of the following:
 - i. mergers and acquisitions, including horizontal, vertical, and conglomerate
 - ii. leveraged buyouts

理解以下概念:

- i. 合并和收购, 包括平行并购, 垂直并购, 和混合并购
- ii. 杠杆收购
- b. identify defenses against takeovers (e.g., golden parachute, leveraged recapitalization, poison pill (shareholders' rights plan), staggered board of directors, fair price, voting rights plan, white knight)
识别防御收购的方式 (例如, 黄金降落伞, 杠杆资本重组, 毒丸计划 (股东权利计划), 交错董事会, 公平议价, 投票权计划, 白衣骑士方案)
- c. identify and describe divestiture concepts such as spin-offs, split-ups, equity carve-outs, and tracking stock 识别并描述资产剥离的各项概念, 诸如分拆、分割、股权剥离和追踪股
- d. evaluate key factors in a company's financial situation and determine if a restructuring would be beneficial to the shareholders 评估影响一家公司财务状况的重要因素, 并确定重组是否对股东有利
- e. identify possible synergies in targeted mergers and acquisitions 识别目标并购可能获得的协同效应
- f. value a business, a business segment, and a business combination using discounted cash flow method 运用现金流量折现法为企业、企业分部和企业合并估值
- g. evaluate a proposed business combination and make a recommendation based on both quantitative and qualitative considerations 根据定量和定性因素, 对所提议的企业合并作出评估和建议

Part 2 – Section B.6. International finance

第二部分—第 B.6 节 国际金融

The candidate should be able to:

考生应能:

- a. demonstrate an understanding of foreign currencies and how foreign currency affects the prices of goods and services 理解外汇, 以及外汇如何影响产品与服务的价格
- b. identify the variables that affect exchange rates 识别影响汇率的变量
- c. calculate whether a currency has depreciated or appreciated against another currency over time, and evaluate the impact of the change 计算一种货币在一段时间内对另外一种货币是贬值还是升值, 并评估该变化的影响
- d. demonstrate how currency futures, currency swaps, and currency options can be used to manage exchange rate risk 理解如何使用货币期货、货币互换和货币期权管理汇率风险
- e. calculate the net profit/loss of cross-border transactions, and evaluate the impact of this net profit/loss 计算跨境交易的净利润/亏损, 并评估该净利润/亏损的影响
- f. recommend methods of managing exchange rate risk and calculate the net profit/loss of your strategy 推荐管理汇率风险的方法, 并计算在你的策略下获得的净利润/亏损

- g. identify and explain the benefits of international diversification 识别并解释跨国多元化经营的优势
- h. identify and explain common trade financing methods, including cross-border factoring, letters of credit, banker's acceptances, forfaiting, and countertrade 识别并解释一般贸易融资的方法，包括跨境应收账款出让，信用证，银行承兑汇票，未偿债务买卖，和对销贸易

Section C. Decision Analysis (25% - Levels A, B, and C)

第 C 节. 决策分析 (25%—A 级、B 级和 C 级)

Part 2 – Section C.1. Cost/volume/profit analysis

第二部分—第 C.1 节 成本/数量/利润分析

The candidate should be able to:

考生应能:

- a. demonstrate an understanding of how cost/volume/profit (CVP) analysis (breakeven analysis) is used to examine the behavior of total revenues, total costs, and operating income as changes occur in output levels, selling prices, variable costs per unit, or fixed costs 理解本量利 (CVP) 分析 (保本分析) 如何用于检查当产出水平、售价、单位产品变动成本、或固定成本发生变化时，对其收入总额、成本总额和营业利润习性的影响
- b. calculate operating income at different operating levels 计算不同营业水平时的营业利润
- c. differentiate between costs that are fixed and costs that are variable with respect to levels of output 根据对产出水平变化的反应，把成本区分为固定成本和变动成本
- d. explain why the classification of fixed vs. variable costs is affected by the timeframe being considered 解释为什么对固定成本与变动成本的分类，受所考虑的时间期限的影响
- e. calculate contribution margin per unit and total contribution margin 计算单位边际贡献和总边际贡献
- f. calculate the breakeven point in units and dollar sales to achieve targeted operating income or targeted net income 计算为达到目标营业利润或目标净利润所需要的按单位数量计算的保本点和按金额计算的保本点
- g. demonstrate an understanding of how changes in unit sales mix affect operating income in multiple-product situations 理解在多产品的情况下单位销售组合的变化如何影响营业利润
- h. calculate multiple-product breakeven points given percentage share of sales and explain why there is no unique breakeven point in multiple-product situations 在给定销售组合百分比的情况下，计算多产品保本点，并解释为什么在多产品的条件下，保本点不止一个
- i. define, calculate, and interpret the margin of safety and the margin of safety ratio 定义、计算并解释安全边际和安全边际比率

- j. explain how sensitivity analysis can be used in CVP analysis when there is uncertainty about sales 解释当销售情况不确定时，敏感性分析如何能用于本量利分析
- k. analyze and recommend a course of action using CVP analysis 运用本量利分析，分析并推荐应采取的行动
- l. demonstrate an understanding of the impact of income taxes on CVP analysis 理解所得税对于本量利分析的影响

Part 2 – Section C.2. Marginal analysis

第二部分—第 C.2 节 边际分析

The candidate should be able to:

考生应能:

- a. identify and define relevant costs (incremental, marginal, or differential costs), sunk costs, avoidable costs, explicit and implicit costs, split-off point, joint production costs, separable processing costs, and relevant revenues 识别并定义相关成本（增量成本、边际成本或差量成本）、沉没成本、可避免成本、显性成本和隐性成本、分离点、联合生产成本、可分离成本，以及相关收入
- b. explain why sunk costs are not relevant in the decision-making process 解释为什么沉没成本与决策过程不相关
- c. demonstrate an understanding of and calculate opportunity costs 理解并计算机会成本
- d. calculate relevant costs given a numerical scenario 在给定数据的情况下，计算相关成本
- e. define and calculate marginal cost and marginal revenue 定义并计算边际成本和边际收入
- f. identify and calculate total cost, average fixed cost, average variable cost, and average total cost 识别并计算总成本、平均固定成本、平均变动成本和平均总成本
- g. demonstrate proficiency in the use of marginal analysis for decisions such as (a) introducing a new product or changing output levels of existing products, (b) accepting or rejecting special orders, (c) making or buying a product or service, (d) selling a product or performing additional processes and selling a more value-added product, and (e) adding or dropping a segment 熟练运用边际分析做出决策，例如 (a) 推出一种新产品或改变现有产品的产出量，(b) 接受或拒绝特殊订单，(c) 自制或外购一种产品或劳务，(d) 销售一种产品或对该产品作进一步加工使其更增值后再销售，(e) 增设或撤销一个分部
- h. calculate the effect on operating income of a decision to accept or reject a special order when there is idle capacity and the order has no long-run implications 计算当存在闲置产能，且某个特殊订单没有长期影响时，接受或拒绝该特殊订单对营业利润的影响

- i. identify and describe qualitative factors in make-or-buy decisions, such as product quality and dependability of suppliers 识别并描述自制或外购决策中的各项定性因素，诸如产品的质量 and 供应商的可靠性
- j. calculate the effect on operating income of a make-or-buy decision 计算自制或外购决策对营业利润的影响
- k. calculate the effects on operating income of a decision to sell or process further or to drop or add a segment 计算出售或进一步加工的决策亦或撤销或增设一个分部的决策对营业利润的影响
- l. identify the effects of changes in capacity on production decisions 识别产能变化对生产决策的影响
- m. demonstrate an understanding of the impact of income taxes on marginal analysis 理解所得税对边际分析的影响
- n. recommend a course of action using marginal analysis 运用边际分析提出建议

Part 2– Section C.3. Pricing
第二部分—第 C.3 节 定价

The candidate should be able to:

考生应能：

- a. identify different pricing methodologies, including market comparables, cost-based, and value-based approaches 识别不同的定价方法，包括市场可比数据，以成本为基础和以价值为基础的定价法
- b. differentiate between a cost-based approach (cost-plus pricing, mark-up pricing) and a market-based approach to setting prices 区分以成本为基础的定价法（成本加成定价法，成本溢价定价法）和以市场为基础的定价法
- c. calculate selling price using a cost-based approach 用以成本为基础的定价法计算销售价格
- d. demonstrate an understanding of how the pricing of a product or service is affected by the demand for and supply of the product or service, as well as the market structure within which it operates 理解产品或劳务的定价如何受该产品或劳务供需状况的影响，同时也受该企业经营所在的市场结构的影响
- e. demonstrate an understanding of the impact of cartels on pricing 理解卡特尔对定价的影响
- f. demonstrate an understanding of the short-run equilibrium price for the firm in (1) pure competition; (2) monopolistic competition; (3) oligopoly; and (4) monopoly using the concepts of marginal revenue and marginal cost 应用边际收入和边际成本的概念，理解企业在(1)完全竞争；(2)垄断性竞争；(3)寡头垄断；和(4)垄断下的短期均衡价格
- g. identify techniques used to set prices based on understanding customers' perceptions of value and competitors' technologies, products, and costs 识别基于客户对价值的看法和竞争对手的技术、产品和成本的理解而制订价格所采用的定价技术

- h. define and demonstrate an understanding of target pricing and target costing and identify the main steps in developing target prices and target costs 定义并理解目标定价法和目标成本法，识别确定目标价格和目标成本的主要步骤
- i. define value engineering 定义价值工程
- j. calculate the target operating income per unit and target cost per unit 计算单位目标营业利润和单位目标成本
- k. define and distinguish between a value-added cost and a nonvalue-added cost 定义并区分增值成本和非增值成本
- l. define the pricing technique of cost plus target rate of return 定义成本加目标回报率的定价方法
- m. calculate the price elasticity of demand using the midpoint formula 应用中点公式计算需求的价格弹性
- n. define and explain elastic and inelastic demand 定义并解释弹性需求和非弹性需求
- o. estimate total revenue given changes in prices and demand as well as elasticity 根据给定的价格变化、需求变化和弹性，估计总收入
- p. discuss how pricing decisions can differ in the short-run and in the long-run 讨论短期定价决策和长期定价决策如何会有所区别
- q. define product life cycle; identify and explain the four stages of the product life cycle; and explain why pricing decisions might differ over the life of a product 定义产品生命周期; 识别并解释产品生命周期的四个阶段; 解释在不同的生命周期阶段为什么定价决策会有所不同
- r. evaluate and recommend pricing strategies under specific market conditions 评估并推荐在具体的市场条件下的定价策略

Section D. Risk Management (10% - Levels A, B, and C)

第 D 节. 风险管理 (10%—A 级、B 级和 C 级)

Part 2— Section D.1. Enterprise risk

第二部分—第 D.1 节 企业风险

The candidate should be able to:

考生应能:

- a. identify and explain the different types of risk, including business risk, hazard risks, financial risks, operational risks, and strategic risks 识别并解释不同类型的风险，包括商业风险、危害风险、财务风险、营运风险和战略风险
- b. demonstrate an understanding of operational risk 理解营运风险
- c. define legal risk, compliance risk, and political risk 定义法律风险、合规风险和政治风险
- d. demonstrate an understanding of how volatility and time impact risk 理解波动性和时间如何影响风险

- e. define the concept of capital adequacy; i.e., solvency, liquidity, reserves, sufficient capital, etc. 定义资本充足性概念, 即偿付能力、变现能力、准备金、充足的资本等
- f. explain the use of probabilities in determining exposure to risk and calculate expected loss given a set of probabilities 解释应用概率以确定风险承受程度, 并计算在给定的一组概率下预期的损失
- g. define the concepts of unexpected loss and maximum possible loss (extreme or catastrophic loss) 定义非预期损失和最大可能损失 (极端的或灾难性的损失)
- h. identify strategies for risk response (or treatment), including actions to avoid, retain, reduce (mitigate), transfer (share), and exploit (accept) risks 识别风险应对 (或处理) 策略, 包括避免、保留、减少 (缓解)、转移 (分担) 和利用 (接受) 风险的各项行动
- i. define risk transfer (e.g., purchasing insurance, issuing debt) 定义风险转移 (例如购买保险、发行债务)
- j. demonstrate an understanding of the concept of residual risk and distinguish it from inherent risk 理解剩余风险的概念, 并指出它与固有风险之间的区别
- k. identify and explain the benefits of risk management 识别并解释风险管理的好处
- l. identify and describe the key steps in the risk management process 识别并描述风险管理过程中的主要步骤
- m. explain how attitude toward risk might affect the management of risk 解释对待风险的态度如何可能影响风险的管理
- n. demonstrate a general understanding of the use of liability/hazard insurance to mitigate risk (detailed knowledge not required) 理解运用负债/危害保险以减轻风险 (不需要作详细说明)
- o. identify methods of managing operational risk 识别管理营运风险的方法
- p. identify and explain financial risk management methods 识别并解释财务风险的管理方法
- q. identify and explain qualitative risk assessment tools including risk identification, risk ranking, and risk maps 识别并解释风险评估的定性工具, 包括风险确认、风险分级和风险分布图
- r. identify and explain quantitative risk assessment tools including cash flow at risk, earnings at risk, earnings distributions, and earnings per share (EPS) distributions 识别并解释风险评估的定量工具, 包括在险现金流量、在险盈余、盈余分配和每股收益 (EPS) 分配
- s. identify and explain Value at Risk (VaR) (calculations not required) 识别并解释在险价值 (VaR) (不需要计算)
- t. define enterprise risk management (ERM) and identify and describe key objectives, components and benefits of an ERM program 定义企业风险管理 (ERM), 识别和描述 ERM 的主要目的、组成部分和优点

- u. identify event identification techniques and provide examples of event identification within the context of an ERM approach 识别事件识别技术，并举出运用 ERM 识别事件的实例
- v. explain how ERM practices are integrated with corporate governance, risk analytics, portfolio management, performance management, and internal control practices 解释 ERM 实践如何与公司治理、风险分析，投资组合管理，绩效管理，和内控实践整合
- w. evaluate scenarios and recommend risk mitigation strategies 评估不同的情景并推荐缓解风险的策略
- x. prepare a cost-benefit analysis and demonstrate an understanding of its uses in risk assessment and decision making 编制成本效益分析，理解其在风险评估和决策制定中的用途
- y. demonstrate an understanding of the COSO Enterprise Risk Management - Integrated Framework (2017) 理解发起组织委员会（COSO）的企业风险管理整合框架（2017）

Section E. Investment Decisions (10% - Levels A, B, and C)
第 E 节. 投资决策（10%—A 级、B 级和 C 级）

Part 2 – Section E.1. Capital budgeting process
第二部分—第 E.1 节 资本预算过程

The candidate should be able to:
考生应能：

- a. define capital budgeting and identify the steps or stages undertaken in developing and implementing a capital budget for a project 定义资本预算编制，并识别在为某一项目制订和实施资本预算中所采取的步骤或阶段
- b. identify and calculate the relevant cash flows of a capital investment project on both a pretax and after-tax basis 识别并计算资本投资项目的税前相关现金流和税后相关现金流
- c. demonstrate an understanding of how income taxes affect cash flows 理解所得税如何影响现金流
- d. distinguish between cash flows and accounting profits and discuss the relevance to capital budgeting of incremental cash flow, sunk cost, and opportunity cost 区分现金流量和会计利润，并讨论其与资本预算编制的增量现金流量、沉没成本和机会成本的相关性
- e. explain the importance of changes in net working capital in capital budgeting 解释净营运资本变化在资本预算编制中的重要性
- f. discuss how the effects of inflation are reflected in capital budgeting analysis 讨论通货膨胀的结果如何反映在资本预算分析中
- g. define hurdle rate 定义最低预期回报率
- h. identify alternative approaches to dealing with risk in capital budgeting 识别处理资本预算编制中的风险的替代方法

- i. distinguish among sensitivity analysis, scenario analysis, and Monte Carlo simulation as risk analysis techniques 区分各风险分析技术，即敏感性分析，情境分析和蒙特卡罗模拟
- j. explain why a rate specifically adjusted for risk should be used when project cash flows are more or less risky than is normal for a firm 解释为什么当项目现金流量风险高于或低于公司正常风险时，应使用专门针对风险调整的比率
- k. explain how the value of a capital investment is increased if consideration is given to the possibility of adding on, speeding up, slowing up, or discontinuing early 解释在考虑增量，加速，减速或提前停止的可能性后，资本投资的价值是如何增加的
- l. demonstrate an understanding of real options, including the options to abandon, delay, expand, and scale back (calculations not required) 理解实物期权，包括放弃，延迟，扩张，和缩减期权（不要求计算）
- m. identify and discuss qualitative considerations involved in the capital budgeting decision 识别并讨论在资本预算决策中的定性因素
- n. describe the role of the post-audit in the capital budgeting process 描述事后审计在编制资本预算过程中所起的作用

Part 2 – Section E.2. Capital investment analysis methods

第二部分—第 E.2 节 资本投资分析方法

The candidate should be able to:

考生应能：

- a. demonstrate an understanding of the two main discounted cash flow (DCF) methods, net present value (NPV) and internal rate of return (IRR) 理解两种主要的现金流量折现（DCF）法，净现值（NPV）和内含报酬率（IRR）
- b. calculate NPV and IRR 计算净现值和内含报酬率
- c. demonstrate an understanding of the decision criteria used in NPV and IRR analyses to determine acceptable projects 理解在确定可接受的项目时，净现值和内含报酬率分析所采用的决策标准
- d. compare NPV and IRR focusing on the relative advantages and disadvantages of each method, particularly with respect to independent vs. mutually exclusive projects and the “multiple IRR problem” 比较净现值和内含报酬率，着重比较各自的相对优点和缺点，尤其当这两种方法用于独立或互斥项目，以及“多个内含报酬率问题”。
- e. explain why NPV and IRR methods can produce conflicting rankings for capital projects if not applied properly 解释为什么如果使用不当，净现值法和内含报酬率法会对投资项目得出互相冲突的排序
- f. identify assumptions of NPV and IRR 识别净现值法和内含报酬率法的假设条件
- g. evaluate and recommend project investments on the basis of DCF analysis 在现金流量折现分析的基础上，评估并推荐投资项目

- h. demonstrate an understanding of the payback and discounted payback methods 理解投资回收期法和折现投资回收期法
- i. identify the advantages and disadvantages of the payback and discounted payback methods 识别投资回收期法和折现投资回收期法的优缺点
- j. calculate payback periods and discounted payback periods 计算投资回收期 and 折现投资回收期

Section F. Professional Ethics (15% - Levels A, B, and C)

第 F 节. 职业道德 (15%—A 级、B 级和 C 级)

Ethics may be tested in conjunction with any topic area.

道德问题可与任何主题结合在一起测试

Part 2 – Section F.1 Business ethics

第二部分—第 F.1 节 商业道德

The candidate should be able to:

考生应能

- a. define business ethics 定义商业道德
- b. analyze the concepts of morality and virtue 分析伦理和美德的概念
- c. define moral philosophy 定义伦理哲学
- d. demonstrate an understanding of the following moral philosophies and concepts used in making business decisions: teleology, utilitarianism, deontology, relativism, virtue ethics, and justice 理解以下用于商业决策的伦理哲学和概念: 目的论, 功利主义, 道义论, 相对主义, 美德伦理, 和正义
- e. define the concepts of fairness, integrity, due diligence, and fiduciary responsibility, and how they impact ethical decision making 定义公平, 正直, 尽职尽责, 信托责任, 和它们如何影响道德决策

Part 2 – Section F.2 Ethical considerations for management accounting and financial management professionals

第二部分—第 F.2 节 管理会计和财务管理专业人士的职业道德注意事项

Using the standards outlined in IMA’s Statement of Ethical Professional Practice, the candidate should be able to:

使用美国管理会计师协会职业道德守则公告中所概括的标准, 考生应能:

- a. identify and describe the four overarching ethical principles and the four standards 识别并描述四项首要道德原则和四项标准
- b. evaluate a given business situation for its ethical implications 评估给定商业情景的道德意蕴
- c. identify and describe relevant standards that may have been violated in a given business situation and explain why the specific standards are applicable 识别并描

述在某一给定的营业情况下可能违反的有关标准，并解释为什么这些具体的标准是适用的

- d. recommend a course of action for management accountants to take when confronted with an ethical dilemma in the business environment 在经营环境中面对道德困境时，向管理会计师或财务经理推荐应采取的行动
- e. evaluate and propose resolutions for ethical issues such as fraudulent reporting, or improper manipulation of forecasts, analyses, results, and budgets 评估并建议解决道德问题（如编制欺诈性的报表，操纵分析、结果和预算）的方法

Using the Fraud Triangle model, the candidate should be able to:

运用舞弊三角模型，考生应能：

- f. identify the three components of the triangle 识别三角模型的三个组成部分
- g. use the model to explain how a management accounting and financial management professional can identify and manage the risk of fraud 运用该模型解释管理会计师和财务管理专业人员如何识别并管理舞弊风险

Part 2 – Section F.3. Ethical considerations for the organization

第二部分—第 F.3 节 组织的道德考量

The candidate should be able to:

考生应能：

- a. discuss the issues organizations face in applying their values and ethical standards internationally 讨论组织在国际上应用其价值和道德标准所面临的问题
- b. demonstrate an understanding of the relationship between ethics and internal controls 理解道德和内部控制之间的关系
- c. define corporate culture and demonstrate an understanding of the role corporate culture plays in ethical decision making 定义企业文化并理解企业文化在道德决策制定中的角色
- d. demonstrate an understanding of the importance of a code of conduct and how it contributes to an organization’s ethical culture 理解行为守则的重要性和其对组织道德文化的贡献
- e. demonstrate an understanding of the ways ethical values benefit an organization 理解道德价值如何给组织带来好处
- f. analyze the impact of groupthink on ethical behavior 分析群体思维对道德行为的影响
- g. discuss how diversity of thought can lead to good ethical decisions 讨论思想多样性如何产生好的道德决策
- h. apply relevant provisions of IMA’s Statement on Management Accounting, “Values and Ethics: From Inception to Practice,” to a business situation 根据相关的商业情境，运用美国管理会计师协会的管理会计公告“价值观和道德规范：从确立到实践”的有关规定

- i. demonstrate an understanding of the role of “leadership by example” or “tone at the top” in determining an organization’s ethical environment 理解“以身作则”或“领导带头”在决定一个组织的道德环境中所起的作用
- j. define ethical leadership and identify and explain the traits of ethical leaders 定义道德领导，并确定和解释道德领导者的特质
- k. explain the importance of human capital to an organization in creating a climate where “doing the right thing” is expected (e.g., hiring the right people, providing them with training, and practicing consistent values-based leadership) 解释对一个组织而言人力资本在营造“行事正当”的氛围中（即雇用所需要的人、员工培训、实施一贯以价值为基础的领导）的重要性
- l. explain the importance of an organization’s core values and how they promote ethical behavior and ethical decision making 解释组织的核心价值观的重要性，及其如何促进道德行为和道德决策制定
- m. discuss the importance of employee training to maintaining an ethical organizational culture 讨论员工培训对维护组织道德文化的重要性
- n. explain the importance of a whistleblowing framework to maintain an ethical organizational culture 解释举报机制对维护组织道德文化的重要性
- o. demonstrate an understanding of the differences between ethical and legal behavior 理解道德和守法行为之间的区别
- p. identify the purpose of anti-bribery laws, such as the U.S. Foreign Corrupt Practices Act and the U.K. Bribery Act 识别反贿赂法案的目的，例如美国国外贪腐防治法和英国贿赂法
- q. define facilitating payments and why these payments create both ethical and legal issues 定义便利支付和这种支付方式产生的道德和法律问题的原因
- r. discuss corporate responsibility for ethical conduct 讨论公司对道德行为的责任
- s. define and demonstrate an understanding of the major issues of sustainability and social responsibility 定义并理解可持续性和社会责任的主要问题
- t. identify and define the four levels of social responsibility: economic, legal, ethical, and philanthropic 识别并定义社会责任的四层次：经济，法律，道德，和慈善
- u. identify and define the three conceptual spheres of sustainability: economic, environmental, and social 识别并定义可持续性的三个概念领域：经济，环境，和社会