



Accounting
Technicians
Ireland

ATI ONLINE

PROGRAMME FOR
ACCOUNTING TECHNICIANS

TIMETABLE YEAR 1
2022



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	BM	BLR
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 (Tuesday), TX and BL (Thursday), BM (Tuesday).

Weekend Lecture Series (Pre recorded)

6 sessions x 3 hrs per session for each of FA and TXR (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 Mondays (5.30pm – 7.00pm) and Saturdays (11.30am – 1.00pm) – please see schedule in the timetable 6 sessions x 1.5 hours per session.

1 session x 1 hour.

The Spreadsheet exam is 1 hour with 30minutes to upload the paper at the exam -please see schedule in timetable

Formative Assessment

2 Formative assessments will take place between March and June.

MOCK EXAMS

Scheduled for the weekend of the 25th – 26th June and the 2nd – 3rd July.

Accounting Technicians Ireland – Year 1 Certificate Teaching Scheme : 2022 Academic Year								
Week Commencing	Week	Activity	FA Tuesday 6.15pm to 7.45pm	Spreadsheet Methods (IACT) Mon 5.30pm – 7.00pm and alternative Sat 11.30am – 1.00pm	TXR Thursday 6.15pm to 7.45pm	BM Tuesday 8.00pm to 9.30pm	Bus Law ROI Thursday 8.00pm to 9.30pm	
04/01/2022	0		Induction Session – Tuesday 4th Jan 2022 from 6.30pm to 8.30pm					
10/01/2022	1	Online or In Person Class	Content and scope of financial accounting	Introduction to MS Excel (generic features) (1 of 7) Mon 10th Jan: 5.30pm – 7.00pm	The Irish taxation system, Overview of income tax schedules and cases	Business organisations and organisational designs	RoI Legal System – Sources of Law	
17/01/2022	2	Online or In Person Class	Introduction to double-entry bookkeeping (DEBK), accounting journals	Introduction to MS Excel (generic features) (2 of 7) Sat 22nd Jan: 11.30am – 1.00pm	Introduction to income tax computations	Stakeholders in business organisations	RoI Legal System Civil law/ Criminal law/Courts	
24/01/2022	3	Online or In Person Class	Accounting for cash transactions, credit transactions, settlement discounts	Introduction to MS Excel (generic features) (3 of 7) Mon 24th Jan: 5.30pm – 7.00pm	Assessable employment income (including benefits in kind)	Typical functions in business organisations	Law of Contract	
31/01/2022	4	Online or In Person Class	Accounting for capital expenditure and revenue expenditure	Introduction to MS Excel (generic features) (4 of 7) Sat 5th Feb: 11.30am – 1.00pm	PAYE (including administration)	Typical functions in business organisations	Law of Contract	
05/02/2022	Release of Year 1 Recorded Lecture Seminars (Series 1) for FA/Tax ROI and BM							
07/02/2022	Reading Week (No Classes) (07 – 11th Feb 2022)							
14/02/2022	5	Online or In Person Class	Ledger accounts, extraction of trial balance	Introduction to MS Excel (generic features) (5 of 7) Mon 14th Feb: 5.30pm – 7.00pm	PRSI (Class A and Class S)/ Universal Social Charge (USC)	Typical functions in business organisations	Employment Law	
21/02/2022	6	Online or In Person Class	Introduction to preparation of financial statements of a sole trader		Payroll calculations	Leadership and management	Employment Law	
28/02/2022	7	Online or In Person Class	Inventories	More MS Functions (6 of 7) Sat 5th March: 11.30am – 1.00pm	Assessable investment income	Leadership styles	Consumer Law	
07/03/2022	8	Online or In Person Class	Irrecoverable debts	Recap & Revision Mon 7th March: 5.30pm – 7.00pm	Income tax computations	Change management	Law of Tort	
12/03/2022	Release of Year 1 Recorded Lecture Seminars (Series 2) for FA / Tax ROI							
14/03/2022	9	Online or In Person Class	Accruals and prepayments	Spreadsheet Method Exam 19th March 10:00am - 11:30am	Tax bands and non-refundable tax credits <i>Due to St. Patricks Day on Thursday, TX will be taking place on Wednesday 16th March from 8.00pm to 9.30pm</i>	Individuals and groups	Law of Tort <i>Due to St. Patricks Day on Thursday, BL will be taking place on Wednesday 16th March from 6.15pm to 7.45pm</i>	
21/03/2022	10	Online or In Person Class	Accruals and prepayments		Refundable tax credits, charges, allowances	Groups and teams	Data Protection Law	

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28/03/2022	11	Online or In Person Class	Non-current assets, depreciation and disposals		Refundable tax credits, charges, allowances	Motivation	Data Protection Law
04/04/2022	12	Online or In Person Class	Non-current assets, depreciation and disposals	Spreadsheet Method Repeat Exam 9th April: 2:00pm - 3:30pm	Married couples/civil partnerships	Reward systems in modern business organisations	Law of Agency
09/04/2022	Release of Year 1 Recorded Lecture Seminars (Series 3) for FA, TX ROI and BM						
11/04/2022	13	Online or In Person Class	Accounting for payroll		Income from self-employment (tax adjusted profits)	Information systems and business functions	Partnership Law
18/04/2022	EASTER BREAK: 18th – 23rd April 2022						
25/04/2022	14	Online or In Person Class	Books of prime entry		Income from self-employment (basis of assessment)	Accounting as an information system	Introduction to Company Law
02/05/2022	15	Online or In Person Class	Control accounts		Income from self-employment (capital allowances)	Spreadsheets, databases and accounting software packages	Company Formation
09/05/2022	16	Online or In Person Class	Accounting for VAT		Income from self-employment (income tax computations including Class S PRSI)	Evolution of accounting systems to cloud computing	Company Finance
16/05/2022	17	Online or In Person Class	Bank reconciliations		Income tax computations	Artificial intelligence, big data, analytics	Company Finance
23/05/2022	18	Online or In Person Class	Types of business entities, regulatory framework, ethics in accounting		Principles of VAT	Blockchain and distributed ledgers	Company Management – Directors
28/05/2022	Release of Year 1 Recorded Lecture Seminars (Series 4) for FA / Tax ROI						
30/05/2022	19	Online or In Person Class	Preparation of financial statements of a sole trader		VAT administration	Security consequences of technological developments	Company Management – Company Secretary & Auditors
06/06/2022	20	Online or In Person Class	Preparation of financial statements of a partnership		VAT calculations	Disruptive impact of information technologies	Corporate Offences
13/06/2022	21	Online or In Person Class	Limited liability companies		VAT calculations	The changing role of the accounting professional	Company Meetings
18/06/2022	Release of Year 1 Recorded Lecture Seminars (Series 5) for FA / Tax ROI and BM						
20/06/2022	22	Online or In Person Class	Preparation of financial statements of a limited liability company		Administration of the self-assessment system (including ROS), Ethics and taxation	Corporate governance	Company Conclusion & Administration

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25/06/2022		Mock Exam – 10.00am to 1.00pm	Financial Accounting		N/A	N/A	N/A
26/06/2022		Mock Exam – 10.00am to 1.00pm	N/A		N/A	Business Management	N/A
27/06/2022	23	Online or In Person Class	Correction of errors/suspense accounts		Withholding taxes	Corporate governance	Company Conclusion & Administration
02/07/2022		Mock Exam – 10.00am to 1.00pm	N/A		Taxation	N/A	N/A
03/07/2022		Mock Exam – 10.00am to 1.00pm	N/A		N/A	N/A	Business Law
04/07/2022	24	Online or In Person Class	Correction of errors/suspense accounts		Revision	Social responsibility	Revision
09/07/2022	Release of Year 1 Recorded Lecture Seminars (Series 6) for FA / Tax ROI						
11/07/2022	25		Not for profit entities		Revision	Professional Ethics	Revision
18/07/2022	26		Preparation of financial statements of a not for profit entity		Revision	Professional Ethics	Revision
25/07/2022	27	STUDY WEEK					
01/08/2022	28						
08/08/2022	29						
15/08/2022	30	EXAM WEEK					