



Business & Computing Examinations (BCE) LONDON (UK)

Computerised Accounting Qualification Analysis & Occupational Outlook

The development of BCE qualifications includes extensive market research from the following sources:

- Analysing data from BCE Centre Annual Programme Reports
- Enquiries received from different stakeholders
- Email survey from BCE centres
- Questionnaire survey from BCE learners
- BCE discussions and feedback from potential employers

BCE Centre learners are 18+, classified as follows:

- Holders of GCSE intending to obtain a qualification for employment or further education
- Those already in employment furthering their knowledge for promotion or to venture into new fields
- Companies approaching BCE directly or Centres for in-house training
- Those looking for career change
- Mature adults with no formal qualifications

QCF Level 5 Diploma in Computerised Accounting (114 Credits)

Computers are making basic accounting lessons almost nonexistent, and the general tasks for accountants are shifting into a new direction with different standards, formats, and guidelines. Accounting packages are designed to manage much of the manual work once needed for data management, reporting, and recordkeeping. Hence learners who pursue a Level 5 Diploma in Computerised Accounting have a significant advantage.

Why does the qualification exist – Computers are now used in every field and accounting is no exception.

How does it fit into the larger programme – The most used accounting packages are Excel, Quickbooks and Sage. Covering all three programmes give learners an opportunity in gaining employment.

For who it was designed – The qualification is designed for those with accounting background interested in learning computerised accounting packages.

How it will benefit learners – A combination of Excel, Quickbooks and Sage offer flexibility, giving learners many options to choose from.

Unit	Pre-requisite	Core-requisite	Guided Learning Hours (GLH)	Number of Credits
Windows Operating System	Computer basics.	A pass or higher in Certificate in Information Systems.	190	19
Accounting Information System	Knowledge of accounting and basic computing	A pass or higher in Diploma in BA & Computer Systems or equivalence.	190	19
Excel Accounting	Knowledge of basic computing.	A pass or higher in Diploma in BA & Computer Systems or equivalence.	190	19
Quickbooks Accounting	Knowledge of accounting and basic computing	A pass or higher in Diploma in BA & Computer Systems or equivalence.	190	19
Sage Accounting	Knowledge of accounting and basic computing	A pass or higher in Diploma in BA & Computer Systems or equivalence.	190	19
Coursework (Project) for all units			190	19

Rules of combination:	All units are mandatory
Age Group:	18+
Qualification Type:	Vendor/Industry

Accounting Occupational Outlook

Employers expect college graduates to be good learners, to think critically and solve problems, to communicate clearly, to be self-directed, and to work well with others. The new workplace also requires people to be knowledgeable in accounting and be able to search out and apply accounting procedures from many sources.

Taxes are one of the certainties of life, and as long as governments collect taxes, there will be jobs for tax examiners, collectors, and revenue agents. By reviewing tax returns, conducting audits, identifying taxes payable, and collecting overdue tax amount, these workers ensure that governments obtain revenues from businesses and citizens. An accounting qualification offer learners a chance to learn the key skills and fundamental formulas for financial accounting.

Job Description and Responsibilities

An accounting qualification can lead towards Financial Accounting and Management Accounting Supervisor positions, as well as a variety of analyst and consultant positions within the industry. Accountants are usually involved with a variety of projects and assignments including:

- Working with a team of financial managers, representatives, and certified accountants
- Keeping records accurate and reporting information to necessary departments
- Taking part in auditing, tax, and consulting activities
- Advising on tax and treasury issues
- Preparing financial management reports, including financial planning and forecasting
- Producing reports and recommendations following internal audits or public sector 'value for money' audits
- Preparing financial statements, including monthly and annual accounts
- Preparing non-cash journal
- Reviewing financial statements
- Correcting and reporting tax information
- Interpreting and reviewing financial systems and processes
- Evaluating costs and performance for specific departments
- Verifying the accuracy of reports
- Analysing and devising budgets
- Making recommendations for reaching financial goals
- Performing audits and other quality control measures as directed by the organisation

Accounting careers can branch out into various departments and sectors within the industry. These are:

- Public Accountant
- Management Accountant
- Internal /external auditor

Completing the Level 5 and Level 6 Diplomas offer flexibility and many options to grow within a particular field. Almost 10% of accountants become self employed and manage their own firm or business.

Accounting Career Options

With an accounting qualification, one can work as a:

- Public Accountant
- Bookkeeper
- Financial Accountant Assistant
- Management Accountant
- Industrial Accountant
- Corporate Accountant
- Personal Financial Advisor
- Auditor
- Management analysts
- Financial analysts
- General Ledger Accountant
- Legal Auditor
- Accounting Services Manager
- Accounting Technician

Many accountants choose to pursue a role as a personal financial advisor, as this involves making use of accounting and tax knowledge, developing budgets, and managing assets for one or more clients.

Accounting Career Earning Potential and Employment Prospects

Learners with an accounting qualification can look forward to favourable employment prospects within the financial management industry. Accounting careers are expected to grow faster than average for the next 10 years, and an accounting education can be a lifelong growth opportunity to acquire new skills, stay up to date on the latest developments, and provide additional experience. National changes in standards and guidelines are

largely attributed to the change in technology, and accounting learners who learn computer key skills and computer programs during their accounting training will have the most advantages.
Average annual salary for auditors and accountants is £25,770.