



Introduction to Accounting

2nd October & 3rd October 2025

Duration: 2 Days

This intensive bookkeeping course is specifically designed for people looking to build a solid foundation in bookkeeping and accounting principles. Whether you're starting your career in finance or managing your own business, this course will equip you with the essential skills to understand and manage financial records.

Overview

- ✓ Build a strong foundation in finance - ideal for launching a career or advancing professionally.
- ✓ Gain confidence and skills to process financial data and understand the double-entry bookkeeping system.
- ✓ Learn practical bookkeeping techniques you can apply immediately.

Why Choose Us

- ✓ Expert tutors to help you at every step.
- ✓ Learning materials you can trust.
- ✓ Local and friendly customer service.
- ✓ Ofsted Outstanding Provider

Book the **Introduction to Accounting** course now for £380 plus VAT

What this course covers:

Day 1: Introduction to Accounting & Key Concepts

- Introduction to accounting and types of business entity
- The presentation of financial statements and key definitions
- Double entry bookkeeping
- The trial balance

Day 2: Advanced Bookkeeping Concepts

- Returns, discounts and refunds
- Accruals and prepayments
- Receivables and inventories
- Non-current assets and depreciation