Expectations mentioned by participants

1. Bridge the gap betweeen theory and practice
2. Prepare management reports from scratch to finish.
3. Preparing financial statements from the scratch - practical aspects of accounting.
4. Books of accounts are supposed to have for them to be able to operate.
5. Record keeping for easy retrieval.
6. How preparation of FS applies to different industries
7. Interpretation of FS to management
8. Using excel to prepare MA and FS.
9. Understanding preparation of SCF
10. Bank recon using MS Excel.

The Basics - 0 to 3 years in practice

S/N	Knowledge Areas	Study material/session	Saturdays	Sundays
1	Introduction to Practical Financial Reporting (PFR)	7th to 21st February	From 11am (duration would be for 3 - 4 hours)	TBD
2	Overview: Functions within a Finance Dept.			
3	Overview of the PFR process/Accounting Cycle in Practice			
4	Tools required in the PFR process - Excel, Accounting softwares etc.			
5	Elements of FS			
6	Introduction to Accounting Standards (as a reference book/tool)			
7	Breaking down each aspect of the PFR process			
	- Contents of financial report			
	- Mapped Trial Balance			
	- GL Management & Review - Schedules			
	- Trial Balance			
	- General Ledger: Double Entry in practice & supporting docs			
	- Chart of Accounts			
8	Complimentary knowledge areas & the role of checklists			
9	The need to understand conceptual framework, IASB and basic IFRSs			
10	Leveraging AI in FR: Prompt engineering (Beginner)	22nd February		

Practice period	**March & April 2026 (2-months)**

Intermediate knowledge areas - 4 to 7 years in practice

S/N	Knowledge Areas	Study material/session	Saturday & Sunday
1	Introduction to FR controls.	May	Same as timetable for the Basics
4	Using audit assertions to determine FR controls		
5	GL Management using audit assertions		
7	Preparing financial reports & setting up reporting timetables		
10	Tips for leading in Financial Reporting		
11	Leveraging AI in FR: Prompt engineering (Intermediate)		
12	FS Analysis & FR with an entreprenueurial mindset		

Practice period	June and July