

ACCOUNTING TIMETABLE – ADELAIDE CITY CAMPUS, SEMESTER 2, 2016

TIME	MONDAY	Lecturer/Room CRN	TUESDAY	Lecturer/Room CRN	WEDNESDAY	Lecturer/Room CRN	THURSDAY	Lecturer/Room CRN
9:00am to 12:00 pm	PERFORM FINANCIAL CALCULATIONS - T4	GW/W309 3802	PROCESS FINANCIAL TRANS, ADMIN SUB LEDGERS - T3	CS/W308 3855 3844	DESIGN & PRODUCE BUSINESS DOCUMENTS - T3	SS/E202 3827	PERFORM FINANCIAL CALCULATIONS - T3	GW/W309 3852
	PREPARE FINANCIAL STATEMENTS FOR NON-REPORTING ENTITIES	CS/W308 3810	PREPARE FINANCIAL REPORTS - T4	CS/W308 3869	ESTABLISH & MAINTAIN A PAYROLL SYSTEM- T3	CS/E225 3794	DESIGN & PRODUCE BUSINESS DOCUMENTS - T4	GW/E225 5814
	MANAGE BUDGETS & FORECASTS - T3	GW/E202 3800	PREPARE TAX DOCUMENTATION FOR INDIVIDUALS	EN/W309 3813	CARRY OUT BAS/IAS TASKS - T4	CS/E225 3793	MAKE DECISIONS IN A LEGAL CONTEXT	PM/W308 3849
	MONITOR CORPORATE GOVERNANCE ACTIVITIES	PB/E305 3801			DEVELOP & USE COMPLEX SPREADSHEETS - T4	SS/E202 3837		
					PREPARE FINANCIAL REPORTS FOR CORPORATE ENTITIES	IJ/W308 3809		
1:00 pm to 4:00pm	PROCESS FINANCIAL TRANS, ADMIN SUB LEDGERS - T3	CS/W308 3816 3789	SET UP & OP COMP ACC SYSTEM	CS/E225 3857	PROCESS BUSINESS TAX REQUIREMENTS - T3	RS/E202 3854	PREPARE OPERATIONAL BUDGETS - T4	LD/E225 3811
	PREPARE FINANCIAL REPORTS - T4	CS/ W308 3838	PROVIDE FINANCIAL & BUSINESS PERFORMANCE INFORMATION	SS/W308 3818	APPLY PRINCIPLES OF PROFESSIONAL PRACTICE -T4	BK/E202 3792	IMPLEMENT & MAINTAIN INTERNAL CONTROL PROCEDURES - T3	LD/W309 3848
	PROVIDE MANAGEMENT ACCOUNTING INFORMATION	SS/W309 3819	INTERPRET & USE FINANCIAL STATISTICS & TOOLS	GW/E202 3797	DEVELOP & USE COMPLEX SPREADSHEETS - T3	GW/E225 3863	PREPARE & ANALYSE MANAGEMENT ACC INFORMATION	SS/W308 3805
	PREPARE COMPLEX CORPORATE FINANCIAL REPORTS	GW/E305 3807			MANAGE BUDGETS & FORECASTS - T4	GW/E225 3851	Term 3 -CERT III Acc Admin - WHS,WSD,WEFSI,DMSC,WWO	BK/E202 - 3823 3824 3825 3839 3840
					IMPLEMENT ORGANISATIONAL IMPROVEMENT PROGRAMS	SS/W308 3796	Term 4 -CERT III Acc Admin - WHS,WSD,WEFSI,DMSC,WWO	BK/E202 - 3858 3859 3861 3870 3872
6:00pm to 9:00pm	SET UP & OP COMP ACC SYSTEM	CD/E225 3820	PROCESS BUSINESS TAX REQUIREMENTS - T4	AB/E202 3815	PROCESS FINANCIAL TRANS, ADMIN SUB LEDGERS - T3	CS/W308 3877 3876	ESTABLISH & MAINTAIN A PAYROLL SYSTEM- T3	CD/E225 3846
	IMPLEMENT & MAINTAIN INTERNAL CONTROL PROCEDURES - T4	PB/W308 3795	MAKE DECISIONS IN A LEGAL CONTEXT	PM/W308 3799	PREPARE FINANCIAL REPORTS - T4	CS/W308 3878	CARRY OUT BAS/IAS TASKS - T4	AB/E225 3845
			PROVIDE MANAGEMENT ACCOUNTING INFORMATION	SS/W309 3856	APPLY ECONOMIC PRINCIPLES TO WORK IN THE FINANCIAL SERVICES INDUSTRY	GW/W309 3791	PREPARE TAX DOCUMENTATION FOR INDIVIDUALS	EN/W308 3853
			PREPARE & ADMINISTER TAX DOCUMENTATION FOR LEGAL ENTITIES	MD/E305 3804				