

# ACCA SYLLABUS

## Applied Knowledge

### 1. Business and Technology (BT)

- **Business Organization, Structure, Governance, and Management:** Types of organizations, stakeholder analysis, corporate governance.
- **Environmental Influences and Constraints on Business:** PESTEL analysis, competitive environment.
- **Accounting and Reporting Systems, Controls, and Compliance:** Internal controls, compliance frameworks.
- **Leading and Managing Individuals and Teams:** Leadership theories, team dynamics.
- **Personal Effectiveness and Communication:** Time management, communication skills.
- **Professional Ethics in Accounting and Business:** Ethical principles, corporate social responsibility.

### 2. Management Accounting (MA)

- **The Nature, Source, and Purpose of Management Information:** Types of information, decision-making processes.
- **Cost Accounting Techniques:** Absorption costing, marginal costing.
- **Budgeting:** Types of budgets, budget preparation.
- **Standard Costing:** Variance analysis, standard costing systems.
- **Performance Measurement:** Key performance indicators, balanced scorecard.

### 3. Financial Accounting (FA)

- **The Context and Purpose of Financial Reporting:** Users of financial statements, regulatory framework.
- **The Qualitative Characteristics of Financial Information:** Relevance, reliability, comparability.
- **The Use of Double-Entry and Accounting Systems:** Ledger accounts, trial balance.
- **Recording Transactions and Events:** Sales, purchases, accruals, prepayments.
- **Preparing a Trial Balance:** Adjustments, error correction.
- **Preparing Basic Financial Statements:** Income statement, balance sheet, cash flow statement.

## Applied Skills

4. Corporate and Business Law (LW) - UK Variant
  - **Essential Elements of the Legal System:** Sources of law, court structure.
  - **The Law of Obligations:** Contract law, tort law.
  - **Employment Law:** Employment contracts, employee rights.
  - **The Formation and Constitution of Business Organizations:** Types of business entities, company formation.
  - **Capital and the Financing of Companies:** Share capital, loan capital.
  - **Management, Administration, and Regulation of Companies:** Directors' duties, company meetings.
  - **Insolvency Law:** Bankruptcy, liquidation.
  - **Corporate Fraudulent and Criminal Behavior:** Fraud prevention, money laundering.
5. Performance Management (PM)
  - **Specialist Cost and Management Accounting Techniques:** Activity-based costing, throughput accounting.
  - **Decision-Making Techniques:** Relevant costing, cost-volume-profit analysis.
  - **Budgeting and Control:** Flexible budgets, zero-based budgeting.
  - **Performance Measurement and Control:** Variance analysis, performance indicators.
6. Taxation (TX) - UK Variant
  - **The UK Tax System and Its Administration:** HMRC, tax compliance.
  - **Income Tax and National Insurance Contributions:** Taxable income, allowances, NIC rates.
  - **Capital Gains Tax:** Chargeable gains, exemptions.
  - **Corporation Tax:** Taxable profits, reliefs.
  - **Value Added Tax (VAT):** Registration, VAT returns.
  - **The Obligations of Taxpayers and/or Their Agents:** Filing deadlines, penalties.
7. Financial Reporting (FR)
  - **The Conceptual Framework for Financial Reporting:** Objectives, qualitative characteristics.
  - **A Regulatory Framework for Financial Reporting:** IFRS, IASB.
  - **Financial Statements:** Statement of financial position, statement of profit or loss.
  - **Business Combinations:** Acquisition method, goodwill.
  - **Analysing and Interpreting Financial Statements:** Ratio analysis, trend analysis.
8. Audit and Assurance (AA)

- **Audit Framework and Regulation:** Audit objectives, regulatory environment.
- **Planning and Risk Assessment:** Audit planning, risk assessment procedures.
- **Internal Control:** Control environment, control activities.
- **Audit Evidence:** Types of evidence, audit procedures.
- **Review and Reporting:** Audit reports, review engagements.

#### 9. Financial Management (FM)

- **Financial Management Function:** Objectives, financial management environment.
- **Financial Management Environment:** Economic environment, financial markets.
- **Working Capital Management:** Inventory management, receivables management.
- **Investment Appraisal:** NPV, IRR, payback period.
- **Business Finance:** Sources of finance, cost of capital.
- **Business Valuations:** Valuation methods, market efficiency.
- **Risk Management:** Types of risk, risk management techniques.

### Strategic Professional

#### 10. Strategic Business Leader (SBL)

- **Leadership:** Leadership theories, strategic leadership.
- **Governance:** Corporate governance principles, board structures.
- **Strategy:** Strategic analysis, strategic choice.
- **Risk:** Risk identification, risk management.
- **Technology and Data Analytics:** Impact of technology, data analysis techniques.
- **Organisational Control and Audit:** Internal control systems, audit functions.
- **Finance in Planning and Decision-Making:** Financial planning, decision-making models.
- **Innovation, Performance Excellence, and Change Management:** Innovation strategies, change management processes.
- **Professional Skills:** Communication, analysis, skepticism.

#### 11. Strategic Business Reporting (SBR) - International Variant

- **Fundamental Ethical and Professional Principles:** Ethical frameworks, professional behavior.
- **The Financial Reporting Framework:** IFRS, conceptual framework.

- **Reporting the Financial Performance of Entities:** Revenue recognition, financial instruments.
- **Financial Statements of Groups of Entities:** Consolidation, joint arrangements.
- **Interpret Financial Statements for Different Stakeholders:** Ratio analysis, stakeholder analysis.
- **The Impact of Changes and Potential Changes in Accounting Regulation:** New standards, regulatory updates.

#### 12. Advanced Financial Management (AFM)

- **Role and Responsibility Towards Stakeholders:** Stakeholder management, corporate governance.
- **Economic Environment for Multinational Organizations:** Exchange rates, international trade.
- **Advanced Investment Appraisal:** Real options, project finance.
- **Acquisitions and Mergers:** Valuation, integration.
- **Corporate Reconstruction and Re-Organization:** Restructuring, turnaround strategies.
- **Treasury and Advanced Risk Management Techniques:** Hedging, derivatives.

#### 13. Advanced Performance Management (APM)

- **Strategic Planning and Control:** Strategic planning models, control systems.
- **External Influences on Organizational Performance:** PESTEL analysis, competitive environment.
- **Performance Measurement Systems and Design:** Balanced scorecard, performance indicators.
- **Strategic Performance Measurement:** Benchmarking, value-based management.
- **Performance Evaluation and Corporate Failure:** Financial distress, failure prediction models.

#### 14. Advanced Taxation (ATX) - UK Variant

- **The UK Tax System and Its Administration:** Tax compliance, HMRC.
- **Tax Planning and Advice for Individuals and Businesses:** Tax planning strategies, tax-efficient investments.
- **Inheritance Tax:** Chargeable transfers, reliefs.
- **Stamp Taxes:** Stamp duty, stamp duty land tax.
- **Value Added Tax (VAT):** VAT planning, compliance.
- **Taxation of Trusts and Estates:** Trusts, estate planning.

#### 15. Advanced Audit and Assurance (AAA)

- **Regulatory Environment:** Audit regulation, ethical standards.

## ENTRI

- **Professional and Ethical Considerations:** Professional ethics, auditor independence.
- **Practice Management:** Quality control, practice development.
- **Audit of Historical Financial Information:** Audit planning, substantive procedures.
- **Other Assignments:** Review engagements, assurance services.
- **Current Issues and Developments:** Emerging issues, regulatory changes.

