# SKILL OP Accountancy

## Accountancy

Aspire to become a financial accountant, but don't know where to start from? Our Accountancy course is the perfect course to answer all your questions and can give wings to your career to be a part of the lucrative accounting industry.

This comprehensive learning package will cover fundamental accounting concepts and principles and will unlock critical insights about financial accounting for you to gain in-depth knowledge for your career path optimization. Explore how professional accountants leverage accounting to the fullest extent to execute strategic decision making.

Accountancy is broken down into several modules. You will gain all the relevant theoretical and practical skills and knowledge necessary to become a professional financial accountant. This expert-outlined course covers everything you need to thrive within the accountancy profession, covering topics such as the fundamentals of accounting and finance, Xero bookkeeping and accounting, tax accounting, QuickBooks, training on sage 50 along with it you are going to be offered with a diploma in Forex trading. This course will improve your budgetary management skills on the fly making it more efficient assuring you to reach your strategic goals. Therefore, with this Accountancy course, you are ensured to become knowledgeable in a wide range of topics related to accounting. Build a top-notch career and gain substantial knowledge of Accountancy and sharpen your foundations for attaining success in this field from our Accountancy course.

With its manageable and easy to follow modules, you will become a professional accountant in no time! Enrol now, and put a step forward and embrace a competent future in the accounting department.

# **This Accountancy Bundle Consists the Following Courses:**

- 1. Xero Accounting Diploma
- 2. SAP S4HANA Controlling Course Cost Center Accounting
- 3. Accounting and Finance Certification Course
- 4. Online Bookkeeping and Quickbooks Course
- 5. Tax Accounting
- 6. Sage 50 Training

- 7. Corporate Finance: Coping with Financial Downturn
- 8. Critical Thinking & Problem Solving
- 9. Logistics & Operations Management Level 5
- 10. Microsoft Excel Complete Training 2021
- 11. Trading & Financing Candlestick Pattern
- 12. Xero Advance Bookkeeping 2021
- 13. Sage 50 Payroll
- 14. Financial Wellness: Managing Personal Cash Flow
- 15. Accounting Skills for New Supervisors
- 16. Risk Management: Risk Assessment & Analysis
- 17. Advanced Financial Modeling Using Excel
- 18. Managing Budgets

#### **Learning Outcomes:**

- Gain an understanding of the essentials of accounting and finance.
- Learn about Xero bookkeeping and accounting.
- Gain in-depth knowledge of tax accounting.
- Learn about accounting skills for new supervisors.
- Familiarise yourself with online bookkeeping and QuickBooks.
- Gain competencies in Sage 50 payroll.
- Learn about Forex trading.

#### Why should I take this bundle?

- 48 hours of on-demand video lectures and downloadable resources.
- Affordable premium-quality E-learning content, you can learn at your own pace.
- You will receive a completion certificate upon completing the course.
- Internationally recognized Accredited Qualification will boost up your resume.
- You will learn the researched and proven approach adopted by successful salespeople to transform their careers.
- You will be able to incorporate various practical sales techniques successfully and understand your customers better.

## Why Accountancy Course?

Excel your skills to the next level with our all-in-one course bundles. We are offering a huge range of premium bundled courses at a reduced price. These courses are arranged to -

- Provide you with the foundation and equip you with the necessary skills to apply them in the real world.
- Help stimulate your skill set to prepare you to succeed in your venture.
- Be incredible for any learner looking to achieve and utilize valuable specialised skills and knowledge, enabling you to dominate in progress and growth.

# **CPD**

83 CPD hours / points

# **Curriculum Breakdown of the Premium Courses:**

# > Xero Accounting Diploma

#### **Getting Prepared - Access the software and course materials**

- Getting started
- Setting up the system
- Nominal ledger
- Customers & Suppliers
- Sales ledger
- Suppliers
- Purchases ledger
- Sundry payments
- Sundry payments
- Petty Cash
- Bad Debt
- Credit Card
- Bank Reconciliation
- Payroll / Wages
- VAT Value Added Tax
- Reports
- Payroll unit
- Conclude

# > SAP S4HANA Controlling Course - Cost Center Accounting

#### **Introduction to the Course**

Introduction to the course

#### **Introduction to SAP Controlling**

- Introduction to the Chapter
- What is SAP Controlling Module All About
- What is Cost Center Accounting
- Recap of what we've learnt

### **Deep-dive to Cost Center Accounting**

Basic Configurations in SAP Controlling

- Real-time Business Scenario and Master Data Creation in SAP CO
- Introduction to Document Splitting
- Postings to Cost Center Accounting
- Plan vs Actual reports in SAP Cost Center Accounting
- Manual Transfer of Costs KB11N
- Plan vs Actual postings in Cost Center Accounting
- SAP Allocation Using Distribution Cycles
- SAP Allocation Using Assessment Cycles with Statistical Key Figures (SKFs)
- Statistical / Cryptic Document Numbers in SAP S4HANA Controlling

#### **Bonus Lectures**

- Real vs Statistical Postings in SAP S4HANA Controlling
- SAP ASAP vs Activate Methodologies

## Accounting and Finance Certification Course

#### Module: 01

- Accounting for Beginners Promo FREE
- Introduction
- First Transactions
- T Accounts introduction
- T-Accounts conclusion
- Trial Balance
- Income Statement

#### Module: 02

- Balance Sheet
- Balance Sheet Variations
- Accounts in practise
- Balance Sheets what are they
- Balance Sheet Level 2
- Income Statement Introduction
- Are they Expenses, or Assets
- Accounting Jargon

#### Module: 03

- Accruals Accounting is Fundamental
- Trial Balance 3 days ago More

- Fixed Assets and how it is shown in the Income Statement
- Stock movements and how this affects the financials
- How to calculate the Return on Capital Employed
- Transfer Pricing International Rules

#### **Handout – Accounting and Finance Certification Course**

## Online Bookkeeping and Quickbooks Course

- Getting prepared access the software and course materials
- Getting started
- Setting up the system
- Nominal ledger
- Customers
- Suppliers
- Sales ledger
- Purchases ledger
- Sundry payments
- Sundry receipts
- Petty cash
- Bank reconciliation
- Payroll / Wages
- Reports
- Tasks
- Additional Resources

## > Tax Accounting

- Tax System and Administration in the UK
- Tax on Individuals
- National Insurance
- How to Submit a Self-Assessment Tax Return
- Fundamental of Income Tax
- Advanced Income Tax
- Payee, Payroll and Wages
- Value Added Tax
- Corporation Tax
- Capital Gain Tax
- Inheritance Tax
- Import and Export
- Double Entry Accounting
- Management Accounting and Financial Analysis

• Career as a Tax Accountant in the UK

## ➤ Sage 50 Training

- Sage 50 Bookkeeper-Coursebook
- Introduction and TASK 1
- TASK 2 Setting up the System
- TASK 3 a Setting up Customers and Suppliers
- TASK 3 b Creating Projects
- TASK 3 c Supplier Invoice and Credit Note
- TASK 3 d Customer Invoice and Credit Note
- TASK 5 a and b Bank Payment and Transfer
- TASK 5 c and d Supplier and Customer Payments and DD STO
- TASK 6 Petty Cash
- TASK 7 a Bank Reconnciliation Current Account
- TASK 7 b Bank Reconciliation Petty Cash
- TASK 7 c Reconciliation of Credit Card Account
- TASK 8 Aged Reports
- TASK 9 a Payroll
- TASK 9 b Payroll Journal
- TASK 10 Value Added Tax-Vat Return
- Task 11 Entering opening balances on Sage 50
- TASK 12 a Year end journals-Depre journal
- TASK 12 b Prepayment and Deferred Income Journals
- TASK 13 a Budget
- TASK 13 b Intro to Cash flow and Sage Report Design
- TASK 13 c Preparation of Accountants Report & correcting Errors (1)

# > Corporate Finance: Coping with Financial Downturn

- Introduction to Corporate Finance
- Long Term Financial Planning and Growth
- Analysis of the Financial Statement
- Capital Budgeting
- Financial Risk-Return Tradeoff
- Profitability During Financial Downturn
- Managing Profitability in Financial Downturn
- Corporate Finance Regulations
- Career Path in Corporate Finance

## Critical Thinking & Problem Solving

- Components of Critical Thinking
- Non-Linear Thinking
- Logical Thinking
- Critical Thinkers (I)
- Critical Thinking (II)
- Evaluate the Information
- Benefits of Critical Thinking
- Changing Your Perspective
- Problem Solving
- Putting It All Together

## Logistics & Operations Management – Level 5

#### **Logistic Management**

- Introduction to Logistic Management
- Planning Framework for Logistics
- Logistics Management and Organisation
- Sourcing, Purchasing, and Procurement
- Channels of Distribution
- Supplier Relationship Management
- Inventory Planning and Management
- Principles of Warehousing
- Transportation in Logistics
- Customer Service and Logistics

#### **Operations Management**

- Introduction to Operations Management
- Project Management
- Business Development and Succession Planning
- Process Management
- Supply Chain Management
- Planning & Forecasting Operations
- Procurement & Purchasing Management
- Manufacturing & Delivery Operations

- Quality Management
- Managing Risk and Recovery
- Performance Management
- Talent Management
- Communication Skills
- Negotiation Techniques
- Conflict Management
- Stress Management
- Time Management
- Business Environment
- Business Writing Skills

# Microsoft Excel Complete Training 2021

- Excel from A-Z Course Introduction
- Getting Started With Excel
- Values, Referencing and Formulas
- Intro to Excel Functions
- Adjusting Excel Worksheets
- Visually Pleasing Cell Formatting
- How to Insert Images and Shapes!
- Visualize Data with Charts
- Excel's Printing Options
- Benefits of Using Excel Templates
- Working with Excel Datasets
- Excel Database Functions
- Excel Data Validation
- Excel PivotTables
- Excel's PowerPivot Add-In
- Excel's Conditional Functions
- Excel's Lookup Function
- Text-Based Functions in Excel
- Auditing Formulas and Views in Excel
- Excel's "what If?" Tools
- Welcome to Excel VBA
- The VBA Language
- Writing VBA Code
- Important VBA Tools and Logic
- Excel VBA Loops
- Triggering Macros
- Excel User Forms

Starting a Career in Excel

## > Trading & Financing – Candlestick Pattern

- Candlestick Charts
- Anatomy of Candlesticks
- Supply and Demand
- Support and Resistance
- Standard Doji Candlesticks
- Dragonfly Doji
- Gravestone Doji
- Reversal Candlestick Patterns- Engulfing Candles
- Morning and Evening Star Patterns
- Hammer and Hanging Man Candles
- Continuation Candlestick Pattern: Mat Hold
- Continuation Candlestick Pattern: 3 Method Pattern
- Candlestick Gaps
- Gap Close Reversal Strategy
- Trading Platform
- Trading Practise

# > Xero Advanced Bookkeeping 2021

- Getting Started
- Setting up of the System
- Customers and Suppliers
- Fixed Assets
- Bank Payments and Receipts
- Petty Cash
- Bank Reconciliation
- Business Credit Card Account
- Aged Reports
- Payroll and Journals
- Vat Return
- CIS Return
- Accrual and Prepayment
- Accrued Income and Deferred Income
- Depreciation Journal
- Management Reports
- Preparation of Budget

- Preparing Cash Flow
- Payment Services on Xero
- Bank Rules
- Multicurrency on Xero
- App Marketplace
- Introduction of Resources available during Covid-19
- Correction of Error

## > Sage 50 Payroll

- Payroll Basics
- Company Settings
- Legislation Settings
- Pension Scheme Basics
- Pay Elements
- The Processing Date
- Adding Existing Employees
- Adding New Employees
- Payroll Processing Basics
- Entering Payments
- Pre-Update Reports
- Updating Records
- e-Submissions Basics
- Process Payroll (November)
- Employee Records and Reports
- Editing Employee Records
- Process Payroll (December)
- Resetting Payments
- Quick SSP
- An Employee Leaves
- Final Payroll Run
- Reports and Historical Data
- Year-End Procedures

# > Financial Wellness: Managing Personal Cash Flow

- Introduction to Personal Cash Flow
- Understanding the Importance of Personal Finance
- Accounting and Personal Finances
- Cash Flow Planning

- Understanding Personal Money Management
- Borrowing, Credit and Debt
- Managing Personal Insurance
- Understanding Tax and Financial Strategies
- Designing a Personal Budget
- Money and Mental Health

# Accounting Skills for New Supervisors

- Getting the Facts Straight
- The Accounting Cycle
- The Key Reports
- Keeping Score
- Understanding Debits and Credits
- Your Financial Analysis Toolbox
- Identifying High and Low-Risk Companies
- The Basics of Budgeting
- Working Smarter

## Risk Management: Risk Assessment & Analysis

- Risk and Types of Risk
- The Risk Evaluation Process
- Risk Analysis & Assessment
- Risk Assessment at Workplace
- Introduction to Risk Management
- Risk Management Process
- Benefits of Risk Management
- Enterprise Risk Management
- Managing Financial Risks
- Managing Technology Risks

# > Advanced Financial Modeling Using Excel

- Welcome to the Course! Get the Overview of What You'll Learn
- Planning your Financial Model
- Building a Model Template
- Projecting the Income Statement
- Projecting the Balance Sheet

- Projecting Cash Flows
- Advanced Financial Modeling

BONUS LESSON: Top 5 Excel Features for Financial Modellers

## > Managing Budgets

- The Fundamentals of Finance
- The Basics of Budgeting & Parts of a Budget
- The Budgeting Process
- Budgeting Tips and Tricks & Crunching the Numbers
- Budget & Investment Opportunities
- Directing the Peerless Data Corporation

# > (FREE) Course 7: Microsoft Excel Course

#### **Certificate:**

This premium Accountancy bundle comes with FREE PDF & Hardcopy Certificates, PDF Transcripts & Student ID Card, and it makes this bundle the perfect value for money.

#### **Assessment**

After completing all the modules of the Accountancy bundle, your learning will be assessed by an automated multiple-choice based exam. You may choose to participate in a Mock Exam before attending the bundle course completion Final Exam with absolutely no extra cost.