

Certificate IV in Accounting and Bookkeeping FNS40222 | C4-BT22 | Part B

 Block code: **FTY1S2G1**

DAY CLASSES, Term 1 and 2

Semester 1, 2024 Timetable: 12 February – 21 June 2024

Mid Semester Break: Monday 15 April - Friday 26 April 2024

All subjects are available in our flexible learning – the CRNs are different

CIT Campus Reid

 Room: **B207**

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Morning	10:00 am to 12:30pm Set Up and operate a computerised accounting System ACCT463 FNSACC426 Weeks 1 to 16	10:00 am to 12:30 pm Design and produce complex spreadsheets (Only enrol if not completed) BUSN551 BSBTEC402 Weeks 1 to 13	10:00 am to 12:00 pm Establish and maintain payroll systems ACCT475 FNSTPB412 Weeks 1 to 17		10:00 am to 12:00 pm Complete business activity and instalment activity statements ACCT474 FNSTPB411 Weeks 1 to 17
Afternoon	1:00 pm to 3:00 pm Prepare operational budgets ACCT435 FNSACC412 Weeks 3 to 17	1:00 pm to 3:00 pm Work effectively in the accounting and bookkeeping industry (Only enrol if not completed) ACCT461 FNSACC418 Weeks 10 to 17	12:30 pm to 2:30 pm Prepare financial reports ACCT462 FNSACC421 Weeks 1 to 7 12:30 pm to 2:30 pm Prepare financial statements for non-reporting entities ACCT436 FNSACC414 Weeks 8 to 17		12:30 pm to 2:30 pm Prepare financial reports ACCT462 FNSACC421 Weeks 1 to 7 12:30 pm to 2:30 pm Prepare financial statements for non-reporting entities ACCT436 FNACC414 Weeks 8 to 17

Note: This timetable may change. Classes are only available if numbers permit. Classes are filled on a first come first served basis. EVERY TIME the subject in which you are enrolled is listed above you need to attend class. Digital textbooks are usually provided but students may require additional resources to complete this course.