



Accounting
Technicians
Ireland

ATI ONLINE

PROGRAMME FOR
ACCOUNTING TECHNICIANS

TIMETABLE YEAR 2
2022



Accounting Technicians Ireland Year 2 Certificate

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 Thursday, Advanced Taxation (ROI) (ATXR) on Thursday and Management Accounting (MA) on Tuesday, and Financial Data Management (FDM) on Tuesday.

Contact Hours for January Intake			
Activity	AFA	ATXR	MA
Induction	1	1	1
Pre-Recorded 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 – Live Tutorials	7	1.5	10.50
Adv MS Excel – Live Tutorials	7	1.5	10.50
Accounting/payroll software – Live Tutorials	9	1.5	13.50
Case study scenarios – Live Tutorials	10	1.5	15.00
Accounting/payroll software – Pre-Recordings	9	0.5	4.50
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
			60.00

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

Adv. MS Excel is on alternate Wednesday (5.30pm to 7.00pm) and Saturdays (9.30am to 11.00am) – please see schedule in timetable.

Optional FDM Certification of completion task will be released on the 2nd May 2022.

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

Mock schedule: Mock exams will take place over the weekend of the 25th & 26th June and the 2nd & 3rd July 2022.

Teaching Scheme YEAR 2 : 2022 Academic Year – Diploma (Full and Part Time Delivery)											
Date Commencing	Week	Activity	Financial Data Management						MA Tuesday 8.00pm to 9.30pm	AFA Thursday 6.15pm to 7.45pm	ATXR Thursday 8.00pm to 9.30pm
			Information technologies Tuesday 6.15pm to 7.45pm	MS Excel (IACT) Alternative Wednesday 5.30pm to 7.00pm and Sat 9.30am to 11.00am	Accounting and payroll software – recordings released on the Friday before Tues class	Accounting and payroll software – tutorials Tuesday 6.15pm to 7.45pm	Multi-disciplinary scenarios – recordings released on the Friday before Tues class	Multi-disciplinary scenarios – tutorials Tuesday 6.15pm to 7.45pm			
04/01/2022	0	Induction Week – Thursday 6th Jan 6.30pm to 8.30pm									
10/01/2022	1	Online or In Person Class	Evolving technological environment for accounting professionals	Year 1 Revision and Advanced Formatting Wednesday 12th Jan 5.30pm – 7.00 pm					Introduction to management accounting	Legislation and regulation in financial accounting	The taxation system
17/01/2022	2	Online or In Person Class	Big data – nature and characteristics, opportunities and threats	Working with Charts Saturday 22nd Jan 9.30am – 11.00am					Classifying and analysing costs	Accounting concepts, conventions, and fundamentals	Income tax computations, tax credits, allowances and reliefs
24/01/2022	3	Online or In Person Class	Data analytics for accounting professionals, opportunities and threats	Formula: SUMIF, SUMIFS, COUNTIF, IF, IFS Wednesday 26th Jan 5.30pm – 7.00pm					Labour costs	Preparation of financial statements (limited companies)	Schedule E income (including expenses and BIKs), PRSI/USC for employees
31/01/2022	4	Online or In Person Class	Data visualisation – techniques	Publish and Protect Workbooks, Tables, Offset functions Saturday 5th Feb 9.30am – 11.00am					Materials-related administration, managing inventories	Accounting for inventories, accounting for irrecoverable and doubtful debts	Assessable Sch D Case III, IV, V income, Schedule F income
05/02/2022		Release of Year 2 Recorded Lecture Seminars (Series 1) for AFA/Adv. Tax ROI and MA									
07/02/2022		Reading Week (No Classes) (07 – 11th Feb 2022)									
14/02/2022	5	Online or In Person Class	Data visualisation – opportunities and threats	Pivot tables and charts Wednesday 16th Feb 5.30pm – 7.00pm					Valuing inventories	Property, plant and equipment	Taxation of married couples/civil partnerships
21/02/2022	6	Online or In Person Class	Ethical issues arising from big data, data visualisation, and analytics						Valuing inventories	Accounting for leases	Taxation of married couples/civil partnerships
28/02/2022	7	Online or In Person Class	The evolving role of the accounting professional	Lookup functions Saturday 5th March 9.30am – 11.00am	Release pre-recording 1 – the chart of accounts				Traditional approach to overheads	Accounting for government grants	Assessable Sch D Cases I and II, PRSI/USC for self-employed

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07/03/2022	8	Online or In Person Class		Recap and Revisions Wednesday 9th March 5.30pm – 7.00pm	Release pre-recording 2 – the customers module	Tutorial 1 – Accounting in a computerised environment			Activity-based approach to overheads	Ratio analysis – an introduction (purpose, formulas, limitations)	Assessable Sch D Cases I and II, PRSI/USC for self-employed
12/03/2022			Release of Year 2 Recorded Lecture Seminars (Series 2) for AFA and Adv. Tax ROI								
14/03/2021	9	Online or In Person Class		Adv Excel Exam 19th March – Morning	Release pre-recording 3 – the suppliers module	Tutorial 2 – Recording customer transactions: invoices, receipts, bad debts, discounts			Comparison of traditional and activity-based approaches	Application of ratios, scenario analysis, decision-making Class on Wed 16th from 6.15pm - 7.45pm due to St Patrick Day	Capital allowances Class on Wed 16th from 8:00pm - 9:30pm due to St Patrick Day
21/03/2022	10	Online or In Person Class			Release pre-recording 4 – the general ledger I	Tutorial 3 – Recording supplier transactions: invoices, payments, discounts			Marginal v Absorption costing	Provisions and contingencies, events after the reporting period	Capital allowances
28/03/2022	11	Online or In Person Class			Release pre-recording 5 – the general ledger II	Tutorial 4 – Recording period end adjustments: accruals and prepayments, taxation			Marginal v Absorption costing	Accounting policies, estimates, and errors	Trade losses, rental losses
04/04/2022	12	Online or In Person Class		Repeat Adv Excel Exam 9th April '22 – Afternoon	Release pre-recording 6 – the bank module	Tutorial 5 – Recording period end adjustments: depreciation, taxation			Cost-Volume- Profit analysis single product	Financial statements for a limited company (taxation, capital structure, shares and dividends)	Capital gains tax – administration and basic computations
09/04/2022			Release of Year 2 Recorded Lecture Seminars (Series 3) for AFA/Adv. Tax ROI and MA								
11/04/2022	13	Online or In Person Class			Release pre-recording 7 – payroll	Tutorial 6 – Bank entries and performing a bank reconciliation			Cost-Volume- Profit analysis Multi product	Statement of cash flows – introduction (objective, cash and cash equivalents, layout)	Capital gains tax – part disposals, share transactions
18/04/2022			EASTER BREAK (No Classes) – 18th to 23rd April 2022								

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25/04/2022	14	Online or In Person Class			Release pre-recording 8 – report generation I	Tutorial 7 – Computerised payroll systems			Cost measurement systems, Job Costing, Batch costing	Preparation of statement of cash flows (fundamentals)	Capital gains tax – chattels, principal private residence relief, capital losses
02/05/2022	15	Online or In Person Class			Release pre-recording 9 – report generation II	Tutorial 8 – VAT accounting and VAT reports, reporting the financial statements	2rd May. Release of Optional Certificate of Completion task		Process costing	Preparation of statement of cash flows (advanced)	Capital gains tax – transactions between spouses, entrepreneur relief
09/05/2022	16	Online or In Person Class			13th May. Submission date for Optional Certificate of Completion task	Tutorial 9 – Reconciling balance sheet accounts and confirming financial statements	Release case study 1 pre-recording		Relevant costing, special price decisions, product continuation/discontinuation	Accounting for partnerships – advanced	Capital gains tax – advanced computations
16/05/2022	17	Online or In Person Class					Release case study 2 pre-recording	Case study 1 – preparation of financial statements	Make or buy decisions, limiting factor decisions	Manufacturing accounts	Corporation tax – basic computations
23/05/2022	18	Online or In Person Class					Release case study 3 pre-recording	Case study 2 – finalisation of a trial balance	Make or buy decisions, limiting factor decisions	Audit, control systems and ethical considerations	Corporation tax – chargeable gains and close companies
28/05/2022		Release of Year 2 Recorded Lecture Seminars (Series 4) for AFA and Adv. Tax ROI									
30/05/2022	19	Online or In Person Class					Release case study 4 pre-recording	Case study 3 – valuation of inventories	Operational Budgets & Budgeted Income statements	Partnership accounting	Corporation tax – loss relief
06/06/2022	20	Online or In Person Class					Release case study 5 pre-recording	Case study 4 – receivables correction and reconciliation	Cash & Budgets	Limited company financial statements (advanced accounting and journal adjustments I)	Corporation tax – administration

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13/06/2022	21	Online or In Person Class					Release case study 6 pre-recording	Case study 5 – quarterly budgets	Flexible Budgets, Limitations of Budgeting	Limited company financial statements (advanced accounting and journal adjustments II)	Corporation tax – advanced computations
Release of Year 2 Recorded Lecture Seminars (Series 5) for AFA/Adv. Tax ROI and MA											
20/06/2022	22	Online or In Person Class					Release case study 7 pre-recording	Case study 6 – aged analysis of receivables	Introduction to standard costings	Preparing the financial statements (SOCI/SOCE/SOFP) – introductory	VAT – general principles, charge to VAT, place of supply, VAT amount, taxable amount, input credits
25/06/2022		Mock Exam – 10.00am to 1.00pm	N/A	N/A					N/A	Adv. Financial Accounting	N/A
26/06/2022		Mock Exam – 10.00am to 1.00pm		N/A					Management Acc.	N/A	N/A
27/06/2022	23	Online or In Person Class					Release case study 8 pre-recording	Case study 7 – employee PAYE deductions	Cost variances	Preparation of financial statements (SOCI/SOCE/SOFP) – advanced	VAT – administration, methods of accounting for VAT, transactions with EU and non-EU jurisdictions
02/07/2022		Mock Exam – 10.00am to 1.00pm	N/A	N/A					N/A	N/A	Adv. Taxation
03/07/2022		Mock Exam – 10.00am to 1.00pm	N/A	FDM					N/A	N/A	N/A
04/07/2022	24	Online or In Person Class					Release case studies recap pre-recording	Case study 8 – analysis and interpretation of financial statements	Revenue variances	Preparation of financial statements from incomplete records	Revision of income tax and VAT
09/07/2022			Release of Year 2 Recorded Lecture Seminars (Series 6) for AFA and Adv. Tax ROI								

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11/07/2022	25	Online or In Person Class						Case study revision	Revision of selected topics	Preparation of statement of cash flows – advanced	Revision of corporation tax (including capital allowances)
18/07/2022	26	Online or In Person Class						Case study revision	Revision of selected topics	Revision of selected topics	Revision of selected topics
25/07/2022	27	STUDY WEEK									
01/08/2022	28	STUDY WEEK									
08/08/2022	29	EXAM WEEK									
15/08/2022	30	EXAM WEEK									