

Timetable: Nov 2022 to Feb 2023 Study Period

Online content including videos, understanding checkers and chapter assessments will be made available to subscribers from **4 working days after payment is confirmed**. Each chapter assessment must be submitted **via the e-course for auto-feedback on possible answers**. All Live sessions will be recorded and uploaded for later viewings. You will be notified via emails when the recordings are ready for viewings.

Week	Chp.	Topics <i>Live Sessions are conducted in Malaysian Time MYT (GMT/UTC +8)</i>	ACCA Syllb. Area	Estimated Time Allocation (Hours)				
				Chp. Practice Qn.	Syllb. Area Assess.	Tests	Webinar/ Revision	Self-Learning
Week 1 31 Oct	1	Qualities of Leadership	A	1	2			2
	2	Leadership and Organisational Culture		1				2
	3	Professionalism, Ethical Codes and the Public Interest		1				2
2 Nov	WEBINAR 1 - Bridging Topics (Wed: 6.30 – 8.30pm MYT)						2	2
Week 2 7 Nov	4	Agency	B	1	2			2
	5	Stakeholder Analysis and Social Responsibility		1				2
	6	Governance Scope and Approaches		1				2
Week 3 14 Nov	7	Reporting to Stakeholders	B	1	2			2
	8	The Board of Directors		1				2
	9	Public Sector Governance		1				2
16 Nov	1 - 9	WEBINAR 2 (Wed: 6.30 – 8.30pm MYT)					2	2
Week 4 21 Nov	15	Identification, Assessment and Measurement of Risk	D	1	2			2
	16	Managing, Monitoring and Mitigating Risk		1				2
24 Nov	15-16	WEBINAR 3 (Thu: 6.30 – 8.30pm MYT)					2	2
Week 5 28 Nov	22	Management and Internal Control Sys.	F	1	2			2
	23	Audit and Compliance		1				2
	24	Internal Control and Management Reporting		1				2
1 Dec	22-24	WEBINAR 4 (Thu: 6.30 – 8.30pm MYT)					2	2
Week 6 5 Dec	10	Concept of Strategy	C	1	2			2
	11	Environmental Issues		1				2
	12	Competitive Forces		1				2
8 Dec	10-12	WEBINAR 5 (Thu: 6.30 – 8.30pm MYT)					2	2
Week 7 12 Dec	13	The Internal Resources, Capabilities and Competences of an Organisation	C	1	2			2
	14	Strategic Choices		1				2
17 Dec	Progress Test: Areas A, B, D, F and C (Chp 10 -12), Sat. *from 10am (your time zone)					4		6
	Test opens from *from 10am until 12 mid-night. Each Test ends 4 hours after starting. P. Test results release in week 9							
Week 8 19 Dec	17	Cloud and Mobile Technology	E	1	2			2
	18	Big Data and Data Analytics		1				2
	19	Machine Learning, AI and Robotics		1				2
Week 9 26 Dec	Progress Test Results Release (The feedback will be in the form of individual comments on the graded script that are marked online).							2
	20	E-Business: Value Chain	E	1	2			2
	21	IT Systems Security and Control		1				2
29 Dec	13-14 17-21	WEBINAR 6 (Thu: 6.30 – 8.30pm MYT)					2	2
Week 10 2 Jan	25	Finance Function	G	1	2			2
	26	Financial Analysis and Decision-Making Techniques		1				2

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				Chp. Practice Qn.	Syllb. Area Assess.	Tests	Webinar/ Revision	Self-Learning
	27	Cost and Management Accounting		1				2

Week	Chp.	Topics	ACCA Syllb. Area	Estimated Time Allocation (Hours)					
				Chp. Practice Qn.	Syllb. Area Assess.	Tests	Webinar/ Revision	Self-Learning	
5 Jan	25-27	WEBINAR 7 (Thu: 6.30 – 8.30pm MYT)					2	2	
Week 11 9 Jan	28	Enabling Success: Organising	H	1	2			2	
	29	Enabling Success: Disruption Techs.		1			2		
	30	Enabling Success: Talent Management		1			2		
12 Jan	28-30	WEBINAR 8 (Thu: 6.30 – 8.30pm MYT)					2	2	
Week 12 16 Jan	31	Enabling Success: Performance Excellence	H	1	2			2	
	32	Managing Strategic Change		1			2		
	33	Leading and Managing Projects		1			2		
19 Jan	31-33	WEBINAR 9 (Thu: 6.30 – 8.30pm MYT)					2	2	
26 Jan	Rev 1	Live Revision Session 1: Thu (6pm to 9pm) MYT					3	6	
1 Feb	Rev 2	Live Revision Session 3: Wed (6pm to 9pm) MYT							
2 Feb	Rev 3	Live Revision Session 2: Thu (6pm to 9pm) MYT					3	6	
8 Feb	Rev 4	Live Revision Session 3: Wed (6pm to 9pm) MYT					3	6	
9 Feb	Rev 5	Live Revision Session 4: Thu (6pm to 9pm) MYT					3	6	
15 Feb	Rev 6	Live Revision Session 5: Wed (6pm to 9pm) MYT					3	6	
Week 16 18 Feb	Mock Exam: Test on all areas (Sat) *from 10am (your time zone)					4		10	
	Test opens from *from 10am until 12 mid-night. Each Test ends 4 hours after starting. Results by 25 Feb.								
25 Feb	Live Mock Exam Review (Sat: 6.30 – 8.30pm) MYT							2	2
Total Duration				33	24	8	38	140	
G. Total estimated time to complete this unit (Hours)				243					

IMPORTANT Please read

The **Study Text** 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 Text 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 4 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.

Note: Your online account and access for this subscription expires on 12 Mac 2023.