

FIA-UK (Foundation in Accountancy)
FA1 - Recording Financial Transactions
Fall 2023

Serial No.	Topics	Session Date	Day	Time
1	Introduction, Business & types	18-09-2023	Monday	3:00 PM - 5:30 PM
2	Types of Business documents, Elements of Financial statements	23-09-2023	Saturday	3:00 PM - 5:30 PM
3	Types of business transactions including day books	25-09-2023	Monday	3:00 PM - 5:30 PM
4	data protection & document retention policies, codes	30-09-2023	Saturday	3:00 PM - 5:30 PM
5	Accounting equation	02-10-2023	Monday	3:00 PM - 5:30 PM
6	Double entry transactions	07-10-2023	Saturday	3:00 PM - 5:30 PM
7	Discounts & sales Tax	09-10-2023	Monday	3:00 PM - 5:30 PM
8	Sales tax, Petty cash	14-10-2023	Saturday	3:00 PM - 5:30 PM
9	Banking system & Transactions	16-10-2023	Monday	3:00 PM - 5:30 PM
10	Payroll	21-10-2023	Saturday	3:00 PM - 5:30 PM

Note: Classes will be as per GMT +5 time zone. This template is subject to modifications and changes therefore it should not be considered as a final locked-down schedule.

Serial No.	Topics	Session Date	Day	Time
11	Recording Sales & sales returns, General Ledger & individual Ledgers	23-10-2023	Monday	3:00 PM - 5:30 PM
12	Recording Purchase & Purchase returns, General Ledger & individual Ledgers	28-10-2023	Saturday	3:00 PM - 5:30 PM
13	Control account & personal account reconciliations	30-10-2023	Monday	3:00 PM - 5:30 PM
14	Control account & personal account reconciliations	04-11-2023	Saturday	3:00 PM - 5:30 PM
15	Bank reconciliation	06-11-2023	Monday	3:00 PM - 5:30 PM
16	Bank reconciliation	11-11-2023	Saturday	3:00 PM - 5:30 PM
17	Double entry errors	13-11-2023	Monday	3:00 PM - 5:30 PM
18	Double entry errors	18-11-2023	Saturday	3:00 PM - 5:30 PM
19	Double entry errors	20-11-2023	Monday	3:00 PM - 5:30 PM

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