

PRACTICAL FULL SET ACCOUNTING (PFSA)

ADVANCED LEVEL

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OUTLINE

1. **Introduction**
 - General information of intermediate level
 - Course outcome
2. **Accounting Schedules**
 - Fixed Assets Schedule
 - Payroll List
 - Stock List
 - Other receivables, prepayment and deposits Schedule
 - Provision and accruals Schedule
 - Hire Purchase Schedule
 - Capital Allowance Schedule
3. **Financial Analysis for assessing Financial Healthiness of a Company**
 - Trend Analysis over the periods
 - Ratio Analysis for profitability, liquidity, debt and turnover ratios
 - Variance Analysis for income statement, balance sheet and cash flow statement items over the years
4. **Preparing Business Budget**
 - Setting assumption for budget preparation
 - Short-term and long-term budget
 - Analysis of budget versus actual results
5. **Basic Income Tax Planning for Tax Savings**
 - Tax Reliefs
 - Tax Incentive
 - Tax Planning for personal and company tax
6. **Understand the Tax Issues**
 - Non-deductible tax expenses
 - Withholding tax
 - Tax evasion and impact