

Timetable: December 2023 to February 2024 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 (LMS) for auto-feedback on possible answers**. You are advised to complete the Chapter Assessments within the ***designated week**.

Week	Chap.	Topics	ACCA Syllb. Area	Estimated Time Allocation (Hours)			
				Chap. Assess.	Tests	Webinar/ Revision	Self-Learning
Week 1 04 Dec	1-4	Release of pre-recorded webinar 1 video				2	2
	1	Fundamentals of management accounting	A	0.5			4
	2	Sources of data	A	0.5			
	3	Cost classification	A	0.5			4
	4	Presenting information	A	0.5			
Week 2 11 Dec	5-9	Release of pre-recorded webinar 2 video				2	2
	5	Data Analysis and Statistical Techniques	A	0.5			4
	6	Analytical Techniques in Budgeting and Forecasting	A	0.5			
Week 3 18 Dec	7	Summarising and Analysing Data	B	0.5			6
	8	Spreadsheets	B	0.5			
	9	Accounting for Material, Labour and Overheads	C	0.5			
Week 4 25 Dec	10-12	Release of pre-recorded webinar 3 video				2	2
	10	Absorption and Marginal Costing	C	0.5			6
	11	Cost Accounting Methods	C	1			
	12	Alternative Cost Accounting	C	0.5			
Week 5 01 Jan	13-14	Release of pre-recorded webinar 4 video				2	2
	13	Nature and Purpose of Budgeting	D	0.5			4
	14	Budget Preparation	D	0.5			
06 Jan	Progress Test: Chapters 1-12 (Sat): *from 10am (your time zone)				2		4
Test opens from *from 10am until 12 mid-night. Each Test ends 2 hours after starting. Progress Test is auto-graded.							
Week 6 08 Jan	15-18	Release of pre-recorded webinar 5 video				2	2
	15	Flexible Budget	D	0.5			4
	16	Asset budgeting & Investment Appraisal	D	0.5			
Week 7 15 Jan	17	Budgetary Control and Reporting	D	0.5			4
	18	Behavioural Aspects of Budgeting	D	0.5			
Week 8 22 Jan	19-20	Release of pre-recorded webinar 6 video				2	2
	19	Standard Costing Systems	E	1			4
	20	Variance Calculations and Analysis	E	1			
Week 9 29 Jan	21-23	Release of pre-recorded webinar 7 video				2	2
	21	Reconciliation of Budgeted and Actual Profit	E	0.5			6
	22	Performance Measurement Overview	F	0.5			
	23	Performance Measurement	F	0.5			

Week	Activities		Estimated Time Allocation (Hours)			
			Chapter Assess.	Tests	Webinar/Revision	Self-Learning
Week 10 05 Feb	Rev 1.	All the pre-recorded revision videos will be deployed from *Week 10 (each video is 6-hour long) Manage your Self-Revision and Practice Questions using the Revision Kit			6	6
Week 11 12 Feb	Rev 2.				6	6
Week 12 19 Feb	Rev 3.				6	6
24 Feb	Mock Exam: Test on all areas (Sat) *from 10am (your time zone)			2		10
	Mock Exam opens *from 10am until 12 mid-night. Each Test ends 2 hours after starting. Ensure you complete your test before 12 mid-night. Mock Exam is auto-graded.					
Total Duration			13	4	32	92
G. Total Estimated time to complete the online activities (Hours)			141			

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 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.**

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 31 March 2024.