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Guide students through the new
syllabus with a full-colour, revised

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edition of a well-known and trusted title, and prepare them for post-secondary and professional studies in Accounting. - Ensure students understand a range of theoretical and practical techniques used in accounting. - Enable students to

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participate more effectively and responsibly in today's business environment and improve management of budgeting, savings and investment. - Navigate the revised syllabus with ease with a book matching the structure and

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coverage, as well as including a detailed section on the Student Based Assessment with an annotated example to help students when planning their own.

- Prepare for examinations with the 'Helpful hints' feature, containing

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study tips, practice tips and examiner tips; practice questions are also included in the Student eTextbook. - Make topics relatable with case studies included. BPP Learning Media delivers a range of accessible and focused

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study materials covering AAT's QCF standards. Our paper materials and online equivalents will help ensure you are ready for your assessments and prepared for your career in accounting.

Double-entry accounting can be

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easy if it's explained well, and Mastering Book-keeping does just that. Now in its updated 8th edition, this popular book has helped thousands of people to get to grips with book-keeping. It explains the principles and practice

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of book-keeping sequentially, and includes: - The daybooks and ledger accounts - End of year accounting - Sole proprietorships, limited companies, partnerships and not-for-profit organisations - Using computers for accounting -

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Accounting for VAT - Progressing to more advanced management accounting - The implications of the Data Protection Act 1998 on book-keepers Plus step-by-step guides to compiling a balance sheet, depreciation, accounting for

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bad and doubtful debts, and much more. Everything is made clear with easy-to-follow explanations. Typical transactions are illustrated throughout to make the information even easier to understand. This book is suitable

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for those preparing for the examinations of ICB, AAT, IAB, OCR, AQA and all other courses in book-keeping and accounts.
Book-keeping and Accounts
Auditing and Attestation
Mastering Book-Keeping

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Principles of Accounts for the Caribbean: 6th Edition

AAT Level 1

Mastering Bookkeeping, 10th Edition

Value Added Tax (VAT) and Corporation Tax raised around

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£120 billion in revenue in 2005-06. Some 1.8 million businesses are registered for VAT and 1.8 million companies registered to file Company Tax returns, which cover their liability for Corporation Tax.

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This report examines the performance of HM Revenue & Customs in securing and processing VAT and Company Tax returns from businesses which should submit them. It covers: getting the returns in

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on time; efficiency in dealing with the returns; customer service and the compliance burden on businesses making returns. Over the last three years the number of Company Tax returns filed on time has

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remained broadly stable at 77 to 79 per cent and VAT return compliance rate has stabilised at 85 per cent. The Department does not have readily available information on the total number of

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Company Tax returns outstanding from all previous years. It also does not know the potential tax liability arising from all missing returns. At least £1.5 billion of tax is in doubt from late and

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non-filed VAT and Company Tax returns. The level and the way in which penalties are applied for late filing for the two tax returns has not proved effective in further improving compliance. The report finds

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online filing of returns could improve efficiency, and welcomes reduction in staff costs and improvements in customer service. The NAO make a number of recommendations, which may

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be implemented quickly and at low cost, aimed at yielding efficiency savings, reduce tax at risk, and improve the Department's progress towards its targets.

This Study Text and Exam

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Practice Kit is produced by our expert team of AAT tutors. Our team have extensive experience teaching AAT and writing high quality study materials that enable you to focus and pass your exam. This

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study text and exam practice kit covers all aspects of the syllabus (AQ2016) in a user friendly way and builds on the understanding of each chapter by including real style exam activities for you to

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practice. We also sell FIVE AAT 'real style' exam practice assessments for this subject to give lots more exam practice and the very best chance for exam success. Visit www.acornlive.com/aat-home-study/ to

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purchase AAT study text and exam practice kits or FIVE real style AAT mock practice assessments. Please contact safina@acornlive.com if you have any questions. MarZar Ltd Now going into its 9th edition,

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the successful textbook Book-keeping and Accounts is a vital guide for students undertaking studies of book-keeping and accounting for the first time. Through its gradual introduction of topics,

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explanation of technical terminology in a clear, easy to understand way, this text provides an accessible and reliable guide for any student in their undergraduate career. New to this edition: • Fully

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compliant with International Financial Reporting Standards (IFRS), with current IFRS terminology. • Questions and exercises to test your understanding and help with revision. • Selected chapters

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amended and re-structured. • Full explanation of HMRC changes in VAT relating to cash discounts. • Illustrations and diagrams to help explain key concepts. • Updated 'learning objectives' and

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‘chapter summaries’, to reflect developments in the financial environment · Easy to understand to double entry book-keeping using the ‘IN’ and ‘OUT’ approach. With its highly regarded authorship

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this text is used by lecturers for teaching students undertaking the following qualifications and examinations; Association of Accounting Technicians (AAT), International Association of

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Book-keepers (IAB), A Level Accounting, Oxford Cambridge and Royal Society of Arts (OCR), and as a general foundation text for personnel employed in the accountancy profession. Accompanying the

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text is a collection of resources to support both lecturers and students which can be found at www.pearsoned.co.uk/wood -
For instructors : Solution's manual, and Powerpoint slides
- For students : Opportunities

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**to practise and additional
support with our companion
website**

**Business Periodicals Index
Your Professional Qualification
Accountancy
British Qualifications**

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Terms, Concepts, Processes, and Regulations

HM Revenue & Customs

This book is suitable for those preparing for the examinations of ICB, AAT, IAB, OCR, AQA and all other courses in computerised

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accounting. Learning computerised book-keeping skills is very different from manual accounting. It can seem more like learning computer studies than book-keeping, and it is often difficult to connect it with what

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may have been previously learned in manual book-keeping. In this book Dr Marshall resolves this problem with the same skill and insight that made his book on manual book-keeping, *Mastering Book-keeping*, so useful to readers

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over the years. Deliberately constructing a clear and continuous bridge between the methods so that the student never loses sight of the double entry concept, he presents the material in a way that makes computerised

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book-keeping clear and easy to understand.

Aimed at non-accounting management students, this textbook offers a thorough introduction to management accounting, approaching the

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subject from a managerial perspective, without sacrificing accuracy or detail.

The bookkeeper needs a comprehensive knowledge of the practical aspects of accounting. This means understanding how to

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issue billings, process cash receipts, calculate depreciation, construct a chart of accounts, value inventory, pay employees and suppliers, file tax returns, and produce financial statements. The Bookkeeping Guidebook covers all

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of these topics and more with dozens of examples, as well as forms, templates, and references to the author's popular Accounting Best Practices podcast.

Whitaker's Books in Print
Fraud Examination

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Advanced Certificate in
Procurement and Supply
Operations
2015 Edition

Financial Accounting & Reporting
Computers and Automation
Timed to coincide with the ICC

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Cricket World Cup 2003 in South Africa this book begins with an account of the 2003 final in Johannesburg. Edward Griffiths then goes back to the beginning - the genesis of the one-day game with the launch of the Gillette Cup

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in 1963 and traces the development of the game over four decades.

There are some accounts of the first and subsequent Cricket World Cup tournaments which highlight the changes in the game over the years, heroic performances,

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triumphs and defeats.

The book explains the principles and practice of bookkeeping sequentially, including:

- The bank reconciliation
- Writing up the petty cash book
- Extracting a trial balance
- Accruals and prepayments

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- Setting up a limited company
- Accounting for VAT Plus step-by-step guides to compiling a balance sheet, depreciation, accounting for bad and doubtful debts and much more. The 10th edition also includes significant enhancements

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to reflect the teachings of the principle bookkeeping institutes as they endeavour to raise the professional competence of their members. For example, accounting staff are increasingly being required to extend their record keeping into

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management accounts areas. The new edition includes chapters on stock control and budgetary control accounting. In addition, it will include more detailed guidance on the significance and importance of ratio analysis and statements of

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sources and application of funds, plus the latest available IAB and ICB exam papers.

This study guide for the elective module Socially Responsible Warehousing and Distribution (L3M6) forms part of the CIPS

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Level 3 Certificate in Procurement and Supply Operations qualification. The study guide follows the syllabus guide with a chapter dedicated to each of the learning outcomes. On completion of this book you will: understand the

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concepts of sustainability and corporate social responsibility (CSR); understand environmental impacts; understand methods for the storage and movement of inventory.

Fourth Edition: A Financial and

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Managerial Accounting Reference
A Practitioner's Guide
Study Text and Exam Practice Kit
(AQ2016)
Bookkeeping Guidebook
Accountants' Guidebook
Secondary School Social Studies

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British Qualifications A Complete Guide to Educational, Technical, Professional and Academic Qualifications in Britain Kogan Page Publishers

An essential teaching text for the AAT Level 2 Certificate in

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Accounting, 'Computerised Accounting'. Written in a clear, easy-to-understand style, the text is written closely to the syllabus and contains Case Studies, Key Terms, Activities and answers. The Credit & Collection

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Guidebook shows how to achieve a balance between more sales and a reasonable amount of bad debt by focusing on the design and management of the credit and collection functions. The discussion ranges from the

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structure of specific jobs to the full range of collection and litigation tactics that can be used to collect money from customers. Other topics include procedures and controls, credit rating systems, skip tracing, and credit

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risk reduction.

Computers and People

Auditor's Dictionary

Cost and Management

Accounting

Payroll Management

Management Accounting for

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Business Decisions

Cost Accounting Fundamentals

In a single volume, the new edition of this guide gives comprehensive coverage of the developments within the

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fast-changing field of professional, academic and vocational qualifications. ; Fully indexed, it provides details on all university awards and over 200 career

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fields, their professional and accrediting bodies, levels of membership and qualifications, and is a one-stop guide for careers advisors, students and parents. It should also

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enable human resource managers to verify the qualifications of potential employees. The purpose of this notebook is to assist educators who are

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designing and implementing inservice education programs to facilitate the effective use of computer integrated instruction (CII) in schools. It is divided into the following

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five sections: (1) Effective Inservice (a brief summary of inservice literature focused on inservice dimensions and design principles); (2) Background Information (an

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overview of computers in education and a discussion of the roles of computers in problem solving); (3) Initiating/Planning an Inservice (suggestions for preliminary planning and

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activities and a sample timeline for those activities); (4) An Eight-Session Social Studies Inservice (2-hour sessions cover an introduction to databases, database

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management systems, making your own database, an introduction to computer simulations, another simulation, teacher productivity tools, graphing to represent

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data, and problem solving, telecommunications, and closure); and (5)

Instruments and Evaluation (a variety of instruments for needs assessment, formative evaluation, and

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summative evaluation).
Each 2-hour science
inservice session contains
some or all of the
following: narrative
overview, script (topics,
objectives, materials,

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activities), timeline, handouts, and readings. References are listed throughout the notebook and a software bibliography is included in section 4. (DB)

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Cost accounting is an essential management tool that can uncover profitability improvements and provide support for key business decisions.

Cost Accounting

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Fundamentals shows how to improve a business with constraint analysis, target costing, capital budgeting, price setting, and cost of quality analysis. The book also

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addresses the essential tasks of inventory valuation and job costing, and shows how to create a cost collection system for these activities. In short, this book contains

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the essential tools needed to foster more profitable decision-making by management.

Socially responsible warehousing and distribution. Level 3

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Bisk Cpa Review

Sixth Edition: Essential
Concepts and Examples

A complete guide to the
principles and practice of
business accounting

A Complete Guide to

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Educational, Technical,
Professional and Academic
Qualifications in Britain

*Class-tested and coherent, this
textbook teaches classical and web
information retrieval, including web*

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search and the related areas of text classification and text clustering from basic concepts. It gives an up-to-date treatment of all aspects of the design and implementation of systems for gathering, indexing, and searching documents; methods for evaluating systems; and an introduction to the

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use of machine learning methods on text collections. All the important ideas are explained using examples and figures, making it perfect for introductory courses in information retrieval for advanced undergraduates and graduate students in computer science. Based on feedback from

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extensive classroom experience, the book has been carefully structured in order to make teaching more natural and effective. Slides and additional exercises (with solutions for lecturers) are also available through the book's supporting website to help course instructors prepare their lectures.

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The accountant is responsible for many activities, which may require years of training and experience to fully comprehend. The breadth of knowledge required can seem overwhelming. The Accountants' Guidebook is designed to simplify matters by providing the accountant

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with a practical knowledge of how to complete many accounting tasks, while also imparting an understanding of the more critical accounting standards. Topics covered include accounting procedures, GAAP for common transactions, closing the books, producing financial statements

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and other reports, collection tactics, payroll management, budgeting, and much more. In short, this is the essential desk reference for the accountant.

June issues, 1955- contain Computer directory, 1955-

Introduction to Information Retrieval

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A Guide to Professional Qualifications in the UK - Where They Lead and How to Get Them

Filing VAT and company tax returns

Computer Integrated Instruction

Inservice Notebook

Computerised Book-Keeping

West Africa

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An essential text for the AAT Level 2 Certificate in Accounting Computerised Accounting. This text contains practice examinations with answers, helping the student to prepare for the exam.

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The fully revised and updated Third Edition of this textbook provides an accessible introduction to accounting for students coming to the subject for the first time. It embraces the basic techniques and underlying

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theoretical concepts in accounting and shows how these are applied in various circumstances. This New Edition incorporates major changes which improve and update the previous edition. It can be easily used by students

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working on their own, as well as in a classroom environment. It provides: - Fully illustrated & worked examples - Student Activities - End of chapter questions, many of which have been taken from major accounting

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examination bodies. -The solutions to all activities are given at the end of each chapter, and answers to the end of chapter questions are also supplied. Introduction to Accounting is an essential textbook for undergraduate

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accounting students. It is designed to meet the needs of both the non-specialist and those intending to specialise in accounting at undergraduate and also postgraduate levels. The Solutions Manual will be available

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via the SAGE website.

In a single volume, the new edition of this guide gives comprehensive coverage of the developments within the fast-changing field of professional, academic and vocational

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qualifications. Fully indexed, it provides details on all university awards and over 200 career fields, their professional and accrediting bodies, levels of membership and qualifications. It lists all degree and postgraduate awards from all

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UK universities and colleges, and includes website addresses for each establishment.

Credit & Collection Guidebook

AAT Level 2 Bookkeeping

Transactions

The New York Times Index

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Business Accounting 1
Introduction to Accounting
AAT Advanced Diploma in Accounting

What is the difference between an academic and professional qualification? Who should get a

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professional qualification? Did you know that some professions can not be legally practised with a degree alone? Why get a UK qualification? Is it expensive to gain a British qualification? What is a chartered institute or society, and is it better than

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a non-chartered body? What is the difference between a professional body and a trade union? These are all questions answered in this book which is designed to help individuals choose a career path and the right professional organisation. In today's world it isn't

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enough to have a qualification, you need to be able to meet with peers and use the valuable networks that are already in place to foster your profession. Your Professional Qualification provides a comprehensive survey of the

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qualifications available in the UK along with guidance on where they lead, entry requirements, where to apply and where to study. Derived from the vast and authoritative British Qualifications database, this important publication provides the first easily

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accessible guide to qualifications and how to get them in the UK. Built around a comprehensive directory of professional qualifying bodies each professional area is described in depth and its qualifications identified and explained. The book is supported by a

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simple website, which ensures purchasers of the book are kept up-to-speed with new developments.

The Dictionary of Auditing is a one-stop resource for key auditing terminology, concepts, and processes essential to auditors and of increasing

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interest to those that work with them. Covers key regulatory developments such as Sarbanes Oxley and provides links for further reading.

This international best-seller provides a clear and accessible introduction to cost and management accounting. Colin

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Drury's renowned authoring expertise blends theory and practice and the text encompasses all the basic topics needed on an introductory course. Now in its seventh edition, Cost and Management Accounting has been carefully updated to ensure it precisely fits the latest

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course and examination requirements. New to this edition: new and revised Real World View mini case studies; thorough stylistic overhaul to offer greater clarity and accessibility; and, all theory and applications fully revised and updated throughout.

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Frank Wood's Business Accounting
Volume 1

Indirect tax FA 2020. Level 3

Computer Accounting Systems
Workbook

Computerised Accounting Tutorial
The world's best-selling textbook on

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book-keeping and accounting, Business Accounting Volume 1 continues to provide an indispensable introduction for students and professionals across the globe. It is renowned for clarity, with easy-to-understand language and a plethora of examples to aid your understanding.

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The 12th edition is updated to be fully compliant with International Financial Reporting Standards (IFRS). Other updates include new coverage of professional ethics, disaster recovery, and over 70 new examples to test your understanding. 'A benchmark for all accounting books.' Sarah Knight,

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*former Finance Courses Coordinator,
Huntingdonshire Regional College 'The
writing style of the book is "spot-on"
and just the right tone – well done! I
consider all chapters to be at the
appropriate level, very practical and
structured in manageable "bite-sized"
chunks.'* Alison Fox, Lecturer,

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University of Dundee This title can be supported by MyAccountingLab, an online homework and tutorial system designed to test and build your students understanding.

MyAccountingLab provides a personalised approach, with instant feedback and numerous additional

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resources to support their learning. For students · A personalised study plan · Worked solutions showing them how to solve difficult problems · An eText for quick reference · Case studies to help them apply what they've learned · Audio animations and videos Use the power of MyAccountingLab to

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accelerate your students learning. Payroll Management reveals how to manage time tracking, payroll processing, and paying employees, while also describing the United States payroll regulations and reporting requirements related to compensation, benefits, payroll taxes, and tax

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remittances. There are chapters dealing with payroll accounting and how to set up a system of procedures, controls, and recordkeeping. Payroll Management is updated annually for the latest payroll regulations.