



UNITED VISION ACADEMY SDN BHD
(Company Registration No: 1229709-H)
No: 22-01, Jalan Pertama 1,
Pusat Perdagangan Danga Utama,
81300 Skudai. Johor Bahru. Johor. Malaysia
Email: cs@uvacademy.edu.my
Tel: +607-5578816 / +607-5576066

CERTIFICATE IN COST & MANAGEMENT ACCOUNTING

4 Days Intensive Certificate In Cost and Management Accounting

COURSE DESCRIPTION

Overview

As we are aware, financial accounting is recording and analyze the past events. Cost and Management accounting has become most important measurement in this recent global business world as it will become an important planning tools for organization for continuing profitability, expanding and sustainability in business.

Participants are advice to have basic cost accounting knowledge for better benefits when decided to enroll, as it would be the extension of cost Accounting program. This program will enable participants to understand of what is costing method to adopt for decision making and budgeting process. Working capital management, long term and short term decision making process..

Course Outcomes

At the end of the course, participants will be able to:

- Understand the benefits of production or services planning, inventory management and control
- Short term decision making decision where contribution, breakeven analyze and margin safety level.
- Understanding what is overheads and type of overheads in costing and planning.
- Understanding of budgeting, at types of budgeting and preparations.
- Comparing the Actual versus budgeted (variances), and the decision making
- Preparing the working management analyze such as cash budgeting and operating cash sycle
- Management Information System and it importance

Who Should Attend

- Accounts / Finance Executives
- Administration Executives / Admin Manager
- Costing Assistant / Costing Executive / Manager
- Credit Executives / Account Manager
- Sales and Marketing Executives
- General Clerks
- New entrepreneurs
- Directors, Operation professional / Finance Manager
- Corporate Planners and those who wish to obtain a good understanding on interpreting of full set of accounts.
- Interested parties with or without costing and /or accounting knowledge and wish to refresh their knowledge.



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Day 1 – 10.00am – 1.00pm, 2.00pm – 5.30pm

MODULE 1: INVENTORY MANAGEMENT

- Benefits of inventory management and control
- Production plan / levels planning
- The cost involved in holding inventory
- Procedure and techniques to manage inventory

MODULE 2: SHORT TERM DECISION-MAKING

- Breakeven analyses
- Contribution and achieving a target profit
- Profit-volume charts,
- Make or buy decision
- Absorption costing and marginal costing

QUESTIONS PRACTICES

Day 2 – 10.00am – 1.00pm, 2.00pm – 5.30pm

MODULE 3: ACCOUNTING FOR OVERHEADS

- Production overheads
- Segmenting the overheads
- Overabsorption or under absorption of overhead and its treatment
- Costing and pricing
- Activity based costing

MODULE 4: BUDGETING PLANNING AND CONTROL

- How budgeting helps Managers
- Preparation for sales budget, production budget and Master budgets
- Variance analysis between actual versus budgeted
- Periodic and continuing budgets

QUESTIONS PRACTICES

Day 3 – 10.00am – 1.00pm, 2.00pm – 5.30pm

MODULE 5: WORKING CAPITAL MANAGEMENT

- Managing cash, and operating cash cycle
- Preparation of cash budget
- Method of calculation

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MODULE 6: LONG TERM DECISION-MAKING

- The nature of investment decision
- Investment appraisal methods
- Net present value (NPV), Internal rate of return (IRR) and some practical points

Day 4 – 10.00am – 1.00pm, 2.00pm – 5.30pm

MODULE 7: MANAGEMENT INFORMATION SYSTEMS

- Importance of management information and its usefulness for management
- Cost and benefits
- Data safeguards
- Cost accounting systems

EXAMINATION (2 HOURS)

TEACHER-STUDENT RATIO is 1:12

Course Fee Structure

| | | |
|---------------------------|----------|-------------------|
| Course fees | : | RM1,200.00 |
| Material & Exam Fee | : | RM 150.00 |
| Registration Fee | : | RM 100.00 |
| Total Fees Payable | : | RM1,450.00 |

- Fees subject to change without prior notice, and fee is excluded for food and beverages
- Conducting weekly from 10.00am to 1.00PM, and 2.00pm to 5.30pm
- Classes can be split into half day basis, for 8 days to complete (within 3 months)
- Group discount 10% of course fee applied for 3 participants and above.
- Special group requests (in house or at Client's location) can be arranged – within Malaysia and Singapore.
- Attendance Certificate will be issued upon completion of course
- Certification in Cost and Management Accounting will be issued within 1 week upon passing the examination.