

Study Plan and Activities Schedule: Sep 2022 Session

Study materials including videos, understanding checkers and chapter assessments will be made available to users at the *start of each designated week.

Each chapter assessment must be submitted **via the e-course (LMS) for auto-feedback on possible answers.**

All Webinar/Revision recordings are not downloadable and **access expires from 11 Sep 2022.**

Week	Chp.	Topics	ACCA Syllb. Area	Estimated Time Allocation (Hours)			
				Chp. Assess.	Tests	Video Duration	Self-Learning
Week 1 *9 May	1-3	Release of Webinar Session 1 videos	A			2	2
	1	Law and the legal system	A	0.5			8
	2	Sources of law	A	0.5			
Week 2 *16 May	3-6	Release of Webinar Session 2 videos	B			2	2
	3	Formation of contract	B	0.5			8
	4	Content of contracts	B	0.5			
Week 3 *23 May	5	Breach of contract and remedies	B	0.5			8
	6	The law of torts and professional negligence	B	0.5			
Week 4 *30 May	7-8	Release of Webinar Session 3 videos	C			2	2
	7	Contract of employment	C	0.5			8
	8	Dismissal and redundancy	C	0.5			
Week 5 *6 June	9-12	Release of Webinar Session 4 videos	D			2	2
	9	Law of agency	D	0.5			8
	10	Partnerships	D	0.5			
Week 6 *13 June	11	Corporations and legal personality	D	0.5			8
	12	Promoter and pre-incorporation contracts	D	0.5			
Week 7 25 June	STUDY WEEK: Preparation for Progress Test						10
	Progress Test: Chapters 1-12 (Sat) *from 10am				3		5
	Tests open from *time until 12 mid-night. Each Test ends 3 hours after starting. The test is auto-graded with instant feedback. You can post questions on the course to the tutor regarding the test at the "Ask the Tutor" section.						
Week 8 *27 June	13-15	Release of Webinar Session 5 videos	E			2	2
	13	Share capital	E	0.5			8
	14	Loan capital and charges	E	0.5			
Week 9 *4 July	16-18	Release of Webinar Session 6 videos	F			2	2
	15	Capital maintenance and dividend law	E	0.5			8
	16	Company directors	F	0.5			
Week 10 *11 July	17	Other company officers	F	0.5			8
	18	Company meetings and resolutions	F	0.5			
Week 11 *18 July	19-20	Release of Webinar Session 7 videos	G-H			2	2
	19	Insolvency and administration	G	1			8
	20	Fraudulent and criminal behaviour	H	1			

Week	Activities		Estimated Time Allocation (Hours)			
			Chp. Assess.	Tests	Video Duration	Self-Learning
Week 12 25 July	Rev. 1	All the Revision Videos will be deployed from Week 12 (each video is 3-hour long) Manage your Self-Revision and Practice Questions using the Revision Kit			3	3
	Rev. 2				3	3
Week 13 1 Aug	Rev. 3				3	3
	Rev. 4				3	3
Week 14 8 Aug	Rev. 5				3	3
	Rev. 6				3	3
Week 15 20 Aug	STUDY WEEK					10
	Mock Exam - All Chapters: (Sat) *from 10am			3		7
	Tests open from *time until 12 mid-night. Each Test ends 3 hours after starting. The test is auto-graded with instant feedback. You can post questions on the course to the tutor regarding the test at the "Ask the Tutor" section.					
Total Duration			11	6	32	136
G. Total Estimated time to complete this unit (Hours)			185			

IMPORTANT Please read

The **Study Guide** can be downloaded from the course site for printing. You are prohibited to reproduce copies for non-registered users or distribute soft or printed copies without SunwayTES’s written permission.

Self-Learning Time includes reading time, viewing the ***embedded videos**, attempting the understanding checkers (Embedded Assessments) with auto-graded feedback, and reviewing the ****pre-recorded Webinar** (tutorial) videos.

***Embedded videos are conceptual or introductory videos with voice-overs.** Registered users can access the videos by scanning the AR codes on the Study Guides using the Zappar application from the Play Store (Android phones) or the App-Store (Apple Phones). You can also access and play the same videos embedded in the online course’s content. These videos are for viewings only and cannot be downloaded.

The ****Pre-recorded Webinar Videos** are recorded from live tutorials and the chapters’ syllabus are synced to these videos. These videos can be viewed from the course but **not downloadable** for off-line viewings.

Recorded Revision Videos can be viewed from the system but **not downloadable** for off-line viewings.

Progress Test and Mock Exam will be for duration of 3 hours each. Kindly note that each of the assessment is a **timed test** and only **one attempt** is allowed. Once you have started the test, you are required to complete it within the time limit. Make sure that you have a stable internet connection and a laptop or PC. You cannot do the tests on your handphone.

How to post questions (Assessment Support) to your tutor:

You will be assigned a tutor who will assist you on queries on the Chapter Assessments/Progress Test and Mock Exam. You can post questions on “Ask the Tutor” (accessed via Course > Interactive Tools > Ask the Tutor).

For assistance, please email: techteam_stescae@sunway.edu.my. Kindly allow 1 working day for the response. Enquiries received during weekends will be replied on the following week’s working day.

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