Get your head around accounting principles!

This course is for those who want to be able to interpret financial reports. It takes you through the three basic phases of the accounting cycle – the bookkeeping process, i.e. the recording of transactions, preparation, presentation and analysis of financial reports, and a case study on the development of a master budget. Information in this course is essential for business owners.

The following topics are covered:

- The accounting cycle:
  - source documents
  - journals
  - posting to accounts in the ledger
  - balancing

...more online

LOCATION/S
Gold Coast - Southport

DURATION
Part time: 3 sessions / 1 day per week

Entry requirements
There are no specific entry requirements.

Important Information
Course commencement is subject to...

Resources required
- Please bring a notebook and pen to class.
- Students need to present their Confirmation of Enrolment to...

...more online

What are my financial options?

No matter what your circumstances, TAFE Queensland Gold Coast has a financial option to suit you. If you are unsure of what’s right for you, call us on 07 5581 8300. We’re here to help.

...more online

$ FULL FEE | $265

This is the total cost of the course.

Got a question?
Enquire about your full fee study options

Accurate as at 23 April 2018. For the latest information see: tafegoldcoast.edu.au/course/11725

RTO 0275
CRICOS 03020E
The course will assist anyone who is working in a financial environment but who has not received any formal financial training or education.

You will understand:

- how financial transactions are recorded
- the information contained in a profit and loss statement, balance sheet and cash flow statement
- how to analyse these statements to obtain further information
- how to compile a master budget.

Units

Disclaimer

Not all electives available at all campuses