



Accounting
Technicians
Ireland

ATI ONLINE

PROGRAMME FOR
ACCOUNTING TECHNICIANS

TIMETABLE YEAR 2
2021/22



Note: All teaching is synchronous this means that the instructor and students are in the same place at the same time.

Online (Zoom) Classes

26 sessions x 1.5 hrs per session for each of Advanced Financial Accounting (AFA) on Monday, Advanced Taxation (ROI) (ATXR) / Advanced Taxation (NI) (ATXN) on Monday and Management Accounting (MA) on Wednesday, and Financial Data Management (FDM) on Wednesday.

Contact Hours for September Intake			
Activity	AFA	ATXR / ATXN	MA
Induction	1	1	1
Weekend Lecture Series	18	18	9
In person or online classes	40	40	40
Mock exam feedback	1	1	1
	60	60	51

Financial Data Management (FDM)	Sessions	Duration (hours)	Total
Induction	1	1.0	1.00
Information technologies for FDM	7	1.5	10.50
Adv MS Excel	7	1.5	10.50
Accounting/payroll software – pre-recordings	9	0.5	4.50
Accounting/payroll software – live tutorials	9	1.5	13.50
Case study scenarios – pre-recordings (cases 1 to 8)	8	0.5	4.00
Case study scenarios – pre-recording (recap)	1	1.0	1.00
Case study scenarios – live tutorials	10	1.5	15.00
			60.00

Online Weekend Lecture Series (ATI) – to ensure core hours under the new syllabus are covered across all programmes and, in particular, part-time delivery.
AFA / ATXR / ATXN – 18hrs and MA – 9hrs.

Adv. MS Excel is on alternate Thursday (5.30pm - 7.00pm) and Saturdays (11.30am - 1:00pm) - please see schedule in timetable.

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

Mock schedule: Mock exams will take place over the weekend of the 26th/27th March and the 9th/10th April 2022.

Induction - Thursday 23rd September - 6:30 to 8:30											
Week Commencing	Week	Activity	AFA Monday (6:15pm - 7:45pm)	ATXR Monday (8:00pm- 9:30pm)	ATXN Monday (8:00pm- 9:30pm)	MA Wednesday (8:00pm- 9:30pm)	Financial Data Management				
							Information technologies (1.50 hrs)	MS Excel (IACT) Thurs 5:30pm – 7:00pm and alternative Sat 11:30am – 1:00pm	Accounting and payroll software – recordings released on the Friday before tutorial class	Accounting and payroll software – tutorials Wednesday (6:15pm- 7:30pm)	Multi-disciplinary scenarios – recordings released on the Friday before tutorial class
27/09/2021	1	Online Zoom Class	Legislation and regulation in financial accounting	The taxation system	Administration and procedures	Introduction to management accounting	Evolving technological environment for accounting professionals	Year 1 Revision and Advanced Formatting Thur 30th Sept: 5.30pm – 7:00pm			
04/10/2021	2	Online Zoom Class	Accounting concepts, conventions, and fundamentals	Income tax computations, tax credits, allowances and reliefs	Income tax computations, rate band system and allowances	Classifying and analysing costs	Big data – nature and characteristics, opportunities and threats	Working with Charts Sat 9th Oct: 11:30am – 1:00pm			
11/10/2021	3	Online Zoom Class	Preparation of financial statements (limited companies)	Schedule E income (including expenses and BIKs), PRSI/USC for employees	Assessable savings, dividend, tax relief on certain payments and gifts and loss relief	Labour costs	Data analytics for accounting professionals, opportunities and threats	Formula: SUMIF, SUMIFS, COUNTIF, IF, IFS Thur 14th Oct: 5:30pm – 7:00pm			
18/10/2021	4	Online Zoom Class	Accounting for inventories, accounting for irrecoverable and doubtful debts	Assessable Sch D Case III, IV, V income, Schedule F income	Assessable employment income (including benefits in kind), NIC for employees	Materials-related administration, managing inventories	Data visualisation – techniques	Publish and Protect Workbooks, Tables, Offset functions Thur 20th Oct: 5.30pm – 7:00pm			
Year 2 – Live Online Weekend Lecture Seminar 1											
Sat 23/10/2021	Weekend Online Live Lecture (ATI)		Adv. Financial Accounting Sat 23rd Oct: 10:00am - 1:00pm	Adv Tax ROI Sun 24th Oct: 10:00am - 1:00pm	Adv Tax NI Sun 24th Oct: 10:00am - 1:00pm	Management Accounting Sat 23rd Oct: 2:00pm - 5:00pm					
Sun 24/10/2021											
25/10/2021	25th - 29th Oct Mid-Term Break										
01/11/2021	5	Online Zoom Class	Property, plant and equipment	Taxation of married couples/civil partnerships	Assessable employment income (including benefits in kind), NIC for employees	Valuing inventories	Data visualisation – opportunities and threats	Pivot tables and charts Thur 4th Nov: 5.30pm – 7:00pm			

Week Commencing	Week	Activity	AFA Monday (6:15pm - 7:45pm)	ATXR Monday (8:00 pm- 9:30pm)	ATXN Monday (8:00 pm- 9:30pm)	MA Wednesday (8:00 pm- 9:30pm)	Financial Data Management						
							Information technologies (1.50 hrs)	MS Excel (IACT) Thurs 5:30pm – 7:00pm and alternative Sat 11:30am – 1:00pm	Accounting and payroll software – recordings released on the Friday before tutorial class	Accounting and payroll software – tutorials Wednesday (6:15pm - 7:30pm)	Multi-disciplinary scenarios – recordings released on the Friday before tutorial class	Multi-disciplinary scenarios – tutorials Wednesday (6:15pm - 7:30pm)	
08/11/2021	6	Online Zoom Class	Accounting for leases	Taxation of married couples/ civil partnerships	Assessable employment income (including benefits in kind), NIC for employees	Valuing inventories	Ethical issues arising from big data, data visualisation, and analytics	Lookups, Index, Match Sat 13th Nov: 11:30am – 1:00pm					
15/11/2021	7	Online Zoom Class	Accounting for government grants	Assessable Sch D Cases I and II, PRSI/USC for self-employed	Assessable income from self-employment, NIC for self-employed	Traditional approach to overheads	The evolving role of the accounting professional		Release pre-recording 1 - the chart of accounts				
22/11/2021	8	Online Zoom Class	Ratio analysis - an introduction (purpose, formulas, limitations)	Assessable Sch D Cases I and II, PRSI/USC for self-employed	Basis periods	Activity-based approach to overheads		Mock assessment and revision Thur 25th Nov: 5:30pm – 7:00pm	Release pre-recording 2 - the customers module	Tutorial 1 - Accounting in a computerised environment			
Year 2 – Live Online Weekend Lecture Seminar 2													
Sat 27/11/2021	Weekend Online Live Lecture (ATI)		Adv. Financial Accounting Sat 27th Nov: 10:00am - 1:00pm	Adv. Tax ROI Sat 27th Nov: 2:00pm - 5:00pm	Adv. Tax NI Sat 27th Nov: 2:00pm - 5:00pm								
29/11/2021	9	Online Zoom Class	Application of ratios, scenario analysis, decision-making	Capital allowances	Capital allowances	Comparison of traditional and activity-based approaches		Adv Excel Exam 4th Dec 2021 Afternoon	Release pre-recording 3 - the suppliers module	Tutorial 2 - Recording customer transactions: invoices, receipts, bad debts, discounts			
06/12/2021	10	Online Zoom Class	Provisions and contingencies, events after the reporting period	Capital allowances	Capital allowances	Marginal v Absorption costing			Release pre-recording 4 - the general ledger I	Tutorial 3 - Recording supplier transactions: invoices, payments, discounts			

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							Information technologies (1.50 hrs)	MS Excel (IACT) Thurs 5:30pm – 7:00pm and alternative Sat 11:30am – 1:00pm	Accounting and payroll software – recordings released on the Friday before tutorial class	Accounting and payroll software – tutorials Wednesday (6:15pm- 7:45pm)	Multi-disciplinary scenarios – recordings released on the Friday before tutorial class
13/12/2021	11	Online Zoom Class	Accounting policies, estimates, and errors	Trade losses, rental losses	Capital gains tax – administration and basic computations	Marginal v Absorption costing			Release pre-recording 5 - the general ledger II	Tutorial 4 - Recording period end adjustments: accruals and prepayments, taxation	
20/12/2021	12	Online Zoom Class	Financial statements for a limited company (taxation, capital structure, shares and dividends)	Capital gains tax – administration and basic computations	Capital gains tax – part disposals, share transactions	Cost-Volume-Profit analysis single product			Release pre-recording 6 - the bank module	Tutorial 5 - Recording period end adjustments: depreciation, taxation	
27/12/2021 03/01/2022	27th Dec 2021 - 7th Jan 2022 Christmas Break										
10/01/2022	13	Online Zoom Class	Statement of cash flows - introduction (objective, cash and cash equivalents, layout)	Capital gains tax – part disposals, share transactions	Capital gains tax – chattels, principal private residence relief, capital losses	Cost-Volume-Profit analysis Multi product		Repeat Adv Excel Exam 8th Jan 2022 Morning	Release pre-recording 7 - payroll	Tutorial 6 - Bank entries and performing a bank reconciliation	
Year 2 – Live Online Weekend Lecture Seminar 3											
Sat 15/01/2022	Weekend Online Live Lecture (ATI)		Adv. Financial Accounting Sat 15th Jan: 10:00am - 1:00pm	Adv Tax ROI Sun 16th Jan: 10:00am -1:00pm	Adv Tax NI Sun 16th Jan: 10:00am -1:00pm	Management Accounting Sat 15th Jan: 2:00pm - 5:00pm					
Sun 16/01/2022											
17/01/2022	14	Online or In Person Class	Preparation of statement of cash flows (fundamentals)	Capital gains tax – chattels, principal private residence relief, capital losses	Capital gains tax – transactions between spouses, business assets disposal relief	Cost measurement systems, Job Costing, Batch costing			Release pre-recording 8 - report generation I	Tutorial 7 - Computerised payroll systems	
24/01/2022	15	Online Zoom Class	Preparation of statement of cash flows (advanced)	Capital gains tax – transactions between spouses, entrepreneur relief	Capital gains tax – advanced computations	Process costing			Release pre-recording 9 - report generation II	Tutorial 8 - VAT accounting and VAT reports, reporting the financial statements	

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							Information technologies (1.50 hrs)	MS Excel (IACT) Thurs 5:30pm – 7:00pm and alternative Sat 11:30am – 1:00pm	Accounting and payroll software – recordings released on the Friday before tutorial class	Accounting and payroll software – tutorials Wednesday (6:15pm - 7:30pm)	Multi-disciplinary scenarios – recordings released on the Friday before tutorial class	Multi-disciplinary scenarios – tutorials Wednesday (6:15pm - 7:30pm)
31/01/2022	16	Online Zoom Class	Accounting for partnerships - advanced	Capital gains tax – advanced computations	Corporation tax – basic computations	Relevant costing, special price decisions, product continuation/discontinuation				Tutorial 9 - Reconciling balance sheet accounts and confirming financial statements	Release case study 1 pre-recording	
07/02/2022	17	Online Zoom Class	Manufacturing accounts	Corporation tax – basic computations	Corporation tax – loss relief and capital allowances	Make or buy decisions, limiting factor decisions					Release case study 2 pre-recording	Case study 1 - preparation of financial statements
14/02/2022	18	Online Zoom Class	Audit, control systems and ethical considerations	Corporation tax – chargeable gains and close companies	Corporation tax – chargeable gains and close companies	Make or buy decisions, limiting factor decisions					Release case study 3 pre-recording	Case study 2 - finalisation of a trial balance
Year 2 – Live Online Weekend Lecture Seminar 4												
Sat 19/02/2022	Weekend Online Live Lecture (ATI)	Adv. Financial Accounting 19th Feb: 10:00am - 1:00pm	Adv. Tax ROI 19th Feb: 2:00pm - 5:00pm	Adv. Tax NI 19th Feb: 2:00pm - 5:00pm								
21/02/2022	21st – 25th Feb 2022 – Mid-Term Break											
28/02/2022	19	Online Zoom Class	Partnership accounting	Corporation tax – loss relief	Corporation tax – close companies	Operational Budgets & Budgeted Income statements					Release case study 4 pre-recording	Case study 3 - valuation of inventories
07/03/2022	20	Online Zoom Class	Limited company financial statements (advanced accounting and journal adjustments I)	Corporation tax – administration	Corporation tax – administration	Cash & Budgets					Release case study 5 pre-recording	Case study 4 - receivables correction and reconciliation
Year 2 – Live Online Weekend Lecture Seminar 5												
Sat 12/03/2022	Weekend Online Live Lecture (ATI)	Adv. Financial Accounting Sat 12th Mar: 10:00am - 1:00pm	Adv. Tax ROI Sun 13th Mar: 10:00am -1:00pm	Adv. Tax NI Sun 13th Mar: 10:00am -1:00pm	Management Accounting Sat 12th Mar: 2:00pm - 5:00pm							
Sun 13/03/2022												

Week Commencing	Week	Activity	AFA Monday (6:15pm - 7:45pm)	ATXR Monday (8:00pm-9:30pm)	ATXN Monday (8:00pm-9:30pm)	MA Wednesday (8:00pm-9:30pm)	Financial Data Management						
							Information technologies (1.50 hrs)	MS Excel (IACT) Thurs 5:30pm - 7:00pm and alternative Sat 11:30am - 1:00pm	Accounting and payroll software - recordings released on the Friday before tutorial class	Accounting and payroll software - tutorials Wednesday (6:15pm - 7:30pm)	Multi-disciplinary scenarios - recordings released on the Friday before tutorial class	Multi-disciplinary scenarios - tutorials Wednesday (6:15pm - 7:30pm)	
14/03/2022	21	Online Zoom Class	Limited company financial statements (advanced accounting and journal adjustments II)	Corporation tax – advanced computations	VAT – general principles, charge to VAT, place of supply, VAT amount, taxable amount, input credits	Flexible Budgets, Limitations of Budgeting						Release case study 6 pre-recording	Case study 5 - quarterly budgets
21/03/2022	22	Online Zoom Class	Preparing the financial statements (SOCI/ SOCE/SOFP) – introductory	VAT – general principles, charge to VAT, place of supply, VAT amount, taxable amount, input credits	VAT – transactions with EU and non-EU jurisdictions	Introduction to standard costings						Release case study 7 pre-recording	Case study 6 - aged analysis of receivables
26/03/2022 and 27/03/2022		Mock Exam Weekend		Adv Tax ROI Mock Exam	Adv Tax NI Mock Exam	MA Mock Exam							
28/03/2022	23	Online Zoom Class	Preparation of financial statements (SOCI/ SOCE/SOFP) – advanced	VAT – administration, methods of accounting for VAT, transactions with EU and non-EU jurisdictions	VAT – administration, methods of accounting for VAT	Cost variances						Release case study 8 pre-recording	Case study 7 - employee PAYE deductions
Year 2 – Live Online Weekend Lecture Seminar 6													
Sat 02/04/2022		Weekend Online Live Lecture (ATI)	Adv. Financial Accounting Sat 2nd Apr: 10:00am - 1:00pm	Adv. Tax ROI Sat 2nd Apr: 2:00pm - 5:00pm	Adv. Tax NI Sat 2nd Apr: 2:00pm - 5:00pm								
04/04/2022	24	Online Zoom Class	Preparation of financial statements from incomplete records	Revision of income tax and VAT	Revision of income tax and VAT	Revenue variances						Release case studies recap pre-recording	Case study 8 - analysis and interpretation of financial statements
9/04/2022 and 10/04/2022		Mock Exam Weekend	Adv. Financial Accounting Mock Exam									FDM Mock Exam	

Week Commencing	Week	Activity	AFA Monday (6:15 - 7:45)	ATXR Monday 8:00 - 9:30)	ATXN Monday (8:00 - 9:30)	MA Wednesday (8:00 - 9:30)	Financial Data Management					
							Information technologies (1.50 hrs)	MS Excel (IAC) Thurs 5:30pm - 7:00pm and alternative Sat 11:30am - 1:00pm	Accounting and payroll software - recordings released on the Friday before tutorial class	Accounting and payroll software - tutorials Wednesday (6:15 - 7:30)	Multi-disciplinary scenarios - recordings released on the Friday before tutorial class	Multi- disciplinary scenarios - tutorials Wednesday (6:15 - 7:30)
11/04/2022	25	Online Zoom Class	Preparation of statement of cash flows - advanced	Revision of corporation tax (including capital allowances)	Revision of corporation tax (including capital allowances)	Revision of selected topics						Case study revision
18/04/2022	18th - 22nd April 2022 - Easter Break											
25/04/2022	26	Online Zoom Class	Revision of selected topics	Revision of selected topics	Revision of selected topics	Revision of selected topics						Case study revision
02/05/2022	27	Revision workshops	Fundamentals									
09/05/2022	28	Revision workshops	Advanced									
16/05/2022	29	Revision workshops	Advanced									
23/05/2022	30	STUDY WEEK										
30/05/2022	31	EXAM WEEK										
06/06/2022	32	EXAM WEEK										