Timetable: Aug 2023 to Nov 2023 Study Period

Online content including videos, understanding checkers and chapter assessments will be made available to subscribers at the *start of each designated week. 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 Live Sessions are conducted in Malaysian Time MYT (GMT/UTC +8)	ACCA Syllb. Area	Estimated Time Allocation (Hours)				
				Chp. Practice Qn.	Syllb. Area Assess.	Tests	Webinar/Revision	Self-Learning
Week 1 7 Aug	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
10 Aug		**WEBINAR 1 - Bridging Topics (Thu: 6.30 – 8.30pm MYT)**					2	2
Week 2 14 Aug	4	Agency	B	1	2			2
	5	Stakeholder Analysis and Social Responsibility		1				2
	6	Governance Scope and Approaches		1				2
Week 3 21 Aug	7	Reporting to Stakeholders	B	1	2			2
	8	The Board of Directors		1				2
	9	Public Sector Governance		1				2
24 Aug	1 - 9	**WEBINAR 2 (Thu: 6.30 – 8.30pm MYT)**					2	2
Week 4 28 Aug	15	Identification, Assessment and Measurement of Risk	D	1	2			2
	16	Managing, Monitoring and Mitigating Risk		1				2
31 Aug	15-16	**WEBINAR 3 (Thu: 6.30 – 8.30pm MYT)**					2	2
Week 5 4 Sept	22	Management and Internal Control Sys.	F	1	2			2
	23	Audit and Compliance		1				2
	24	Internal Control and Management Reporting		1				2
7 Sept	22-24	**WEBINAR 4 (Thu: 6.30 – 8.30pm MYT)**					2	2
Week 6 11 Sept	10	Concept of Strategy	C	1	2			2
	11	Environmental Issues		1				2
	12	Competitive Forces		1				2
14 Sept	10-12	**WEBINAR 5 (Thu: 6.30 – 8.30pm MYT)**					2	2
Week 7 18 Sept	13	The Internal Resources, Capabilities and Competences of an Organisation	C	1	2			2
	14	Strategic Choices		1				2
24 Sep		**Progress Test: Areas A, B, D, F and C (Chp 10 -12), Sun. *from 10am (your time zone)**				3		6
		Test opens *from 10am until 12 mid-night. Each Test ends 4 hours after starting. Ensure you complete your test before 12 mid-night. Progress Test results will be released in week 9 in the Grade Centre.						
Week 8 25 Sept	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 02 Sept		**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
5 Oct	13-14 17-21	**WEBINAR 6 (Thu: 6.30 – 8.30pm MYT)**					2	2

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				Chp. Practice Qn.	Syllb. Area Assess.	Tests	Webinar/Revision	Self-Learning
Week 10 9 Oct	25	Finance Function	G	1	2			2
	26	Financial Analysis and Decision-Making Techniques		1				2
	27	Cost and Management Accounting		1				2
12 Oct	25-27	**WEBINAR 7 (Thu: 6.30 – 8.30pm MYT)**					2	2
Week 11 16 Oct	28	Enabling Success: Organising	H	1	2			2
	29	Enabling Success: Disruption Techs.		1				2
	30	Enabling Success: Talent Management		1				2
19 Oct	28-30	**WEBINAR 8 (Thu: 6.30 – 8.30pm MYT)**					2	2
Week 12 23 Oct	31	Enabling Success: Performance Excellence	H	1	2			2
	32	Managing Strategic Change		1				2
	33	Leading and Managing Projects		1				2
26 Oct	31-33	**WEBINAR 9 (Thu: 6.30 – 8.30pm MYT)**					2	2
1 Nov	Rev 1	**Live Revision Session 1: Wed (6pm to 9pm) MYT**						
2 Nov	Rev 2	**Live Revision Session 2: Thu (6pm to 9pm) MYT**					3	6
8 Nov	Rev 3	**Live Revision Session 3: Wed (6pm to 9pm) MYT**					3	6
9 Nov	Rev 4	**Live Revision Session 4: Thu (6pm to 9pm) MYT**					3	6
15 Nov	Rev 5	**Live Revision Session 5: Wed (6pm to 9pm) MYT**					3	6
16 Nov	Rev 6	**Live Revision Session 6: Thu (6pm to 9pm) MYT**					3	6
Week 15 19 Nov		**Mock Exam: Test on all areas (Sun) *from 10am (your time zone)**				3		**10**
		Test opens *from 10am until 12 mid-night. Each Test ends 4 hours after starting. Ensure you complete your test before 12 mid-night. Mock Exam results release and to be reviewed on 23 Nov during live webinar.						
Week 16 23 Nov		**Live Mock Exam Review (Thu: 6.30 – 8.30pm) MYT**					2	2
		Total Duration		**33**	**24**	**6**	**38**	**138**
		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 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.

Note: Your online account and access for this subscription expires on 10 Dec 2023.