

ACCOUNTS MANAGER
CUM
BUSINESS CONSULTANT

Buiz Grow
Create Your Future With Financial Growth

COURSE CONTENT

- Practical Business Accounting
- Accounts & Finance Management Level 1
- UAE Vat
- UAE Corporate Tax
- IFRS
- GST
- Income Tax
- Accounting Software Training
- Accounts & Finance Management Level 2
- Budgeting , Accounts Analysis & Forecasting
- Payroll Management
- Professional Skill Development
- Business Valuation
- How To Build A Business Consultancy

COURSE CONTENT



01

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PRACTICAL BUSINESS ACCOUNTING



PRACTICAL BUSINESS ACCOUNTING

- Introduction To Practical Accounting
- Bank Reconciliation Statement
- A/R Reconciliation
- A/P Reconciliation
- Inventories
- Concept & Accounting Of Depreciation
- Accounting For Special Transactions
- Preparation Of Financial Accounts Of Sole Proprietor
- Partnership Accounts
- Financial Statement Of Not-for-profit Organization
- Company Accounts

02

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ACCOUNTS & FINANCE MANAGEMENT

LEVEL 1



ACCOUNTS & FINANCE MANAGEMENT [LEVEL 1]

- Cash Flow Statement
- Fund Flow Statement
- Managing Financial Relationship With Suppliers & Customers
- Financial Leadership & Team Management
- Financial Communication & Presentation Skills
- Financial Analysis & Reporting
- Strategic cost Management
- MIS [Management Information System]
- Financial Systems & Technology Management
- Ratio Analysis

03

UAE VAT

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UAE VAT

- The Basics Of UAE Vat Law;
- VAT Registration Process
- Date Of Supply;
- Place Of Supply;
- Various Categories Of Supplies;
- Detail Calculation Of The VAT Return; And
- Steps To Complete And Submit VAT Return Using E-services Portal Of FTA
- Domestic Taxable Transactions
- Intra GCC Transactions
- Intra GCC Purchase Transactions

UAE VAT

- Purchase & Sales Return
- Advance Receipt
- Export to Outside GCC Countries
- Exempt Supply
- Inclusive Of Tax
- Zero Rated Supplies
- Service Transactions
- Payment Of Customs Duty
- Profit Margin Scheme
- Designated Zone Purchase
- Expense Entry With GCC VAT

04

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UAE CORPORATE TAX



UAE CORPORATE TAX

- Overview of UAE Corporate Tax Law
- Corporate Tax Rates and Registration
- Taxable Income Calculation
- Exempt Income
- Deductible vs. Non-Deductible Expenses
- Tax Losses and Carry-Forward Rules
- Taxable Persons and Exemptions
- Tax Rates and Thresholds
- Financial Reporting and Compliance
- Tax Return Filing Procedures
- Transfer Pricing Rules

UAE CORPORATE TAX

- Tax Deductions and Allowances
- Group Taxation Rules
- Free Zone Entities
- Withholding Tax
- Corporate Restructuring and Tax Implications
- Anti-Avoidance Rules
- Tax Assessments and Audits
- Tax Planning and Risk Management
- Impact of Corporate Tax on SMEs and Startups
- UAE Corporate Tax for Multinational Companies
- Tax Treaty Benefits

05

IFRS

(International Financial Reporting Standards)

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IFRS

- Introduction to IFRS
- Presentation of Financial Statements (IAS 1)
- Revenue Recognition (IFRS 15)
- Property, Plant, and Equipment (IAS 16)
- Intangible Assets (IAS 38)
- Financial Instruments (IFRS 9)
- Leases (IFRS 16)
- Consolidation of Financial Statements (IFRS 10)
- Employee Benefits (IAS 19)
- Impairment of Assets (IAS 36)

IFRS

- Provisions, Contingent Liabilities, and Contingent Assets (IAS 37)
- Income Taxes (IAS 12)
- IFRS for SMEs (Small and Medium Enterprises)
- First-time Adoption of IFRS (IFRS 1)
- Recent and Upcoming Changes in IFRS

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GST PRACTICAL LIVE TRAINING



GST Practical Live Training

- Basics Of GST
- Normal Scheme & Composition Scheme
- Input Tax Credit
- GST Registration
- GST Returns
- GSTR 1, GSTR 2A, GSTR 2B ,GSTR 3B, GSTR 9 , 9C,CMP 08 , GSTR 4 Etc
- Place , Time & Value Of Supply
- E-way Bill
- Input Tax Reverse
- Offence & Penalties

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Income Tax

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Income Tax

- Depreciation Under Income Tax
- Books Of Account & Document Under Income Tax
- Presumptive Taxation Scheme For Small Businessman/ Professionals Applicability Of
Audit Under Income Tax
- TDS, TCS And Advance Tax Provisions And Filings
- 26AS And AIS Report

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Accounting Software Training



ACCOUNTING SOFTWARE TRAINING

TALLY PRIME ADVANCED TRAINING



TallyPrime

- Daily Business Transactions
- Inventory Management
- GST In Tally
- Accounts Of Trading Concern
- Accounts Of Manufacturing Concern
- Accounts Of Service Concern
- Cost Centre & Cost Category
- Multi Currency
- Godown Management
- GCC VAT
- TDS
- TCS
- Job Costing
- Job Work In
- Job Work Out
- Composition Scheme
- ITC

ACCOUNTING SOFTWARE TRAINING

EXCEL TRAINING



- Getting To Know Excel
- Data Entry , Editing & Formatting
- Format Data & Cells
- Excel Table
- Pivot Table
- Conditional Formatting
- Number Formatting
- Data Validation
- Excel Short Cuts
- Important Tools In Excel
- Cell Reference
- Pivot Table
- Pay Roll
- Advanced Excel Functions
- Day Book
- Excel Dashboard Tricks
- Protect Formula

ACCOUNTING SOFTWARE TRAINING

ZOHO BOOKS TRAINING



INTRODUCTION WITH ZOHO

SETTING UP SYSTEM

- verifying email & navigate the system
- Adding nominal code
- Trial balance
- Report

NOMINAL LEDGER

CUSTOMER(A/R)

- Add new customer
- Report on customer
- Post customer invoice
- Credit note

SUPPLIER

- Add new supplier
- Supplier invoice
- Supplier credit note
- Supplier report
- Supplier payment report

GST

PAY ROLL

09

ACCOUNTS & FINANCE MANAGEMENT

LEVEL 2

ACCOUNTS & FINANCE MANAGEMENT [LEVEL 2]

- Working Capital Management
- Due Management
- Expense Management
- Profit Making Strategies
- Pricing Strategies
- Business Valuation
- Financial Statement Analysis
- Cash Flow Forecasting
- Balance Sheet Reading
- Tax Planning
- Inventory Management
- Payroll Management
- Budget Preparation
- Strategic Financial Planning

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Budgeting , Accounts Analysis & Forecasting

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Payroll Management



Payroll Management

- Pay Roll Accounting
- Salary Break Up
- Time Sheet
- WPS System
- Employee Benefit & Compensation
- Leave Salary & Gratuity
- Maternity & Paternity
- Provision For Employee Benefit

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Professional Skill Development



01, MIND MASTERY

02, THOUGHT MANAGEMENT

03, EMOTIONAL MANAGEMENT

04, RELATION SHIP

05, ART OF MONEY MAKING

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Business Valuation



Business valuation

1. Leverage Analysis
2. Pricing Strategy
3. Profit Making Strategy
4. Balance Sheet Reading
5. Investment Decision

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Business Valuation



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How To Build A Business Consultancy



OUR FEATURES

TASC

TASC

TASC

TASC

TASC

TASC

TASC

1

2

3

4

5

6

7



6 Months
Online
Training

Internationally
Accredited
Govt.
Certificate

100% Help
Line Support

Practical
Learning
Platform
[Simulation
Website]

Highly
Qualified
Research
Team

Highly
Qualified
Faculties

100%
Placement
Support





CLASS TIME

Monday – Friday

IST 8:30 Pm to 10:30 Pm



 **9037 292 919**



THANK YOU

