

COURSE TITLE:

THE PRACTICAL GUIDE TO BASIC ACCOUNTING

Training Provider: **BICPA FTMS Accountancy Academy
SDN BHD**

COURSE OBJECTIVE

To develop a knowledge and understanding of the techniques used to gather information for the maintenance of accounts and financial records. The objectives for the workshop are to teach participants to maintain records relating to capital acquisition and disposal. Record income and expenditure, collect and collate information for the completion of financial accounts, Prepare and complete the extended trial balance, identify different types of errors in account and make correction using Journal entries

KEY COURSE INFORMATION

- Course Fee: \$350.00
- Training Duration: 3 Days
- Mode of Training: Classroom
- Language of Delivery: English
- Level: Basic

ENTRY REQUIREMENT

Good command in English Language and Math

CERTIFICATION

COP