



TYLOS

تايلوس للتنمية البشرية
human development



BASIC ACCOUNTS

COURSE OUTLINE

Overview: Why choose this course?

Accounting is the art of recording, classifying and summarizing in a significant manner and in terms of money, transactions and events which are in part at least of a financial character and interpreting the results thereof.

Course Outline:

Module 1: Recording of Transactions Journal

Module 2: The practical system, the cash book and banking transactions

Module 3: The practical system (Sales and Purchase Goods)

Module 4: Trial Balance

Module 5: Final Accounts

Who should attend?

The course is designed as a starting point for anyone of any age or background who wants to learn accounting, Accountancy is usually used for accounting work of a higher order, a skillful accountant will prepare accounts in such a way as to show up all the deficiencies and good points of the firm concerned.

Training Tools and Methodology:

Training Aids and Materials

Powerpoint/ Videos

Assessments/ Lectures


Teaching Language:

Arabic/English

Duration:


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