

**ACCOUNTANCY TRAINING AND EDUCATION CENTRE (ATEC)**  
**COURSE OUTLINE**



**PROGRAMME:** ACCA/FIA  
**DURATION:** Julv - December 2022  
**DAY(S):** Wednesdavs and Fridays  
**MODE:** Full time  
**COMPONENT:** FA/FFA - Financial Accounting  
**LECTURER:** Giselle Mohess  
**CAMPUS:** Online

Lecture Number	Lecture Day & Date		Time	Hrs	Cum Hrs	Lecture Topic (s)	No./ Type of Session	Important ConcLts/ Ideas to know/Learning Outcome	Expected Reading	Other Matters	Questions	Items Due For Next Class
1	Wed	27-Jul-22	8:00am - 11:00am	3.0	3.00	Introduction to accounting & The Regulatory framework	1 / Lt	Types of business structures. The functional areas of financial accounting. Key financial statements and terminology. IAS and IFRS framework and Corporate Governance	Chapter 1 & 2		Questions from Lecturer notes and homework questions	Read Chapter 3 and 4
2	Frid	29-Jul-22	8:00am - 11:00am	3.0	6.00	Qualitative characteristics of financial information & Sources, records and books of prime entry	1 / Lt	Accounting concepts and principles. Learn the source documents and 7 books of original entry	Chapter 3 & 4		Questions from Lecturer notes and homework questions	Read Chapter 5
3	Wed	3-Aug-22	8:00am - 11:00am	3.0	9.00	Ledger accounting and double entry & Trial balance to financial statements	1 / Lt	Learn the concept of debit and credit and how to post to ledger accounts. Balance the ledger accounts to create a trial balance and prepare financial statements	Chapter 5 & 6		Questions from Lecturer notes and homework questions	Read Chapter 7
4	Frid	5-Aug-22	8:00am - 11:00am	3.0	12.00	Sales tax, returns, discounts & Inventory	1 / Lt	Calculate sales and purchase tax on goods and returns. Learn Trade and cash discounts. Learn to value inventory under IAS	Chapter 7		Questions from Lecturer notes and homework questions	Read Chapter 8
5	Wed	10-Aug-22	8:00am - 11:00am	3.0	15.00	Tangible Non-current assets	1 / Lt	Capital and revenue expenditure. Depreciation methods. Disposal and revaluation of assets. The Asset register	Chapter 8		Questions from Lecturer notes and homework questions	Read Chapter 9
6	Frid	12-Aug-22	8:00am - 11:00am	3.0	18.00	Intangible Non-current assets	1 / Lt	Research and development expenditure. Accounting treatment and amortization of assets	Chapter 9		Questions from Lecturer notes and homework questions	Read Chapter 10
7	Wed	17-Aug-22	8:00am - 11:00am	3.0	21.00	Accruals and prepayments & Provisions and contingencies	1 / Lt	Accounting treatment for accruals and prepayment of expenses and accrued and deferred income. Provisions, contingent liabilities and assets	Chapter 10		Questions from Lecturer notes and homework questions	Read chapter 11
8	Frid	19-Aug-22	8:00am - 11:00am	3.0	24.00	Irrecoverable debts and allowances	1 / Lt	Accounting for bad, doubtful and provision for doubtful debts. Learn specific and general allowances and recovery of bad debts	Chapter 11		Questions from Lecturer notes and homework questions	Read chapter 12
9	Wed	24-Aug-22	8:00am - 11:00am	3.0	27.00	Control accounts	1 / Lt	Learn the concept and format of Receivables and Payables control ledger accounts. Supplier statement reconciliations	Chapter 12		Questions from Lecturer notes and homework questions	Reach chapter 13

Lecture Number	Lecture Day & Date		Time	Hrs	Cum Hrs	Lecture Topic (s)	No./ Type of Session	Important ConcLts/ Ideas to know/Learning Outcome	Expected Reading	Other Matters	Questions	Items Due For Next Class
10	Frid	26-Aug-22	8:00am - 11:00am	3.0	30.00	Bank Reconciliations	1 / Lt	Learn the elements and the format of preparing bank reconciliation statements. Learn to update the cash book from the bank statement	Chapter 13		Questions from Lecturer notes and homework questions	Reach chapter 14
	Wed	31-Aug-22				<b>HOLIDAY</b>		<b>INDEPENDENCE DAY</b>				
11	Frid	2-Sep-22	8:00am - 11:00am	3.0	33.00	Correction of errors & Suspense accounts	1 / Lt	Learn the 6 errors that is revealed by the trial balance. Learn the errors that requires the use of a suspense account	Chapter 14		Questions from Lecturer notes and homework questions	Read chapter 15
12	Wed	7-Sep-22	8:00am - 11:00am	3.0	36.00	Introduction to company accounts	1 / Lt	Learn company terminology and how to account for shares, bonus issues, rights issues and dividends	Chapter 15		Questions from Lecturer notes and homework questions	Read chapter 15
13	Frid	9-Sep-22	8:00am - 11:00am	3.0	39.00	Preparaton of financial statements for companies	1 / EP	Learn how to answer Section B questions on company accounts	Chapter 15		Questions from Lecturer notes and homework questions	Read chapter 15
14	Wed	14-Sep-22	8:00am - 11:00am	3.0	42.00	Preparaton of financial statements for companies	1 / EP	Prepare the Statement of profit and loss and other comprehensive income, changes in equity and statement of financial position	Chapter 15		Questions from Lecturer notes and homework questions	Read chapter 16
15	Frid	16-Sep-22	8:00am - 11:00am	3.0	45.00	Events after the reporting period & Statement of cash flows	1 / EP	Adjusting and non-adjusting events. Prepare a cashflow statement using operating, investing and financing activities	Chapter 16 & 17		Questions from Lecturer notes and homework questions	Read chapter 18
16	Wed	21-Sep-22	8:00am - 11:00am	3.0	48.00	Introduction to consolidated financial statements	1 / EP	Learn the terminolgy used in consolidated accounts and the difference between a subsidiary and associate	Chapter 18		Questions from Lecturer notes and homework questions	Read chapter 18
17	Frid	23-Sep-22	8:00am - 11:00am	3.0	51.00	The consolidated statement of financial position	1 / EP	Prepare the statement of financial position for a parent and subsidiary company	Chapter 18		Questions from Lecturer notes and homework questions	Read chapter 18
18	Wed	28-Sep-22	8:00am - 11:00am	3.0	54.00	The consolidated statement of profit and loss and other comprehensive income	1 / EP	Prepare the statement of profit and loss and other comprehensive income for a parent and subsidiary company	Chapter 18		Questions from Lecturer notes and homework questions	Read chapter 18
19	Frid	30-Sep-22	8:00am - 11:00am	3.0	57.00	Consolidated financial statements	1 / EP	Learn to answer Section B questiions on Consolidated accounts	Chapter 18		Questions from Lecturer notes and homework questions	Read chapter 19
20	Wed	5-Oct-22	8:00am - 11:00am	3.0	60.00	Interpretation of financial statements	1 / EP	Learn the different types of ratios used to assess the performance of a business	Chapter 19		Questions from Lecturer notes and homework questions	Revision

**Key / Legend**

Lt = Lecture T=Tutorial Lb = Lab EP = Exam Prep

**Last Notes: SBCS reserves the right to make changes to the information contained herein. Any changes effected to the information contained herein will be made known to all students concerned via email. It is thus the responsibility of the student to attend all classes and to keep abreast of matters should they be absent from any class session. Students are advised and encouraged to review the recordings for updates where class sessions have been missed.**  
**Date syllabus last modified: June 2022.**