



BPP Professional Development 2017 Financial Accounting Programme

Programme Guide

Course Title	Date	Outline	Cost
Introduction to bookkeeping	6 – 7 February or 24 – 25 August 09.00 – 16.00	<ul style="list-style-type: none"> Provides a foundation in manual bookkeeping skills Aimed at people with small businesses, trainees in the finance industry and people looking to move into the workplace 	£299.00
FRS 102, one year on	14 February, 12.00 – 14.00	<ul style="list-style-type: none"> Provides an overview of FRS 102 and how companies have dealt with the changeover over the last 12 months 	£99.00
Intermediate bookkeeping	15 – 16 February or 31 July – 1 August 09.00 – 16.00	<ul style="list-style-type: none"> Focuses on developing bookkeeping and basic accounting skills, including double entry bookkeeping Includes control accounts and progresses up to preparation of final accounts This level is suited for people who have completed the introductory level, or people already working in finance 	£350.00
Accounting for financial instruments	14 March, 12.00 – 14.00	<ul style="list-style-type: none"> Provides an overview of the changes from IAS 39 to IFRS 9 including IFRS 9's new impairment loss methodology with some detailed examples to help comprehend the extent of the changes Aimed at qualified accountants or students who have completed the majority of their ACCA/ICAEW exams 	£99.00
Revenue recognition	7 June, 12.00 – 14.00	<ul style="list-style-type: none"> Keep up to date with the new Revenue standard. The move from IAS 18 to IFRS 15 will be significant in your financial statements Aimed at qualified accountants 	£99.00
IAS 38; Intangible assets	22 June, 12.00 – 14.00	<ul style="list-style-type: none"> A revision of IAS 38 intangible assets, when to capitalise and when not to, and how to deal with an acquisition of an underlying Company when they hold a number of intangible assets Aimed at students currently doing accounting exams/qualified accountants 	£99.00

Reviewing company accounts	14 September, 12.00 – 14.00	<ul style="list-style-type: none"> • This session gives delegates the resources to perform a full review of a set of financial statements • Delegates will become familiar with Ratio analysis and create a checklist they can use in a practical way to ensure their reviews are complete and accurate • Aimed at bookkeepers/administrators 	£99.00
Finance for non-finance managers	12 October, 09.00 – 16.00	<p>This course will look at the key concepts of both financial and management accounting. By the end of the day participants will understand:</p> <ul style="list-style-type: none"> • The need for financial records and the fundamental concepts of financial statements • The format of balance sheets and profit and loss accounts • The difference between capital and revenue expenditure • Standard accounting adjustments • How to interpret a set of financial statements • The concepts of liquidity • The difference between financial accounting and management accounting • The concepts and methods of budgeting, forecasting and re-forecasting • The use of budgeting and management accounting within performance management • The techniques used to prepare budgets • Classifications used in the analysis of costs including by function, direct and indirect, fixed and variable • The importance of capital investment planning and control • How to define and distinguish between capital and revenue expenditure 	£195.00
Consolidation; keeping you up to date	19 October, 12.00 – 14.00	<ul style="list-style-type: none"> • An update to IFRS 10; understanding the main concepts of control and when to consolidate • Determining what an investment entity is and when a company can take the consolidation exemption • Aimed at qualified accountants 	£99.00
Accounting for foreign transactions and foreign subsidiaries	23 November, 12.00 – 14.00	<ul style="list-style-type: none"> • Provide an understanding of how to deal with foreign transactions using IAS 21 • Consolidate a foreign subsidiary following the IAS 21 principles • Aimed at students currently studying/qualified accountants 	£99.00
Reviewing trust accounts	6 December, 12.00 – 14.00	<ul style="list-style-type: none"> • Understanding different types of trust from an accounting perspective • The format of trust accounts • Income versus Capital • How to account for different types of trust • Practical case studies 	£99.00



This programme includes courses designed to enhance your understanding of existing accounting frameworks as well as keeping you informed of upcoming changes to both IFRS and FRS102. It also includes courses that give a broad overview of important aspects in accounting for trust and corporate structures.

Presenters

The programme is presented by a range of BPP tutors.

Venue

All sessions will take place at BPP Professional Education, Whiteley Chambers, 39 Don Street, St Helier, Jersey, JE2 4TR

Costs

Prices do not include GST. Those organisations or individuals who are not exempt from GST will pay an additional 5%.

How to book

Simply complete the booking form at the back of this brochure and forward to maxinepreddy@bpp.com. Bookings should be received 7 days before the start of the course. If this is not possible please contact Maxine on **711803**. Once BPP has received your booking we will send you confirmation along with full joining instructions.

Change of date, venue or tutor

BPP reserves the right to change course dates, venues or tutors, or cancel in exceptional circumstances. We will of course advise you of any changes as early as possible.

Terms & conditions

If you need to make amendments you can email:

maxinepreddy@bpp.com

We will accept name changes at any point up to the start of the course free of charge. If it becomes necessary to cancel a course delegate the following policy will apply: Cancellations 28 days or more in advance, no charge/full refund. Cancellations 27 – 7 days in advance, 50% charge. Cancellations less than 7 days in advance, no refund

Professional Development Booking Form

Personal details		Authorisation to invoice employer	
Title	Date of Birth	Company Name	
First Name		Company Billing Address	
Last Name			
Home Address		Town/City	Post Code
Town/City	Post Code	Authorising Manager	
Email		Job Title	Tel
Tel		Email	
Signature*		Authorising Signature*	
<p>*Student signature, by signing, I accept BPP's Privacy Policy (as amended from time to time) and consent to BPP providing the personal data (including sensitive personal data) to my Employer. By submitting this application form, I confirm that I agree to the terms and conditions applicable to the course(s) and study materials.</p>		<p>*I am authorized by the above company to authorize payment of the course and study material fees set out in this application form and , by signing this application, I confirm that the above company agrees to the terms and conditions applicable to such sponsorship and set out in the terms and conditions applicable to the course(s) and study materials.</p>	
<p>Please circle as applicable below</p>		GST ISE Number	
Self-funded Employer funded		PO Number	
		Accounts Payable Tel	
		Accounts Payable Email	
<p>Do you have any special needs/disability that may affect you in the event of a building evacuation whilst you are on BPP premises? Yes No (If yes, please arrive for the start of the first day of your course 15 minutes early to allow for the local site Health & Safety Officer to complete the necessary evacuation procedure and assessments with you.)</p>			
Course details			
Session		Start date	Price
Payment details			
<p>By <input type="checkbox"/> cheque Please enclose cheque made payable to BPP (CI) Limited</p>			
<p>By card <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/></p>			
Card holder's name			
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Security code		Valid from	Expiry date
Send to Maxine Preddy		Email maxinepreddy@bpp.com	Tel +44 (0) 1534 711800

BPP Professional Education

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