

Foundations of Accounting Study map



BEFORE YOU BEGIN



- Scheduling your exam appointment
- Foundation exams rules and regulations
- Preparing for Foundation exams
- Learning objectives
- Frequently asked questions
- Additional learning support



Using your study guide



Using your ePub study guide



International Financial Reporting Standards (IFRS)



Study guide—Introduction

MODULE 2



- Study guide (PDF)
- Study guide (ePub)



Chapter overview—Module 2

Study time proportion: 35%

MODULE 4



- Study guide (PDF)
- Study guide (ePub)



Chapter overview—Module 4

Study time proportion: 5%

MODULE 6



- Study guide (PDF)
- Study guide (ePub)



Chapter overview—Module 6

Study time proportion: 15%

EXAM PREPARATION



- Scheduling your exam appointment
- What to expect on the day of your exam
- Accessing and understanding your results



What to expect on the day of your exam



Exam tutorial



- Pearson VUE On-screen calculator
- On-screen exam tools

BYB

M1

M2

M3

M4

M5

M6

M7

EP

MODULE 1



- Study guide (PDF)
- Study guide (ePub)



Chapter overview—Module 1

Study time proportion: 15%

MODULE 3



- Study guide (PDF)
- Study guide (ePub)



Chapter overview—Module 3

Study time proportion: 10%

MODULE 5



- Study guide (PDF)
- Study guide (ePub)



Chapter overview—Module 5

Study time proportion: 10%

MODULE 7



- Study guide (PDF)
- Study guide (ePub)



Chapter overview—Module 7

Study time proportion: 10%

Key:

Activity

Audio

Check your understanding











Study guide

Supplementary document












Video

Web link















Detailed study session planning

			Recommended study time	Done
Before you begin				
—		Scheduling your exam appointment	10 mins	
—		Foundation exams rules and regulations	20 mins	
—		Preparing for foundation exams	20 mins	
—		Learning objectives	10 mins	
—		Frequently asked questions	20 mins	
—		Additional learning support	5 mins	
—		Using your study guide	5 mins	
—		Using your ePub study guide	10 mins	
—		International Financial Reporting Standards (IFRS)	30 mins	
—		Study guide—Introduction	20 mins	
Total			2.5 hrs	














Notes:

			Recommended study time	Done
Study session	Module 1—Understand the purpose of accounting			
—		Audio: Chapter overview—Module 1	5 mins	
—		Study guide—Before you begin	45 mins	
1		Study guide—The role and purpose of accounting	40 mins	
2		Study guide—Generally Accepted Accounting Principles (GAAP)	40 mins	
3		Study guide—Key accounting concepts	4 hrs	
4		Study guide—The main elements of financial statements	2.5 hrs	
5		Study guide—Users of financial statements	1 hr 15 mins	
—		Study guide—Quick revision questions 1	45 mins	
6		Study guide—The accounting equation	4.5 hrs	
7		Study guide—Types of business entity	2 hrs 15 mins	
—		Study guide—Quick revision questions 2	35 mins	
Total			18 hrs	








Notes:

			Recommended study time	Done
Study session	Module 2—The accounting system and double entry			
—		Audio: Chapter overview—Module 2	10 mins	
—		Study guide—Before you begin	60 mins	
1		Study guide—The role of source documents	2 hrs 45 mins	
2		Study guide—Ledger accounts	1 hr 45 mins	
3		Study guide—Double entry	8 hrs	
4		Study guide—The general journal	2 hrs 45 mins	
5		Study guide—Entering transactions to the general ledger accounts	3 hrs 20 mins	
6		Study guide—The trade receivables and trade payables ledgers	3 hrs 20 mins	
—		Study guide—Quick revision questions 1	55 mins	
7		Study guide—The nature of sales tax and how it is collected	2 hrs 15 mins	
8		Study guide—Accounting for sales tax	2 hrs 45 mins	
9		Study guide—The trial balance	4 hrs 45 mins	
10		Study guide—Accounting software packages	7.5 hrs	
—		Study guide—Quick revision questions 2	45 mins	
Total			42 hrs	










Notes:

			Recommended study time	Done
Study session	Module 3—Accrual accounting			
—		Audio: Chapter overview—Module 3	10 mins	
—		Study guide—Before you begin	55 mins	
1		Study guide—The accruals basis of accounting	35 mins	
2		Study guide—Accruals and prepayments	25 mins	
3		Study guide—Calculation of accruals and prepayments	2.5 hrs	
—		Study guide—Quick revision questions 1	40 mins	
4		Study guide—Revenue recognition	40 mins	
5		Study guide—Discounts	25 mins	
6		Study guide—Accounting for discounts	1 hr 40 mins	
7		Study guide—Irrecoverable debts	50 mins	
8		Study guide—Allowance for receivables	2 hrs 15 mins	
9		Study guide—Contra entries	10 mins	
—		Study guide—Quick revision questions 2	45 mins	
			Total	12 hrs













Notes:

			Recommended study time	Done
Study session	Module 4—Accounting for inventories			
—		Audio: Chapter overview—Module 4	5 mins	
—		Study guide—Before you begin	25 mins	
1		Study guide—Inventories and cost of goods sold	1.5 hrs	
2		Study guide—Accounting for opening and closing inventories	15 mins	
3		Study guide—Counting inventories	15 mins	
4		Study guide—Valuing inventories	2 hrs 55 mins	
—		Study guide—Quick revision questions	35 mins	
Total			6 hrs	










Notes:

			Recommended study time	Done
Study session	Module 5—Accounting for property, plant and equipment			
—		Audio: Chapter overview—Module 5	5 mins	
—		Study guide—Before you begin	30 mins	
1		Study guide—Capital and revenue expenditure	1 hr	
2		Study guide—IAS 16 <i>Property, Plant and Equipment</i>	1 hr	
3		Study guide—Depreciation accounting	1 hr 20 mins	
4		Study guide—Depreciation: the accounting entries	3 hrs 20 mins	
5		Study guide—Revaluation of property, plant and equipment	1 hr 50 mins	
6		Study guide—Disposal of property, plant and equipment	2 hrs 15 mins	
—		Study guide—Quick revision questions	40 mins	
			Total	12 hrs
















Notes:

			Recommended study time	Done
Study session	Module 6—Internal control and reconciliations			
—		Audio: Chapter overview—Module 6	5 mins	
—		Study guide—Before you begin	45 mins	
1		Study guide—What are control accounts?	1 hr 45 mins	
2		Study guide—The operation of control accounts	2 hrs 15 mins	
3		Study guide—The purpose of control accounts	1 hr 45 mins	
4		Study guide—Petty cash	1 hr 45 mins	
5		Study guide—The imprest system	1 hr 20 mins	
—		Study guide—Quick revision questions 1	40 mins	
6		Study guide—Bank statement and cash at bank account	1 hr	
7		Study guide—The bank reconciliation	1 hr 45 mins	
8		Study guide—Worked examples	4.5 hrs	
—		Study guide—Quick revision questions 2	25 mins	
Total			18 hrs	

Notes:

			Recommended study time	Done
Study session	Module 7—Prepare and present financial statements			
—		Audio: Chapter overview—Module 7	5 mins	
—		Study guide—Before you begin	50 mins	
1		Study guide—Closing the ledger accounts	30 mins	
2		Study guide—The statement of profit or loss	50 mins	
3		Study guide—The statement of financial position	1 hr	
4		Study guide—Balancing accounts and preparing financial statements	50 mins	
5		Study guide—Preparation of financial statements	3 hrs 20 mins	
6		Study guide—Using an adjusted trial balance to prepare financial statements	3 hrs 20 mins	
—		Study guide—Quick revision questions	1 hr 15 mins	
Total			12 hrs	

Notes:

			Recommended study time	Done
Study session	Exam preparation—Revision			
—		Scheduling your exam appointment	10 mins	
1		Study guide—Revise Module 1	1 hr	
—		Study guide—Revision questions for Module 1	20 mins	
2		Study guide—Revise Module 2	3 hrs	
—		Study guide—Revision questions for Module 2	1 hr	
3		Study guide—Revise Modules 3, 4 and 5	2.5 hrs	
—		Study guide—Revision questions for Modules 3, 4 and 5	45 mins	
4		Study guide—Revise Modules 6 and 7	2.5 hrs	
—		Study guide—Revision questions for Modules 6 and 7	45 mins	
—		What to expect on the day of your exam	5 mins	
—		Video: What to expect on the day of your exam	5 mins	
—		Pearson VUE On-screen calculator	5 mins	
—		On-screen exam tools	5 mins	
—		Exam tutorial	30 mins	
—		Accessing and understanding your results	10 mins	
Total			13 hrs	

Notes:

Suggested study schedule by weeks

Six weeks

Module	Total hours	Suggested weeks
1 Understand the purpose of accounting	18	Week 1
2 The accounting system and double entry	42	Week 1–4
3 Accrual accounting	12	Week 4
4 Accounting for inventories	6	Week 4
5 Accounting for property, plant and equipment	12	Week 4, 5
6 Internal control and reconciliations	18	Week 5, 6
7 Prepare and present financial statements	12	Week 6

12 weeks

Module	Total hours	Suggested weeks
1 Understand the purpose of accounting	18	Week 1, 2
2 The accounting system and double entry	42	Week 2–7
3 Accrual accounting	12	Week 7, 8
4 Accounting for inventories	6	Week 8
5 Accounting for property, plant and equipment	12	Week 8, 9, 10
6 Internal control and reconciliations	18	Week 10, 11
7 Prepare and present financial statements	12	Week 11, 12

24 weeks

Module	Total hours	Suggested weeks
1 Understand the purpose of accounting	18	Weeks 1–4
2 The accounting system and double entry	42	Weeks 4–13
3 Accrual accounting	12	Weeks 13–15
4 Accounting for inventories	6	Weeks 15–16
5 Accounting for property, plant and equipment	12	Weeks 16–19
6 Internal control and reconciliations	18	Weeks 19–22
7 Prepare and present financial statements	12	Weeks 22–24

52 weeks

Module	Total hours	Suggested weeks
1 Understand the purpose of accounting	18	Weeks 1–8
2 The accounting system and double entry	42	Weeks 8–27
3 Accrual accounting	12	Weeks 27–32
4 Accounting for inventories	6	Weeks 32–34
5 Accounting for property, plant and equipment	12	Weeks 34–40
6 Internal control and reconciliations	18	Weeks 40–47
7 Prepare and present financial statements	12	Weeks 47–52