



KPMG Training Academy



March 2016

ACCA (Association of Chartered Certified Accountants)

There are many accountancy bodies that offer accountancy qualifications around the world. Here is a summary of why you should choose ACCA:

Unrivalled global network

- ACCA is *the* global body for professional accountants with over 162,000 members and 428,000 students in 173 countries.
- ACCA has 91 offices and centres globally all offering localised support.
- The qualifications are based on international accounting standards making them globally relevant.
- They offer local law and tax options making your qualification locally relevant too.
- ACCA qualifications are recognised by key regulatory and education authorities around the world and we have joint membership of other international accountancy bodies.
- ACCA's qualifications are benchmarked against education levels around the world. So by choosing ACCA, you choose qualifications that have been independently quality checked.

Respected by employers

- Over one hundred years of proven reputation for quality and excellence.
- 8,500 approved employers globally
- Qualifications developed with employers giving you the skills and knowledge to be work ready
- A strong focus on ethics means that employers know they are getting ethical accountants.
- Quality assured qualifications mean employers can be confident of your ability and knowledge.

Putting you in charge of your studies and career

- You can study part-time around work.
- Once you qualify with ACCA you can gain exemption from parts of other academic qualifications, making it quicker for you to complete them.
- Having both financial and management accounting skills means that you can move between roles, industries and sectors.
- ACCA provides you with the core knowledge in all areas of accountancy to ensure you have the complete skillset required of a finance professional, and so that you can choose the right finance role for you in any industry.

KPMG Training Academy – ACCA trainings

- We support you through your studies with high quality tuition
- Our tutors are recognized professionals from KPMG, ACCA members themselves as well as top business leaders or renowned academics. They are amongst the most talented and experienced in the industry
- We aim to differentiate ourselves in the training business by capitalizing on a highly valuable resource: the practical experience of our trainers. We want to set ourselves apart by providing tuition that is highly practical, focused and interactive.

Tips and tricks for passing the ACCA exams

- We offer **free of charge** presentation sessions (~ 1 hour) to support the ACCA students in passing their exams in an effective manner
- During the presentation, a professional ACCA tutor with extensive marking experience will discuss:
 - the key skills required to pass the ACCA exams
 - time management techniques
 - different approaches for solving both computational and discursive exam questions
 - marks allocation policy – how the students can ensure they get most of the easy marks
 - professional communication – writing the exam answers using professional language
 - examiner’s report – how to avoid others’ mistakes
- The students will be able to ask questions regarding the ACCA exams – the session’s aim is to be highly interactive

IFRS – DipIFR: training to obtain ACCA’s Diploma in International Financial Reporting

Course level: Intermediary/Advanced

Who should attend?

1. If you are a professional accountant or auditor who works in practice or business, and are qualified according to national accounting standards, then you are eligible to take this ACCA financial reporting qualification.
2. If you are working in practice, but not yet qualified, then you may still be eligible. You will need to prove that you have one of the following:
 - Two years' relevant accounting experience and a relevant degree (attracting at least ACCA qualification exemptions F1-F4)
 - Two years' relevant accounting experience and an ACCA Certificate in International Financial Reporting
 - Three years' relevant accounting experience
 - ACCA affiliate status

The seminar is intended as a conversion course for professionals, accountants, managers and executives in a finance & accountancy role with experience in statutory financial reporting standards.

3. If you are an ACCA member, studying for another qualification can count towards your Continuing Professional Development (CPD). ACCA’s CPD policy states that one hour of learning is equivalent to one unit. Learning is verifiable if it is relevant to your career, you can demonstrate how you have applied the learning and you can prove that the learning took place (copies of course materials, notes from learning, contact details of a third party who can substantiate completion of the activity, certificate showing the course/assessment was completed etc). Also, if you are achieving your CPD via the unit route, studying this diploma may fully meet your 40 unit CPD requirement for one year; in this case you can also carry forward up to 21 verifiable units to the following CPD year.

Why should you participate – what do you and your company stand to gain?

If you are a finance professional who is not already knowledgeable about the details of International Financial Reporting Standards (IFRS), this qualification has a fast and efficient solution to meet your needs. You need to develop a working knowledge of the area, and the DipIFR will make this happen. Throughout the course, the attendees will build /consolidate their IFRS knowledge whilst obtaining an internationally recognised diploma after successful completion of an examination set by the ACCA (Association of Chartered Certified Accountants).

What are the key topics on the agenda?

The course is designed to develop your knowledge and understanding of International Financial Reporting Standards. You will also learn how to apply them, as well as the concepts and principles which underpin them.

On completion of the Diploma candidates should be able to:

- understand and explain the structure of the framework of international accounting
- apply relevant financial reporting standards to key elements of financial reports
- identify and apply disclosure requirements for companies in financial reports and notes
- prepare group financial statements (excluding group cash-flow statements) including subsidiaries, associates and joint ventures.

The course will be structured into 3 modules: the first two will assist you in building your IFRS knowledge through a mixture of theoretical aspects and practical case studies and in the last module you will gain question practice and solve exam type examples and scenarios in order to be more equipped in passing the DipIFR exam.

Duration: 7 days, 9:00 – 16:30 (Part I: 2 days, Part II: 2 days, Part III: Revision: 3 days)

The 3-day IFRS Academy

Course level: introductory

Who should attend?

- All those interested in understanding IFRS from both a theoretical and a practical/applied perspective. More than half of the time is allocated to discussing examples, approaching questions, handling case studies.

Why should you participate – what do you and your company stand to gain?

- To gain / consolidate your understanding of IFRS. The programme is extremely useful to familiarize you with the requirements of the main IFRSs and give you a practical approach to understanding the standards.

What are the key topics on the agenda?

- Introduction to IFRS (the Conceptual Framework for Financial Reporting, IAS 1 Presentation of Financial Statements)
- IAS 2 Inventories
- Accounting for non-current assets (IAS 16 Property, Plant and Equipment, IAS 38 Intangible Assets, IAS 40 Investment Property, IAS 20 Accounting for Government Grants, IAS 23 Borrowing Costs, IAS 36 Impairment of Assets, IFRS 5 Non-current Assets Held for Sale and Discontinued Operations)
- IAS 37 Provisions, contingent liabilities and contingent assets
- IAS 10 Events after the balance sheet date
- Revenue recognition: IAS 18 Revenue and IAS 11 Construction contracts (both to be superseded by IFRS 15 as of 1 January 2018); Brief introduction to IFRS 15 Revenue from Contracts with Customers (applicable from 1 January 2018)
- IAS 17 Leases
- IAS 8 Accounting policies, changes in accounting estimates and errors
- IAS 7 Statement of Cash Flows

Can this program be tailored to individual company needs?

- Yes – in terms of standards covered
- Yes – to the specifics of your business – to include industry relevant examples and present your group's policies as detailed in your last available annual report.
- Yes – in terms of schedule: full days or ½ days (either consecutive or separate)

Duration: 3 days, 9:00 – 16:30

Program language - available both in English and in Romanian

IFRS – Keeping your knowledge fresh and focused

Course level: intermediate / advanced

Who should attend?

- Professionals, managers and executives in a finance & accountancy role that have already been exposed to IFRS and need to bring themselves up-to-speed with the main requirements of the more advanced IFRSs and understand how these are being applied
- Q&A sessions and the use of clear and concise examples will assist you in consolidating your knowledge

Why should you participate – what do you and your company stand to gain?

- You will be receiving an update of the requirements of the more advanced IFRSs with a focus on how these are applied in practice.

What are the key topics on the agenda?

- Revenue recognition: IFRS 15 Revenue from Contracts with Customers (applicable from 1 January 2018); Impact of the changes for companies working in different industries
- Income taxes – current and deferred
- Understanding and accounting for financial instruments
- Cash Flow Statements – more complex financial statements

Can this program be tailored to individual company needs?

- Yes – in terms of standards covered
- Yes – to the specifics of your business – to include industry relevant examples and present your group's policies as detailed in your last available annual report.
- Yes – in terms of schedule: full days or ½ days (either consecutive or separate)

Duration: 2 days, 9:00 – 16:30

Program language - available both in English and in Romanian

IFRS – Keeping you Up-to-date

Course level: advanced

Who should attend?

- Professionals, managers and executives in a finance & accountancy role that have already been exposed to IFRS and want an update of the latest developments and proposals of the IASB.

Why should you participate – what do you and your company stand to gain?

- Our program allows you to stay ahead: understand the latest issued IFRSs, IFRICS and Exposure Drafts

What are the key topics on the agenda?

- Introduction, general developments and IASB work program
- IAS/IFRS and IFRIC developments
- Latest Exposure Drafts
- Annual improvements to IFRSs effective in the current financial year

Can this program be tailored to individual company needs?

- Yes – in terms of standards covered
- Yes – in terms of schedule: 1 full day or 2 ½ days (either consecutive or separate)

Duration: 1 day, 9:00 – 16:30

Program language - available both in English and in Romanian

IFRS – Cash flow statements – understand and prepare!

Course level: intermediate / advanced

Who should attend?

- Accountants, advisors and all those interested in understanding how to prepare and interpret individual company cash flow statements under IFRS.

Why should you participate – what do you and your company stand to gain?

- You will learn the theory behind IAS 7 Cash Flow Statements and will consolidate your understanding by numerous practical examples. By the end of the session, you will receive the knowledge and skills you need in order to be able to prepare, present and interpret cash flow statements

What are the key topics on the agenda?

- scope and benefits of cash flow information
- definitions
- presentation of a cash flow statement
- reporting cash flows from operating activities: the direct and the indirect method
- reporting cash flows from investing and financing activities
- interpreting cash-flow statements

Can this program be tailored to individual company needs?

- Yes – the program can be tailored to end with a module requiring participants to prepare their own company's cash flow statement – using your assistance and information.
- Yes – in terms of schedule: 1 full day or 2 ½ days (either consecutive or separate)

Duration: 1 day, 9:00 – 16:30

Program language - available both in English and in Romanian

IFRS – Consolidated financial statements for Basic Groups

Course level: intermediate

Who should attend?

- CFOs, chief accountants, business advisors and all those that: need to prepare consolidated financial statements, need to prepare accounts for upper consolidation or need to understand, interpret or analyse group accounts.

Why should you participate – what do you and your company stand to gain?

- This is a highly interactive course with a practical focus delivered by our technical experts who have strong experience in dealing with consolidation of accounts.

What are the key topics on the agenda?

- Introduction to Groups and Consolidated Financial Statements
- Different types of investments in shares: subsidiaries, associates and trade investments and their related accounting treatment
- The Consolidated Statement of Financial Position for a Basic Group (Parent, Subsidiary and Associate)
- The Consolidated Statement of Profit or Loss and Other Comprehensive Income for a Basic Group (Parent, Subsidiary and Associate)
- Main Group accounts workings and adjustments: goodwill, non-controlling interest, intercompany balances and transactions, mid-year acquisitions, fair value adjustments

Can this program be tailored to individual company needs?

- Yes – the program can be tailored based on the specifics of the company's activity – with the assistance of the company. It would be value adding to effectively present the entity's group accounts and discuss its specific accounting policies.
- Yes – in terms of schedule: full days or ½ days (either consecutive or separate)

Duration: 2 days, 9:00 – 16:30

Program language - available both in English and in Romanian

IFRS – Consolidated financial statements for Complex Groups

Course level: advanced

Who should attend?

- CFOs, chief accountants, business advisors and all those that: need to prepare consolidated financial statements, need to prepare accounts for upper consolidation or need to understand, interpret or analyse group accounts in the context of complex group structures

Why should you participate – what do you and your company stand to gain?

- This is a highly interactive course with a practical focus delivered by our technical experts who have strong experience in dealing with consolidation of accounts.

What are the key topics on the agenda?

- Different types of Complex Groups and their related accounting treatment at consolidation:
 - Sub-subsidiaries and sub-associates
 - Changes in Group Structure during the financial year: Step by step (piecemeal) acquisitions, Disposals of shares
 - Foreign Currency Subsidiaries – adjustments for translation
- The Consolidated Statement of Financial Position for a Complex Group
- The Consolidated Statement of Profit or Loss and Other Comprehensive Income for a Complex Group
- Main Group accounts workings and adjustments in the context of complex groups: goodwill, non-controlling interest, intercompany balances and transactions, mid-year acquisitions, fair value adjustments

Can this program be tailored to individual company needs?

- Yes – the program can be tailored based on the specifics of the company's activity – with the assistance of the company. It would be value adding to effectively present the entity's group accounts and discuss its specific accounting policies.
- Yes – in terms of schedule: full days or ½ days (either consecutive or separate)

Duration: 2 days, 9:00 – 16:30

Program language - available both in English and in Romanian

Accounting fundamentals: Module 1

Course level: Introductory

Who should attend?

- Junior employees (with a non-accounting background) involved in accounting roles, shared services, business process outsourcing or similar lines of business

Why should you participate – what do you and your company stand to gain?

- If you're just starting out in finance or if you work in finance but have no professional qualification to show for your experience yet, this training will develop your knowledge and understanding of the main types of business transactions and documentation and how these are recorded in an accounting system up to the trial balance and financial statements stage
- It will help you develop knowledge and understanding of the operational aspects of maintaining accounting records, procedures to learn and show you how to record these transactions in the books of prime entry.
- The training also includes an introduction to the principles of double entry and understanding how an accounting system works.

What are the key topics on the agenda?

- What is a business? Defining accounting and the major components of financial reporting
- Types of business transactions and documentation
- Duality of transactions and the double entry system
- Sales and Credit transactions
- Purchases and Credit transactions
- The principles behind VAT and accounting for VAT
- Preparing ledger accounts, trial balance, balance sheet and profit or loss account
- Interrelations between the financial statements
- Practical case studies

Can this program be tailored to individual company needs?

- Yes – the program can be tailored based on the specifics of the company's activity – with the assistance of the company.
- Yes – in terms of schedule: full days or ½ days (either consecutive or separate)

Duration: 3 days, 9:00 – 16:30

Program language - available both in English and in Romanian

Accounting fundamentals: Module 2

Course level: Introductory / Intermediary

Who should attend?

- Staff involved in accounting roles, shared services, business process outsourcing or similar lines of business wishing to develop their accounting knowledge and skills using a very practical approach

Why should you participate – what do you and your company stand to gain?

- It will help you develop knowledge and understanding of the underlying principles and concepts relating to maintaining financial records and technical proficiency in the use of double-entry accounting techniques including the preparation of basic financial statements.

What are the key topics on the agenda?

- Duality of transactions and the double entry system – overview using a variety of practical case studies
- Accounts Payable and related business documentation
- Accounts Receivable and related business documentation; accounting for bad and doubtful debts
- Non-current assets: initial recognition, depreciation, revaluation, disposals
- Period end adjustments: accruals and prepayments
- Introduction to accounting for provisions

Can this program be tailored to individual company needs?

- Yes – the program can be tailored based on the specifics of the company's activity – with the assistance of the company.
- Yes – in terms of schedule: full days or ½ days (either consecutive or separate)

Duration: 3-4 days, 9:00 – 16:30

Program language - available both in English and in Romanian

Business skills for non-accountants:

Module 1 – Understanding basic financial statements

Course level: Introductory

Who should attend?

- Non-accountants wishing to understand financial statements: (operational, IT, sales and marketing, logistics etc.).
- Managers and decision makers who do not have an accounting background

Why should you participate – what do you and your company stand to gain?

- You are involved in making business decisions (preparing and analysing budgets and forecasts, deciding between different investment alternatives, collecting receivables and deciding on pricing strategies etc.). You cannot afford to ignore the impact that your decisions have from a financial stand point and you need to break the communication barrier with your accountants and finance professionals to benefit the organisation as a whole.
- Our highly interactive course will assist you in building your financial vocabulary and understanding how financial statements fit together and should be used in making fully informed, competitive business decisions

What are the key topics on the agenda?

- What is a business? Defining accounting and the major components of financial reporting
- The main elements of the balance sheet: definitions, measurement and recognition criteria for assets, liabilities and equity
- Understanding the major categories of assets: non-current (focus on property, plant and equipment and depreciation) and current assets (inventories, receivables, cash)
- Understanding the major categories of liabilities: non-current and current liabilities
- The main elements of the Profit or Loss Account: income and expenses and illustrations of the accruals basis of accounting. Cash vs profit
- Understanding the flow of information through an organization from the original source documents to the financial statements
- Introduction to double entry bookkeeping
- Interrelations between the financial statements

Can this program be tailored to individual company needs?

- Yes – the program can be tailored based on the specifics of the company's activity – with the assistance of the company.
- Yes – in terms of schedule: full days or ½ days (either consecutive or separate)

Duration: 2 days, 9:00 – 16:30

Program language - available both in English and in Romanian

Business skills for non-accountants: **Module 2 – Analysing financial performance**

Course level: Intermediary

Who should attend?

- Top executives, general managers and other business leaders and decision makers who are non-accountants or accountants wanting to refresh their ability to interpret financial statements in assessing business performance

Why should you participate – what do you and your company stand to gain?

- You will refresh your knowledge and understanding of elements of a financial statement and review an entity's balance sheet, profit or loss account and cash flow statement. We will assist you in analysing whether an entity is performing well or poorly, and whether it appears to be financially flexible or merely struggling to survive.
- We will assist you in making valid comparisons between different companies.

What are the key topics on the agenda?

- Understanding the main financial statements and their elements (balance sheet, profit or loss account, cash flow statement)
- Impact of accounting principles used
- How to analyse past financial performance (principles of analytical review) and use assessment to identify trends for the future
- Uses and limitations of financial analysis

Can this program be tailored to individual company needs?

- Yes – the program can be tailored based on the specifics of the company's activity – with the assistance of the company.
- Yes – in terms of schedule: full days or ½ days (either consecutive or separate)

Duration: 2 days, 9:00 – 16:30

Program language - available both in English and in Romanian

Business skills for non-accountants: **Module 3 – Costs controlling and decision makers**

Course level: Introductory

Who should attend?

- Accountants, financial controllers, auditors and all those interested in preparing or using management accounts.

Why should you participate – what do you and your company stand to gain?

- Management accounting provides the information that management use for decision making purposes. Its quality and appropriateness for use will be determining factors in the decision making process. This course will give you an interactive approach to learning how to build an efficient organisation i.e. improve cost/income performance

What are the key topics on the agenda?

- Accounting for inventories
- Cost classification and behaviour
- Standard costing and variance analysis
- Costing systems: absorption, marginal, ABC costing, target costing
- How to generate cost / income improvement through re-engineering company processes – the consultant's approach

Can this program be tailored to individual company needs?

- Yes – the program can be tailored based on the specifics of the company's activity – with the assistance of the company.
- Yes – in terms of schedule: full days or ½ days (either consecutive or separate)

Duration: 2 days, 9:00 – 16:30

Program language - available both in English and in Romanian

IFRS: Financial instruments

Course level: intermediate / advanced

Who should attend?

Accountants, advisors, financing officers, treasury personnel and all professionals dealing with financial instruments and who require an understanding of how to account for them

Why should you participate – what do you and your company stand to gain?

Accounting for financial instruments still remains a very complex area that a lot of professionals are struggling with. In addition, the evolution of the Romanian business environment has led to more and more companies using financial instruments and hence a practical demand for properly understanding how to deal with them. The course has been developed to place these aspects into perspective: it provides an excellent basis for professionals to approach financial instruments in a clear manner and focuses on examples that our professional trainers / advisors have encountered most frequently in practice.

What are the key topics on the agenda?

- Classification and measurement
- Expected Credit Losses
- Hedge accounting
- Disclosures
- Business impact and next steps
- Case studies

Can this program be tailored to individual company needs?

- Yes – the program can be tailored based on the specifics of the company's activity – with the assistance of the company.
- Yes – in terms of schedule: 1 full day or 2 ½ days (either consecutive or separate)

Duration: 1 day, 9:00 – 16:30

Program language - available both in English and in Romanian

Internal audit

Course level: Introductory

Who should attend?

- Internal auditors from both the public and private sector willing to familiarize themselves with the requirements of the Standards issued by the Institute of Internal Auditors (IIA), the basic principles for the execution of a professional, reliable and modern internal audit activity
- All those interested in understanding what internal audit is doing from both a theoretical and a practical/applied perspective. Time is allocated during the course for questions and handling case studies.

Why should you participate – what do you and your company stand to gain?

- To become familiar with the requirements of the Internal Audit Standards, understand the role and importance of the Internal Audit Activity, gain an understanding of the Internal Audit Engagement process, gain a practical approach to understanding the standards.

What are the key topics on the agenda?

- Introduction to Internal Auditing and the Regulatory Framework
- Charter, Independence and Objectivity
- Standards and Proficiency
- Internal Audit Roles and Responsibilities
- Managing Internal Audit Activity
- Conducting the Internal Audit Engagement (Planning, Supervision, Engagement procedures, Working Papers, Reporting, Monitoring progress)
- Ethics
- Fraud

Can this program be tailored to individual company needs?

- Yes – to the specifics of your business – to include industry relevant examples and case studies
- Yes – in terms of schedule: full days or ½ days (either consecutive or separate)

Duration: 2 days, 9:00 – 16:30

Program language - available both in English and in Romanian

Contact

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