



Course Category	Business			
Course Title	Pearson LCCI Level 1 Certificate in Bookkeeping			
Course Code	BS038			
Medium of Instruction	English			
Duration	45.0 hour(s)			
Course Fee	Macao Resident: MOP4,000 Non-Macao Resident: MOP4,000			
Certificate	Students who have obtained an overall passing grade of the course and met the attendance requirement will be issued a course certificate by UTM and a certificate by LCCI. The passing grade for the course is based on the grading system set by LCCI.			
	Course Code	Sub Code	Course Start Date	Course End Date
	BS038	2301	2023/06/05	2023/07/31
Objective	Through this course, students are able to develop an understanding of the basic principles underlying the recording of business transactions and to provide sole traders with invaluable insights into the inner workings of their business.			
Outline	<ul style="list-style-type: none">• The accounting equation• Double-entry bookkeeping• Books of original entry• Bank transactions• Accounting for payroll• Control Accounts• Depreciation• Accruals and prepayments• Income statements• Statements of financial position			
Teacher	Ms. Hun Weng U, Joanne			
Remarks	Last Assessment Date: September 2023			