



Basic Accounting Certificate



New Skills
ACADEMY



DURATION

12 hours



LOCATION

Online



COMPATIBILITY

All major devices
and browsers



SUPPORT

We are here to help if
you have any problems

Basic Accounting Certificate

The Accounting Course offers students the necessary information required to manage your business better or begin a career in the financial industry in the United Kingdom.

This online training course provides students with instruction that will put you on the path to beginning a career as a successful accountant.

Accounting plays a critical role in maintaining and processing the important financial information that helps to operate a profitable business. This is a wide subject that focuses not only on accounting records, but on bookkeeping, taxes and on all aspects of finance. In order to prepare you in this regard, this course offers you a comprehensive overview of what you can expect from your career in accounting and finance.

Introduction to the Accounting Course

As this is an online training course students have the ability to study curriculum whenever and wherever it is convenient for them. Many enrolled students are still able to work full time and maintain an active lifestyle.

Our study material is easily accessed across any device with an internet connection with online support available while you train. After successful completion of this course and a multiple choice exam, you will be awarded your certificate. For a small cost, we can post the certificate for you, or you can download and print it from home.

Approved By



What You Will Learn

The accounting diploma course prepares students for a career in the financial industry by offering a comprehensive overview of accounting and finance. This course will cover:

- ✍ An introduction into the importance of accounting.
- ✍ A look at four ways to structure your business.
- ✍ How to deal with relevant government bodies, registering and filing.
- ✍ The benefits of a business bank account.
- ✍ How to set up a business bank account.
- ✍ Evaluating funding sources for your business.
- ✍ Dealing with money from customers.
- ✍ How to keep track of business costs and tax relief.
- ✍ The essentials of recordkeeping and bookkeeping.
- ✍ How to deal with taxes.
- ✍ Employing staff.
- ✍ Taking money out of your business.
- ✍ How to read the profits, cash and ratios in your accounts.
- ✍ Using forecasting methods to plan for the future.
- ✍ How to know if you need an accountant.
- ✍ Ethical practices of an accountant.



“Every course comes with easy to understand, yet detailed lessons created by experts.”



Benefits of the Basic Accounting Certificate

The Accounting Diploma offers students a variety of benefits. These include the following:

- ✓ The convenience of studying from home, or anywhere with an internet connection.
- ✓ The ability to study at your own pace. There is no time limit for this course, so if it takes days, weeks or months, you can still complete your studies.
- ✓ Study material that is available across any device with an internet connection including computers, tablets or mobile phones.
- ✓ Convenient easy to manage course modules that make studying more enjoyable.
- ✓ Online support available to help keep you focused while you study.
- ✓ The opportunity to learn using a comprehensive syllabus that assists you in acquiring the knowledge necessary to start your career in accounting.
- ✓ Improving your prospects while you apply for work in the financial industry.
- ✓ After successful course completion, you will earn a certified and recognised diploma.
- ✓ An affordable pricing structure.



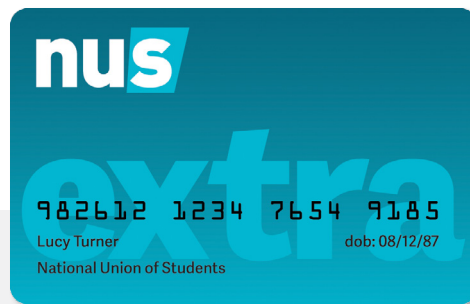
“Study the course anywhere / any time on PC, mobile and tablet. You can even learn on your way to work!”



NUS Card

All New Skills Academy students are eligible to apply for a NUS card which entitles you to great student discounts at a number of high-profile retailers.

newskillsacademy.co.uk



FAQs



WHO CAN TAKE THE BASIC ACCOUNTING CERTIFICATE COURSE?

Anyone who has an interest in learning more about this subject matter is encouraged to take the course. There are no entry requirements to take the course.



WHAT IS THE STRUCTURE OF THE COURSE?

The course is broken down into 17 individual modules. Each module takes between 20 and 90 minutes on average to study. Although you are free to spend as much or as little time as you feel necessary on each module, simply log in and out of the course at your convenience.



WHEN/WHERE CAN I STUDY THE COURSE?

You can study the course any time you like. Simply log in and out of the web based course as often as you require. The course is compatible with all computers, tablet devices and smart phones so you can even study while on the move!



IS THERE A TEST AT THE END OF THE COURSE?

Once you have completed all 17 modules there is a multiple choice test. The questions will be on a range of topics found within the 17 modules. The test, like the course, is online and can be taken a time and location of your choosing.



WHAT IS THE PASS MARK FOR THE FINAL TEST?

The pass mark for the test is 70%.



WHAT HAPPENS IF I FAIL THE TEST?

If you don't pass the test first time you will get further opportunities to take the test again after extra study. There are no limits to the number of times you can take the test. All test retakes are included within the price of the course.



WHEN WILL I RECEIVE MY CERTIFICATE?

Once you have completed your test you can log in to your account and download/print your certificate any time you need it. If you would prefer us to post you a certificate to a UK address, there will be an admin charge of £10 (certificates sent internationally may cost more).

HOW CAN I PAY?



You can either use your Visa, MasterCard, American Express, Solo cards or PayPal account to pay for the online course. Our site uses the latest SSL encryption to ensure your safety. All payments are handled securely by PayPal.

HOW LONG AFTER PAYMENT CAN I BEGIN THE COURSE?



You can begin the course immediately after your payment has been received. You will create your login details during the checkout process. We will also send you an email confirming your login details.

HOW LONG DOES IT TAKE TO COMPLETE THE BASIC ACCOUNTING CERTIFICATE COURSE?



We estimate that the course will take about 12 hours to complete in total, plus an additional 30 minutes for the end of course test.

HOW LONG IS MY CERTIFICATE VALID FOR?



Once you have been awarded your certificate it is valid for life. The certificate does not expire or need renewing.

CAN I APPLY FOR A NUS CARD?



Yes. All New Skills Academy students can apply for an NUS card. Details of how to do so will be available in your account once your order has been processed.

What Students Have to Say



VAWN KOCH
READING

Helpful tips learned during the course and many fun facts. I will be completing 3 more courses after this one. Such a great learning experience. The knowledge in each package is phenomenal!

Each course is broken down into modules to make it easy to digest.

I would highly recommend this course to anyone looking to brush up their knowledge and skills. Best of luck!



GEMMA JOHNSTON
BIRMINGHAM

Great course. Easily readable online, no jargon and had up to date information and illustrations as well as the sources that were used within the modules. The modules had an assessment at the end where you could check your own knowledge - this was a great add on to ensure you are up to speed.

The certificate was easily accessible on completion and you are given your grade immediately after the exam. All of the modules are printable so you can ready back as often as you like. Not only this, but throughout the whole course, you have the ability to email representatives of the course who will answer any questions you may have and they are very prompt with their responses.

I was overall very happy with this course and will definitely keep New Skills Academy in mind when taking future course. Thank you!



www.newskillsacademy.co.uk



<https://www.facebook.com/newskillsacademyUK>



@newSkillsAcad



<https://www.instagram.com/newskillsacademy/>