

**Study Plan and Activities Schedule: Aug to Nov 2022 Study Period (Dec22-L2)**

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 on 11 Dec 2022**.

Week	Chp.	Topics <i>Live Sessions are conducted in Malaysian Time MYT (GMT/UTC +8)</i>	ACCA Syllb. Area	Estimated Time Allocation (Hours)			
				Chp. Assess.	Tests	Webinar/ Revision	Self-Learning
Week 1 <i>*8 Aug</i>	1	Law and the legal system	A	0.5			8
	2	Sources of law	A	0.5			
<b>10 Aug</b>	<b>1 - 2</b>	<b>Webinar Session 1 (Wed: 6 – 8pm MYT)</b>	<b>A</b>			2	2
Week 2 <i>*15 Aug</i>	3	Formation of contract	B	0.5			8
	4	Content of contracts	B	0.5			
Week 3 <i>*22 Aug</i>	5	Breach of contract and remedies	B	0.5			8
	6	The law of torts and professional negligence	B	0.5			
<b>24 Aug</b>	<b>3 - 6</b>	<b>Webinar Session 2 (Wed: 6 – 8pm)</b>	<b>B</b>			2	2
Week 4 <i>*29 Aug</i>	7	Contract of employment	C	0.5			8
	8	Dismissal and redundancy	C	0.5			
<b>31 Aug</b>	<b>7 - 8</b>	<b>Webinar Session 3 (Wed: 6 – 8pm)</b>	<b>C</b>			2	2
Week 5 <i>*5 Sep</i>	9	Law of agency	D	0.5			8
	10	Partnerships	D	0.5			
Week 6 <i>*12 Sep</i>	11	Corporations and legal personality	D	0.5			8
	12	Promoter and pre-incorporation contracts	D	0.5			
<b>14 Sep</b>	<b>9 - 12</b>	<b>Webinar Session 4 (Wed: 6 – 8pm)</b>	<b>D</b>			2	2
Week 7 <b>24 Sep</b>	<b>STUDY WEEK: Preparation for Progress Test</b>						<b>10</b>
	<b>Progress Test: Chapters 1-12 (Sat) *from 10am</b>				3		<b>6</b>
	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 (accessed via Course > Interactive Tools > Ask the Tutor) OR Ask the Tutor during the next webinar.						
Week 8 <i>*26 Sep</i>	13	Share capital	E	0.5			8
	14	Loan capital and charges	E	0.5			
	15	Capital maintenance and dividend law	E	0.5			
<b>28 Sep</b>	<b>13 - 15</b>	<b>Webinar Session 5 (Wed: 6 – 8pm)</b>	<b>E</b>			2	2
Week 9 <i>*3 Oct</i>	16	Company directors	F	0.5			8
	17	Other company officers	F	0.5			
	18	Company meetings and resolutions	F	0.5			
<b>5 Oct</b>	<b>16 - 18</b>	<b>Webinar Session 6 (Wed: 6 – 8pm)</b>	<b>F</b>			2	2
Week 10 <i>*10 Oct</i>	19	Insolvency and administration	G	1			8
	20	Fraudulent and criminal behaviour	H	1			
<b>12 Oct</b>	<b>19 - 20</b>	<b>Webinar Session 7 (Wed: 6 – 8pm)</b>	<b>G - H</b>			2	2

Week	Activities		Estimated Time Allocation (Hours)			
			Chp. Assess.	Tests	Webinar/ Revision	Self-Learning
Week 11 22 Oct	Rev. 2	Revision 1 (Sat: 10am to 12pm & 1pm to 4pm)			6	6
Week 12 29 Oct	Rev. 2	Revision 2 (Sat: 10am to 12pm & 1pm to 4pm)			6	6
Week 13 5 Nov	Rev. 3	Revision 3 (Sat: 10am to 12pm & 1pm to 4pm)			6	6
Week 14 12 Nov	<b>STUDY WEEK: Preparation for Mock Exam</b>					<b>10</b>
	<b>Mock Exam - All Chapters: (Sat) *from 10am</b>			<b>3</b>		<b>6</b>
	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 OR ask the Tutor during the Mock Exam Review (Live) Session at Week 16.					
Week 15	<b>STUDY WEEK</b>					<b>10</b>
Week 16 23 Nov	<b>MOCK EXAM REVIEW (Wed: 6 – 8pm)</b>				<b>2</b>	<b>2</b>
<b>Total Duration</b>			<b>11</b>	<b>6</b>	<b>32</b>	<b>146</b>
<b>G. Total Estimated time to complete this unit (Hours)</b>			<b>195</b>			

**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 **\*\*Recorded Webinars and Revisions'** 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 **\*\*Recorded Webinars and Revisions' Videos** are recorded from the live sessions. These videos can be viewed from the system/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 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](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.