



Applied Learning Course – Practical Accounting for SMEs

Sharing Session for Secondary School Teachers



Hong Kong Institute of
Accredited Accounting Technicians
香港財務會計協會

29 April 2009



Hong Kong Institute of
Accredited Accounting Technicians
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Agenda

- Overview of accountancy profession
- Overview of the HKIAAT ApL course
“Practical Accounting for SMEs”
- Sharing by partnership school representative
- Learning experience from an ApL student
- Sharing by course deliverer representative
- Q&A session



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Overview of accountancy profession





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Market news

公司倒閉重組需求多 料利潤增一成 小型會計師行逆市增人手

會計行業在經濟高成長的情況下持續高轉，會計師人數過去10年增長一倍至2.6萬人(見右表)，金融海嘯打擊大小企業，但不論公司倒閉、重組等，均需要會計師處理，會計界及學者估計，「金融海嘯加快會計行業人士進駐，整體不會再有收縮」。更有會計師行估計，今年利潤可望增加一成，而小型會計師行尤其需要增聘人手。

明報記者 蔡嘉華

過去10年會計師及會計師行市場

年份	會計師人數 (萬名)	會計師行 數目
2008年 1月1日止	26,388 (+ 3.17%)	1,438
2008	27,518 (+ 2.50%)	1,424
2007	26,432 (+ 4.05%)	1,410
2006	25,776 (+ 1.60%)	1,391
2005	25,371 (+ 1.5840%)	1,379
2004	24,939 (+ 2.40%)	1,250
2003	24,310 (+ 2.55%)	1,242
2002	23,693 (+ 2.02%)	1,195
2001	23,224 (+ 2.25%)	1,142
2000	22,748 (+ 2.57%)	1,077
1999	22,154 (+ 2.88%)	1,040
1998	21,511 (-)	971

資料來源：香港會計師公會



前景樂觀

中大會計及金融學院副院長陳偉業(左)及陳志強(右)可與會計界前途感到樂觀，不擔心經濟蕭條的打擊。中大會計及金融學院副院長陳偉業(左)及陳志強(右)可與會計界前途感到樂觀，不擔心經濟蕭條的打擊。中大會計及金融學院副院長陳偉業(左)及陳志強(右)可與會計界前途感到樂觀，不擔心經濟蕭條的打擊。

辛苦考牌 回報豐厚

最近會計師公會頒發的「ACCA」牌照，令不少會計師感到回報豐厚。會計師公會最近頒發的「ACCA」牌照，令不少會計師感到回報豐厚。會計師公會最近頒發的「ACCA」牌照，令不少會計師感到回報豐厚。

陳志強表示，會計師行業在過去幾年經歷了巨大的挑戰，但隨著經濟的復甦，會計師行業的需求正在增加。他認為，會計師行業是一個非常有前景的行業，值得投資者考慮。

金融海嘯有危有機 無礙請人步伐 畢馬威明年大中華區聘2千人

畢馬威會計師行宣佈，將在大中華區增聘2,000名員工。這項消息是在該行最近舉行的年會上公佈的。畢馬威表示，儘管全球經濟面臨挑戰，但該行對大中華區的前景依然充滿信心。增聘的員工將主要用於支持該行在該地區的業務擴張。

畢馬威會計師行

資深副總裁 李國強

資深副總裁 李國強

負責管理 高級業務發展

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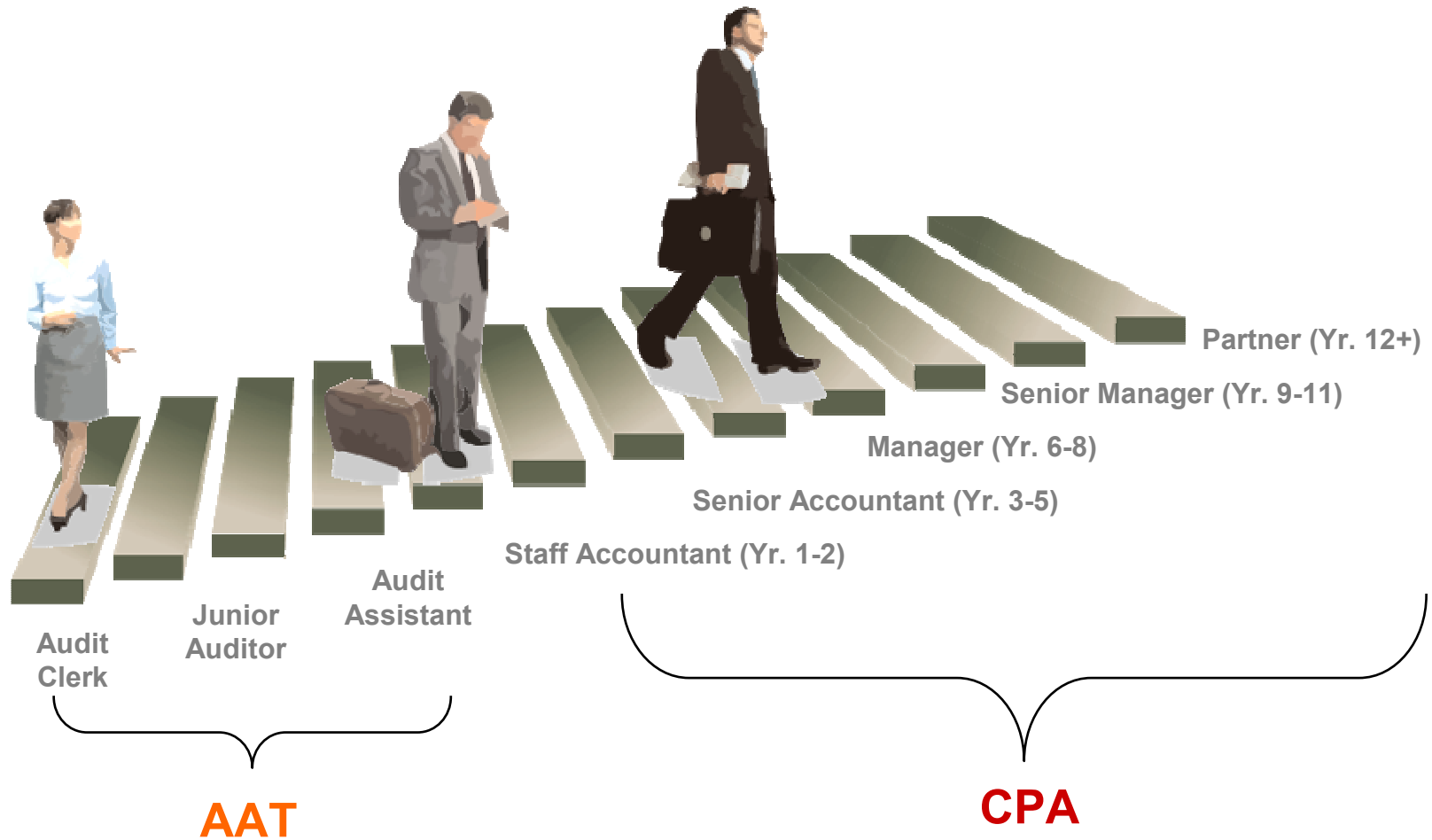
Accounting professionals





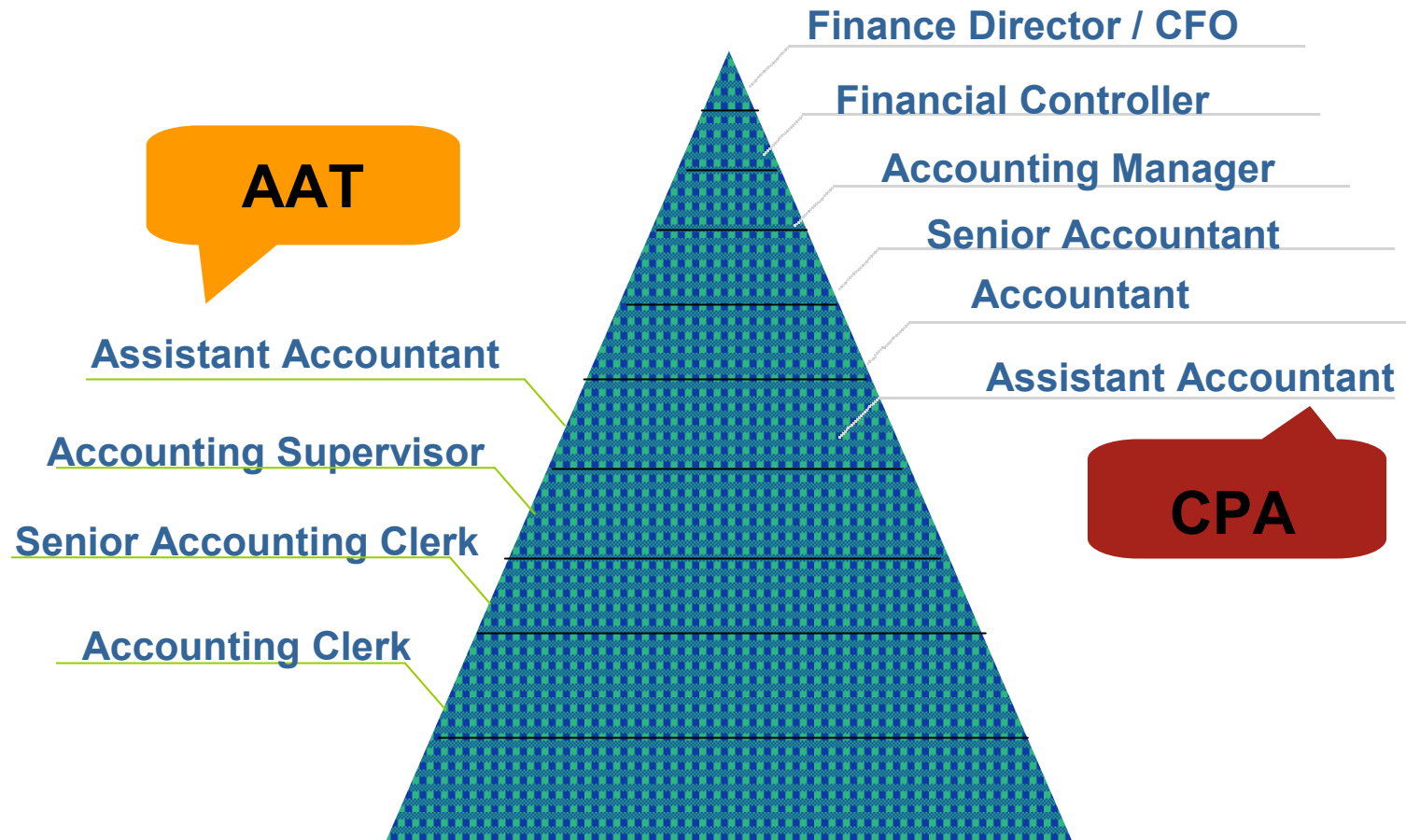
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Career path in CPA firms





Career path in commercial companies





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Career path in the civil service

- Audit Commission - Auditor/ Examiner
- Treasury - Accounting Officer
- Inland Revenue Department - Assistant Assessor/ Tax Inspector

CPA

- Inland Revenue Department - Assistant Taxation Officer
- Tax Inspector II

AAT





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The **ONLY** statutory licensing body of
professional accountants in Hong Kong.
香港唯一法定專業會計師註冊組織



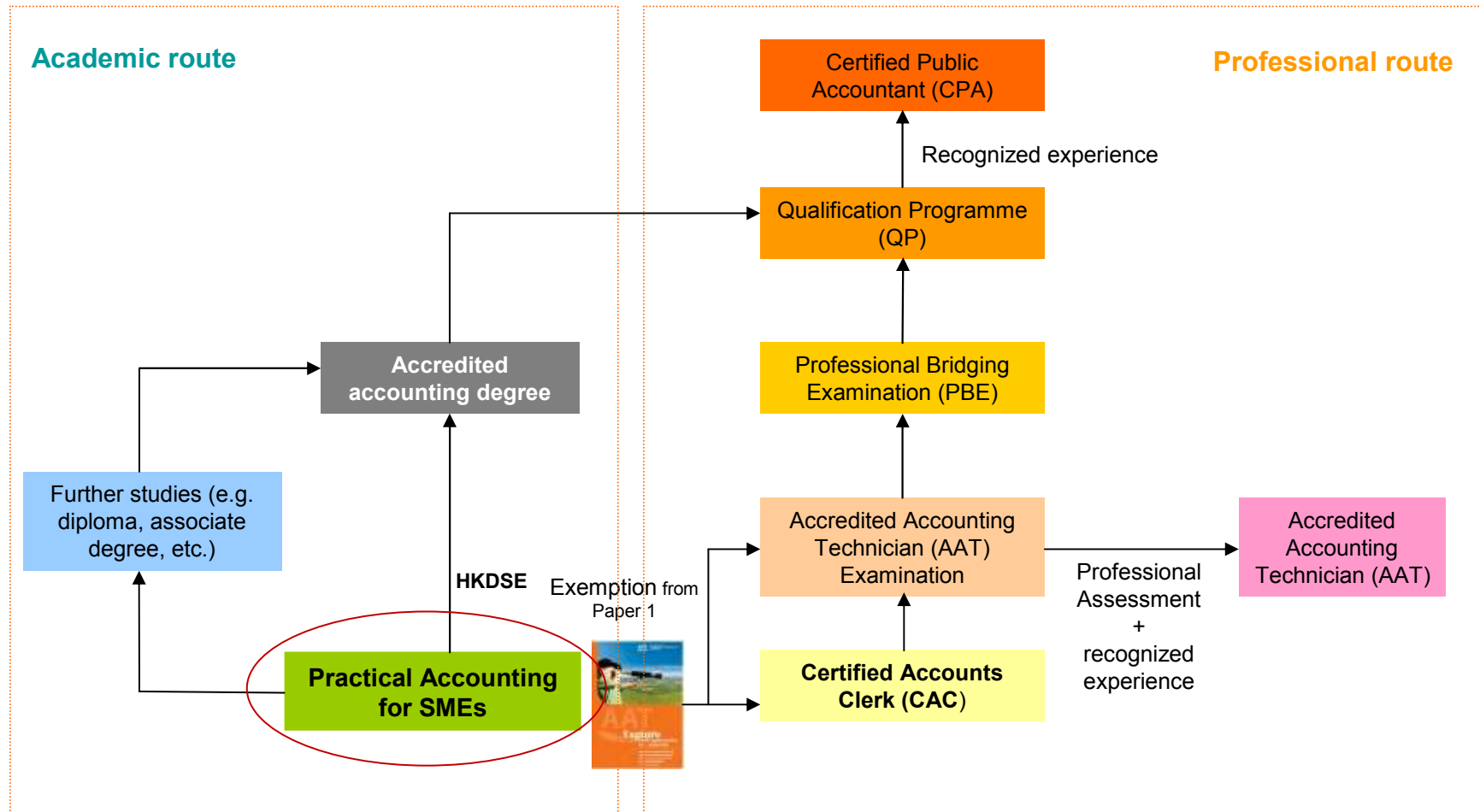
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About HKIAAT

- is a **wholly-owned subsidiary** of Hong Kong Institute of CPAs, established in 1988
- is the only local organization that offers **both a qualification and a designation** for accounting technicians
- has more than **8,000 graduates** and some **5,000 active students**
- graduates work in **entry to intermediate** levels of accounting and finance jobs



Articulation of the HKIAAT ApL





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Recognition of the HKIAAT ApL

- **Dual** certificates: Certificate of completion + **HKIAAT Certified Accounts Clerk (CAC)** certificate (at a discounted price)
- **Exemption from Paper 1** “Fundamentals of Accounting and Computerized Accounts” of the AAT Examination
- **Scholarships** will be awarded to outstanding students



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Recognition of ApL subjects

Before NSS (pilot courses)

- for further studies
 - admission to S6
 - entry into sub-degree programmes
- for work
 - The **Civil Service Bureau** accepts the successful completion of a quality-assured ApL course as comparable to a pass in HKCEE (excluding Chinese Language and English Language) for civil service appointment purpose, subject to the counting of a maximum of two courses.

After NSS

- Recorded on the **HKDSE issued by HKEAA** as elective subjects



Reporting of results

- Recorded in the Hong Kong Diploma of Secondary Education (HKDSE) transcript

Category A	Core & Elective Subjects: <i>Performance Level</i>
Category B	ApL Subjects: <i>Attainment Level</i>
Category C	Other Languages: <i>Grade</i>



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Reporting of results

- Performances will be reported into two levels:

Attained

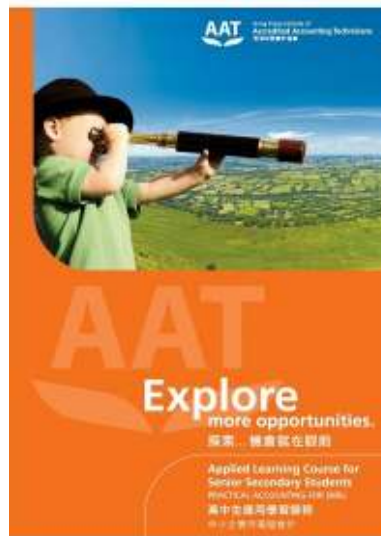
Attained with
Distinction

*Deemed to be comparable
to Level 3 or above in Cat. A
subjects*



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Overview of the HKIAAT ApL course “Practical Accounting for SMEs”





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Course highlights

- Learn basic accounting theory
- Understand accounting operations in **SMEs**
- Grasp how to apply basic accounting knowledge using **computer software MYOB**
- Learn **interactively** (workshops, projects, case studies, presentation and visits)
- Certified Accounts Clerk (**CAC**)

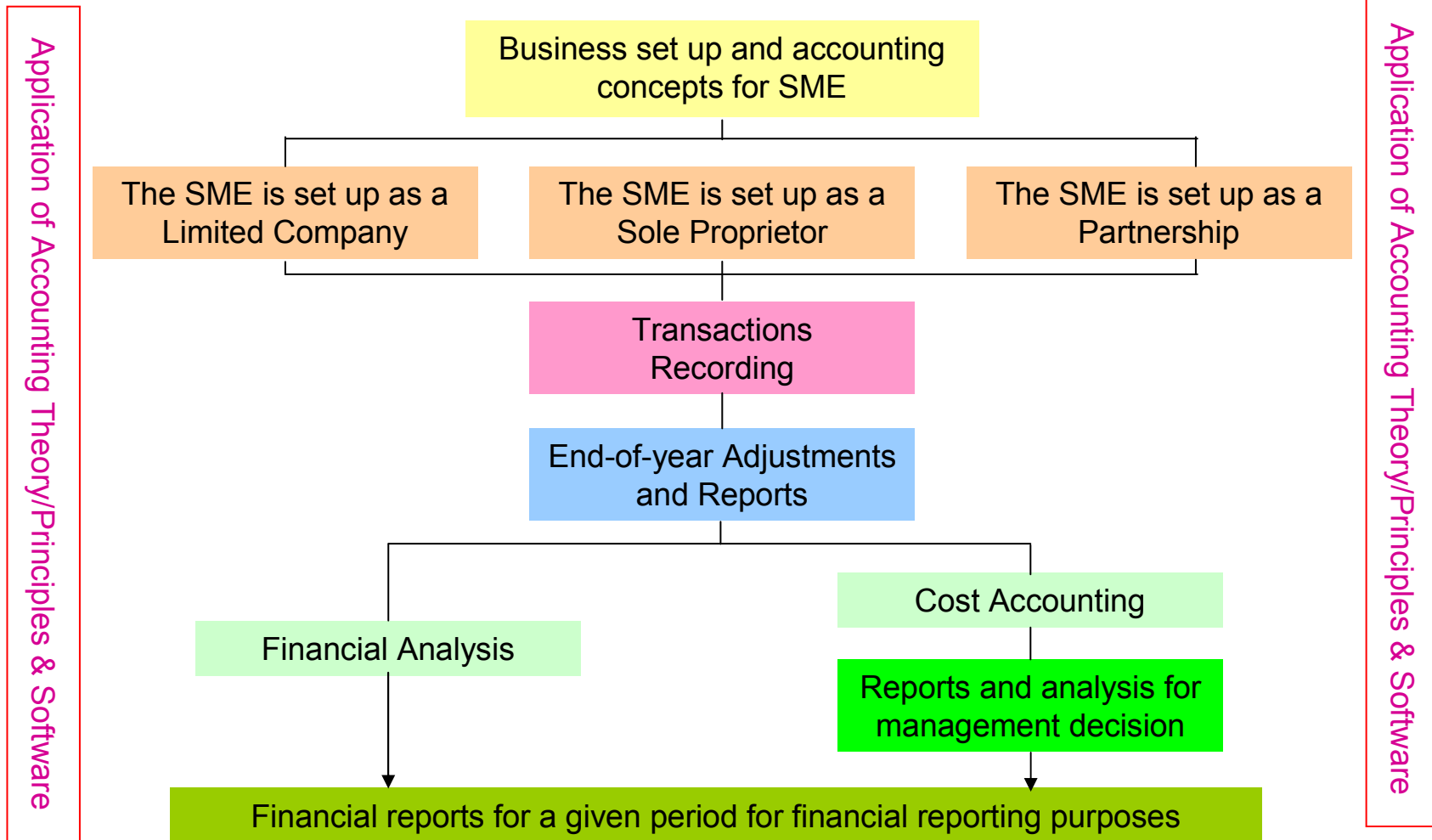


Topic areas

Theme	Contact Hours
Formation of SMEs and Introduction to Accounting	44
Financial Accounting <ul style="list-style-type: none">● Adjustment and error correction● Financial statements and ethical issues● Accounting for different ownerships● Assessment of business liquidity and efficiency	98
Cost Accounting	30
Other Learning Experience (e.g. visits, competition, etc.)	4
Examinations	4
Total	180



Curriculum framework





BAFS Vs ApL – coverage comparison

Syllabus of BAFS	Hours (BAFS)	Hours (ApL)
(I) Compulsory part (108 hours)		
a. <i>Business environment</i>	19	7
b. <i>Introduction to Management</i>	24	0
c. <i>Introduction to Accounting</i>	41	35
d. <i>Basic of Personal Financial Management</i>	<u>24</u>	<u>0</u>
<i>Sub-total</i>	108	42
(II) Elective part (162 hours)		
a. Accounting module;		
i. <i>Financial Accounting</i>	108	102
ii. <i>Cost Accounting</i>	54	28
<u>or</u>		
b. Business Management module	162	0
Others (e.g. examinations and other learning experience)		8
Total course hours	270	180



BAFS Vs ApL – coverage comparison

	BAFS (for accounting module)	HKIAAT ApL
Similar teaching hours	162 hrs	180 hrs
Comparable contents	Financial accounting Cost accounting	Financial accounting Cost accounting
Complementary approach	Theory	Theory + hands-on computerized accounting software applications

HKIAAT ApL is
COMPLEMENT with
BAFS



Statistics highlights

Cohort	No. of enrolments	No. of graduates	Target
2005-07 (piloting)	185	143	Form 4 – 5 students
2006-08 (piloting)	245	158	
2007-09 (piloting)	444	228	
2008-10 (piloting)	476		
Total	1,350	529	
2009	Gap year		
2010-12 (NSS)			NSS 2 – 3 (Former F5 – F6) students



Roles of HKIAAT and course deliverers

HKIAAT

- Development of curriculum
- Setting framework and relevant policies
- Overseeing the overall quality
- Setting qualifications of teaching staff
- Setting, administering and grading common examinations
- Setting and approving the grading of students

Quality assurance



Course deliverers

In accordance with the guidelines laid down by HKIAAT

- Delivery of courses
- Setting and grading ongoing assessment



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Course deliverers

- Caritas Community & Higher Education Service
- CUTW Community College
- Hong Kong College of Technology
- Vocational Training Council

All the above course deliverers are also the approved course providers of the Education Bureau for ApL courses of other study areas



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Qualification of teaching staff

- Hold a degree or higher in an accounting-related discipline or is a member of the HKICPA;
- Hold a post-graduate certificate/diploma in teaching and have at least one year of work experience in secondary school teaching for the two years' experience;
- Have at least two years' teaching/relevant work experience (practical experience in the accounting field is preferable); and
- Hold the “MYOB Accredited Trainer Certificate” and have hands-on experience in Excel.



Co-teaching requirements

Secondary school teachers who have

1. **satisfied the teaching staff requirements;**
 2. **completed the Professional Development Programme** recognized by the HKIAAT; and
 3. observed the delivery of the course for **one year.**
- are eligible to co-teach up to **50%** of **the course**



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Assessment

(1) Ongoing assessment (50%)

- Student participation
- Tests and assignments
- Project
- Set and graded by course deliver

(2) Examination (50%)

- Two **common** examinations set by the HKIAAT

Must pass **BOTH** the ongoing assessment and examination **with a minimum attendance rate of 80%** for successful completion of the course



Why HKIAAT ApL?

Practical approach	<ul style="list-style-type: none">- Easier for students to grasp and understand abstract theories- Lessons are more lively and interesting- Knowledge in accounting software is useful
Complement with BAFS	Students who study BAFS + HKIAAT ApL can reinforce their accounting concepts
Articulation	<ul style="list-style-type: none">- Exemption from AAT Exam Paper 1- Scholarship for outstanding students- Articulation to further studies
Employment (e.g. summer jobs)	Students will be equipped with the basic knowledge and skills in accounting for employment



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Snapshots



Graduation



Learning activities



Site visits



Christmas celebration



Group discussions



Taster programmes

Target	NSS 1 students
Programme outline	(a) One 3-hour workshop on MYOB familiarization at the campus of course deliverers or in secondary schools (b) One 1-hour visit and seminar at HKIAAT
Class size	20 – 25
Training facilities	A standard computer laboratory installed with MYOB Premier Version 10
Fee	Free-of-charge



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Thank you!