

Study Plan and Activities Schedule: Aug to Nov 2022 Study Period (Dec22-P1b)

Weekly study materials including understanding checkers and chapter assessments will be made available to users at the **\*start of the 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 on 11 Dec 2022**.

Week	Chp.	Topics	Estimated Time Allocation (Hours)			
			Chapter Assess.	Tests	Video Duration	G. Self-Learning
Week 1 *8 Aug	1 - 3	<b>Pre-Recorded Webinar Session 1</b>			2	2
	1	The Context and Purpose of Financial Reporting	0.5			8
	2	The Qualitative Characteristics Of Financial Information	0.5			
	3	The Use of Double-Entry and Accounting System	0.5			
Week 2 *15 Aug	4 - 7	<b>Pre-Recorded Webinar Session 2</b>			2	2
	4	Trial Balance	0.5			8
	5	Sales and Purchases	0.5			
Week 3 *22 Aug	6	Control Account and Reconciliation	0.5			8
	7	Cash	0.5			
Week 4 *29 Aug	8 - 11	<b>Pre-Recorded Webinar Session 3</b>			2	2
	8	Bank Reconciliation	0.5			8
	9	Correction of Errors and Suspense Account	0.5			
	10	Inventory	0.5			
Week 5 *5 Sep	11	Tangible Non-Current Assets and Depreciation	1.0			8
Week 6 *12 Sep	12 - 13	<b>Pre-Recorded Webinar Session 4</b>			2	2
	12	Intangible Non-Current Asset and Amortisation	0.5			8
	13	Accruals and Prepayments	0.5			
Week 7	<b>Study Week: Preparation for Progress Test</b>					8
Week 8 1 Oct	<b>Progress Test: Chapters 1 - 13 (Sat) *from 10am until 12 mid-night.</b>			2		5
	Tests open from *time until 12 mid-night. Each Test ends 2 hours after starting. <b>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.</b>					
Week 9 *3 Oct	<b>Pre-recorded Revision Videos deployed from Week 9</b>				18	18
	14 - 17	<b>Pre-Recorded Webinar Session 5</b>			2	2
	14	Irrecoverable Debt and Allowances	0.5			8
	15	Incomplete Records	0.5			
	16	Provisions and Contingencies	0.5			
Week 10 *10 Oct	17	Capital Structure and Finance Costs	1.0			8
Week 11 *17 Oct	18 - 21	<b>Pre-Recorded Webinar Session 6</b>			2	2
	18	Limited Liability Company Financial Statements	0.5			8
	19	Disclosure Notes	0.5			
Week 12 *24 Oct	20	Events After the Reporting Period	0.5			8
	21	Statement of Cash Flows	0.5			

Week	Chp.	Topics	Estimated Time Allocation (Hours)			
			Chapter Assess.	Tests	Video Duration	G. Self-Learning
Week 13 *31 Oct	22 - 24	Pre-Recorded Webinar Session 7			2	2
	22	Group	0.5			8
	23	Associates	0.5			
	24	Ratio Analysis (Interpretation of Fin. Statements)	0.5			
Week 14	Manage self-Revision and practice using the Revision Kit					10
Week 15 19 Nov	Mock Exam - All chapters (Sat) *from 10am			2		10
	Mock Exam opens from *time until 12 mid-night. Each Test ends 2 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 16	STUDY WEEK					10
Total Duration			13	4	32	163
G. Total estimated time to complete this unit (Hours)			212			

**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. **You are prohibited to extract, distribute, resell course materials/videos/assessment items or provide access to any other party.**

**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 and Revision 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. **Use of streaming firewall bypass features on any video or interactive media content that are Intellectual Properties of Sunway-TES is strictly prohibited and legal action can be taken against you for infringement of IP.**

**Progress Test and Mock Exam** will be for duration of 2 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.** The tests are auto-graded and you can view your submissions with the feedbacks on the best answer in the Grade Centre (in the course).

**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](mailto: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.

**Note: All Webinar/Revision recordings are not downloadable and access to the content expires on 11 Dec 2022.**