

Australian Ideal College

RTO No.: 91679 CRICOS Provider Code: 03053G ABN: 15 126 592 756
Sydney Campus: Level 7 & 8, 75 King St, Sydney NSW 2000
Adelaide Campus: Level 3, 21-23 Rundle Mall, Adelaide SA 5000
Hobart Campus: Ground Floor, 116 Murray St, Hobart TAS 7000 Tel: +61-2-92622968 Fax: +61-2-9262 2938

Email: info@aic.edu.au Website: www.aic.edu.au

FNS30317 Certificate III in Accounts Administration Term 4, 2020 Timetable								
Term	Date	Week	Unit of Competency	Unit Code	Assessment Submission Due Date			
B7, Term 4 2020	5/10/2020	1	Administer subsidiary accounts and ledgers	FNSACC312	25/10/2020			
	12/10/2020	2						
	19/10/2020	3						
	26/10/2020	4	Process financial transactions and extract interim reports	FNSACC311	08/11/2020			
	2/11/2020	5						
B8, Term 4 2020	9/11/2020	6	- Administer fixed asset register	FNSORG301	22/11/2020			
	16/11/2020	7						
	23/11/2020	8	Organise personal work priorities and development	BSBWOR301	29/11/2020			
	30/11/2020	9	Conduct business activities using a computerised accounting system	FNSACC304	13/12/2020			
	7/12/2020	10						



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TO No.: 91679 CRICOS Provider Code: 03053G ABN: 15 126 592 756 Sydney Campus: Level 7 & 8, 75 King St, Sydney NSW 2000 Adelaide Campus: Level 3, 21-23 Rundle Mall, Adelaide SA 5000 Hobart Campus: Ground Floor, 116 Murray St, Hobart TAS 7000 Tel: +61-2-92622968 Fax: +61-2-9262 2938

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FNS40217 Certificate IV in Accounting and Bookkeeping Term 4, 2020 Timetable **Unit of Competency** Term Date Week **Unit Code Assessment Submission Due Date** 5/10/2020 1 Process financial transactions and 25/10/2020 FNSACC311 extract interim reports 12/10/2020 2 B7, Term 4, 2020 19/10/2020 3 26/10/2020 4 Administer subsidiary accounts and ledgers 08/11/2020 FNSACC312 2/11/2020 5 6 9/11/2020 Work effectively in the accounting FNSACC408 29/11/2020 16/11/2020 7 and bookkeeping industry B8, Term 4, 2020 8 23/11/2020 30/11/2020 9 Design and produce business documents 13/12/2020 BSBITU306 7/12/2020 10



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FNS50217 Diploma of Accounting Term 4, 2020 Timetable								
Term	Date	Week	Unit of Competency	Unit Code	Assessment Submission Due Date			
B7, Term 4, 2020	5/10/2020	1	Implement and maintain internal control procedures	FNSACC516	8/11/2020			
	12/10/2020	2						
	19/10/2020	3						
	26/10/2020	4						
	2/11/2020	5						
B8, Term 4, 2020	9/11/2020	6	Establish and maintain accounting information systems	FNSACC505	13/12/2020			
	16/11/2020	7						
	23/11/2020	8						
	30/11/2020	9						
	7/12/2020	10						



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FNS60217 Advanced Diploma of Accounting Term 4, 2020 Timetable								
Term	Date	Week	Unit of Competency	Unit Code	Assessment Submission Due Date			
B7, Term 4, 2020	5/10/2020	1	Evaluate organisation's financial performance	FNSACC608	8/11/2020			
	12/10/2020	2						
	19/10/2020	3						
	26/10/2020	4						
	2/11/2020	5						
	9/11/2020	6	Evaluate financial risk	FNSACC609	13/12/2020			
	16/11/2020	7						
B8, Term 4, 2020	23/11/2020	8						
	30/11/2020	9						
	7/12/2020	10						