



Accounting
Technicians
Ireland

ATI ONLINE

PROGRAMME FOR
ACCOUNTING TECHNICIANS

TIMETABLE YEAR 1
2021/22



Accounting Technicians Ireland Year 1 Certificate

Notes:- All teaching is 'synchronous' - the instructor and students are present at the same time.

Contact Hours				
	FA	TXR/TXN	BM	BLR/BLN
Induction	1	1	1	1
Online or In person classes	39	39	39	39
Weekend Lecture Series (ATI)	18	18	9	
Spreadsheet methods	10			
Mock exam feedback	1	1	1	1
	69	59	50	41

Online Live Classes (via Zoom)

26 sessions x 1.5 hrs per session for each of FA (Mondays), BLROI/BLNI (Mondays), TXR/TXN (Wednesdays), BM (Wednesdays).

Weekend Lecture Series (via Zoom)

6 sessions x 3 hrs per session for each of FA and TXR/TXN (each lecture series is scheduled within the timetable).

3 sessions x 3 hrs per session for BM (each lecture series is scheduled within the timetable).

Spreadsheet Methods (via Zoom) is on alternate Wednesdays (5.30pm - 7.00pm and Saturdays (09:30am - 11:00am) - please see schedule in the timetable

6 sessions x 1.5 hours per session.

1 session x 1 hour.

Formative Assessment

2 Formative assessments will take place between November and February. Dates will be issued by the tutors.

MOCK EXAMS

Scheduled for the weekend of the 26th - 27th March and the 9th - 10th April.

Accounting Technicians Ireland Online Programme. Academic Year 2021 - 2022 Timetable									
Week Commencing	Week	Activity	FA	Bus Law ROI	Bus Law NI	Spreadsheet Methods (IACT)	TXR	TXN	BM
		Class Time	Monday 6:15 - 7:45	Monday 8:00 - 9:30	Monday 8:00 - 9:30	Tues 5:30pm - 7:00pm and alternative Sat 09:30am - 11:00am	Wednesday 6:15 - 7:45	Wednesday 6:15 - 7:45	Wednesday 8:00 - 9:30
20/9/2021	0	Induction Tuesday 21st September 6:30 - 8:30							
27/9/2021	1	Online Zoom Class	Content and scope of financial accounting	RoI Legal System - Sources of Law	The Northern Ireland Legal System - Sources of Law	Introduction to MS Excel (generic features) (1 of 7) Tues 28th Sept - 5:30pm - 7:00pm	The Irish taxation system, Overview of income tax schedules and cases	Administration and Procedures	Business organisations and organisational designs
4/10/2021	2	Online Zoom Class	Introduction to double-entry bookkeeping (DEBK), accounting journals	RoI Legal System Civil law/Criminal law/Courts	N Ireland Legal System Civil law/Criminal law/ Courts	Introduction to MS Excel (generic features) (2 of 7) Sat 9th Oct from 09:30am - 11:00am	Introduction to income tax computations	HMRC Enquiries, administration of the Self Assessment system incl. Making Tax Digital	Stakeholders in business organisations
11/10/2021	3	Online Zoom Class	Accounting for cash transactions, credit transactions, settlement discounts	Law of Contract	Law of Contract	Introduction to MS Excel(generic features) (3 of 7) Tues 12th Oct - 5:30pm - 7:00pm	Assessable employment income (including benefits in kind)	Introduction to Income Tax, savings income, dividend income ,exempt income	Typical functions in business organisations
18/10/2021	4	Online Zoom Class	Accounting for capital expenditure and revenue expenditure	Law of Contract	Law of Contract	Introduction to MS Excel (generic features) (4 of 7) Tues 19th Oct - 5:30pm - 7:00pm	PAYE (including administration)	Personal allowances and Rates of Tax	Typical functions in business organisations
Year 1 - Live Online Weekend Lecture Seminar 1									
Sat 23/10/2021		Live Online Lecture (ATI)	N/A	N/A	N/A		Taxation ROI Sat 23rd Oct: 10:00am – 1:00pm	Taxation ROI Sat 23rd Oct: 10:00am – 1:00pm	Business Management Sat 23rd Oct 2:00pm – 5:00pm
Sun 24/10/2021		Live Online Lecture (ATI)	Financial Accounting Sun 24th Oct: 10:00am - 1:00pm	N/A	N/A		N/A	N/A	N/A
25/10/2021	Mid-Term Break from 25th October - 29th October								
1/11/2021	5	Online Zoom Class	Ledger accounts, extraction of trial balance	Employment Law	Employment Law	Introduction to MS Excel (generic features) (5 of 7) Tues 2nd Nov from 5:30pm to 7:00pm	PRSI (Class A and Class S)/Universal Social Charge (USC)	Extension of Basic Rate band	Typical functions in business organisations
8/11/2021	6	Online Zoom Class	Introduction to preparation of financial statements of a sole trader	Employment Law	Employment Law	Introduction to MS Excel (generic features) (7 of 7) Sat 13th Nov - 9:30 am - 11: am	Payroll calculations	Income from Employment	Leadership and management
15/11/2021	7	Online Zoom Class	Inventories	Consumer Law	Consumer Law		Assessable investment income	Income from Employment Benefits in Kind	Leadership styles

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22/11/2021	8	Online Zoom Class	Irrecoverable debts	Law of Tort	Law of Tort	Mock Assessment and Revisions Tues 23rd Nov 05:30pm to 7:00 pm	Income tax computations	Introduction to income tax computations	Change management
Year 1 - Live Online Weekend Lecture Seminar 2									
Sat 27/11/2021	Live Online Lecture (ATI)		Financial Accounting Sat 27th Nov: 10:00am - 1:00pm	N/A	N/A		Taxation ROI Sat 27th Nov: 2:00pm - 5:00pm	Taxation NI Sat 27th Nov: 2:00pm - 5:00pm	N/A
29/11/2021	9	Online Zoom Class	Accruals and prepayments	Law of Tort	Law of Tort		Tax bands and non-refundable tax credits	Rental Income	Individuals and groups
4/12/2021	Online Exam					Spreadsheet Method Exam 04th Dec - Morning			
6/12/2021	10	Online Zoom Class	Accruals and prepayments	Data Protection Law	Data Protection Law		Refundable tax credits, charges, allowances	Income from Self-employment, badges of trade and adjusted profits computations	Groups and teams
13/12/2021	11	Online Zoom Class	Non-current assets, depreciation and disposals	Data Protection Law	Data Protection Law		Refundable tax credits, charges, allowances	Adjusted profits - principles of adjustment	Motivation
20/12/2021	12	Online Zoom Class	Non-current assets, depreciation and disposals	Law of Agency	Law of Agency		Married couples/civil partnerships	Adjusted profits computations	Reward systems in modern business organisations
27/12/2021	CHRISTMAS BREAK								
3/1/2022	CHRISTMAS BREAK								
8/1/2022	Online Exam					Spreadsheet Method Repeat Exam 8th Jan '22 - Afternoon			
10/1/2022	13	Online Zoom Class	Accounting for payroll	Partnership Law	Partnership Law		Income from self-employment (tax adjusted profits)	PAYE	Information systems and business functions

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Year 1 - Live Online Weekend Lecture Seminar 3									
Sat 15/1/2022		Live Online Lecture (ATI)	Financial Accounting Sat 15th Jan: 10:00am - 1:00pm	N/A	N/A				Business Management Sat 15th Jan: 2:00pm - 5:00pm
Sun 16/1/2022		Live Online Lecture (ATI)	N/A	N/A	N/A		Taxation ROI Sun 16th Jan: 10:00am - 1:00pm	Taxation NI Sun 16th Jan: 10:00am - 1:00pm	
17/1/2022	14	Online Zoom Class	Books of prime entry	Introduction to Company Law	Introduction to Company Law		Income from self-employment (basis of assessment)	Class 1 National Insurance Contributions	Accounting as an information system
24/1/2022	15	Online Zoom Class	Control accounts	Company Formation	Company Formation		Income from self-employment (capital allowances)	PAYE Adjustment of Tax codes	Spreadsheets, databases and accounting software packages
31/1/2022	16	Online Zoom Class	Accounting for VAT	Company Finance	Company Finance		Income from self-employment (income tax computations including Class S PRSI)	PAYE Employers obligations	Evolution of accounting systems to cloud computing
7/2/2022	17	Online Zoom Class	Bank reconciliations	Company Finance	Company Finance		Income tax computations	PAYE Comprehensive examples	Artificial intelligence, big data, analytics
14/2/2022	18	Online Zoom Class	Types of business entities, regulatory framework, ethics in accounting	Company Management - Directors	Company Management - Directors		Principles of VAT	PAYE Narrative style questions	Blockchain and distributed ledgers
Year 1 - Live Online Weekend Lecture Seminar 4									
Sat 19/2/2022		Live Online Lecture (ATI)	Financial Accounting Sat 19th Feb: 10:00am - 1:00pm	N/A	N/A		Taxation ROI Sat 19th Feb: 2:00pm - 5:00pm	Taxation NI Sat 19th Feb: 2:00pm - 5:00pm	N/A
Mid Term Break - 21st Feb - 25th Feb 2022									
28/2/2022	19	Online Zoom Class	Preparation of financial statements of a sole trader	Company Management - Company Secretary & Auditors	Company Management - Company Secretary & Auditors		VAT administration	VAT General principles	Security consequences of technological developments
7/3/2022	20	Online Zoom Class	Preparation of financial statements of a partnership	Corporate Offences	Corporate Offences		VAT calculations	VAT An introduction	Disruptive impact of information technologies

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Year 1 - Live Online Weekend Lecture Seminar 5									
Sat 12/3/2022		Live Online Lecture (ATI)	Financial Accounting Sat 12th Mar: 10:00am - 1:00pm						Business Management Sat 12th Mar: 2:00pm - 5:00pm
Sun 13/3/2022		Live Online Lecture (ATI)					Taxation ROI Sun 13th Mar: 10:00am - 1:00pm	Taxation NI Sun 13th Mar: 10:00am - 1:00pm	
14/3/2022	21	Online Zoom Class	Limited liability companies	Company Meetings	Company Meetings		VAT calculations	VAT returns and calculations	The changing role of the accounting professional
14/3/2022	22	Online Zoom Class	Preparation of financial statements of a limited liability company	Company Conclusion & Administration	Company Conclusion & Administration		Administration of the self-assessment system (including ROS), Ethics and taxation	VAT Special schemes	Corporate governance
26/27th March		Mock Exam Weekend	N/A	Business Law ROI Mock Exam	Business Law NI Mock Exam	N/A	Taxation ROI Mock Exam	Taxation NI Mock Exam	N/A
28/3/2022	23	Online Zoom Class	Correction of errors/suspense accounts	Company Conclusion & Administration	Company Conclusion & Administration		Withholding taxes	VAT administration incl. interest and penalties	Corporate governance
Year 1 - Live Online Weekend Lecture Seminar 6									
Sat 02/4/2022		Live Online Lecture (ATI)	Financial Accounting Sat 2nd April: 10:00am - 1:00pm				Taxation ROI Sat 2nd Apr: 2:00pm - 5:00pm	Taxation NI Sat 2nd Apr: 2:00pm - 5:00pm	
4/4/2022	24	Online Zoom Class	Correction of errors/suspense accounts	Revision	Revision		Revision	Construction Industry scheme	Social responsibility
09/10th April		Mock Exam Weekend	Financial Accounting Mock Exam	N/A	N/A	N/A	N/A	N/A	Business Management Mock Exam
11/4/2022	25	Online Zoom Class	Not for profit entities	Revision	Revision		Revision	Revision of Income Tax	Professional Ethics
18/4/2022		EASTER BREAK - 18th - 23rd April 2022							
25/4/2022	26	Online Zoom Class	Preparation of financial statements of a not for profit entity	Revision	Revision		Revision	Revision of PAYE	Professional Ethics
2/5/2022	27		Fundamentals	Fundamentals	Fundamentals		Fundamentals	Fundamentals	Fundamentals
9/5/2022	28		Advanced	Advanced	Advanced		Advanced	Advanced	Advanced
16/5/2022	29		Advanced	Advanced	Advanced		Advanced	Advanced	Advanced

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23/5/2022	30	STUDY WEEK							
30/5/2022		EXAM WEEK 30th May 2022							
6/6/2022		EXAM WEEK 6th June 2022							