

ACCA Accountant in Business (FAB/AB, was F1) Study Planner - For BPP Learning Media Study Text

Week	BPP Textbook Chapter Number	BPP Textbook Chapter	Supplementary Readings	Chapter reference in Supplementary Notes by Got it Pass	✓ if finish
1		Introduction			
1	1	Business organisations and their stakeholders	Not-for-profit organisations (1)	1	
			Not-for-profit organisations (2)	2	
			Communicating core values and mission	15	
1	2	The business environment			
1	3	The macroeconomic environment			
2	4	Microeconomic factors	Introduction to microeconomics	3	
2	5	Business organisation, structure and strategy	Organisations	5	
			Mintzberg's theory on organisations	4	
3	6	Organisational culture and committees	The role of marketing	6	
			Corporate Governance - The board of directors and standing committees	7	
3	7	Corporate governance and social responsibility	Corporate Governance - The board of directors and standing committees	7	
4	8	The role of accounting			
4	9	Control, security and audit	Internal controls	8	
4	10	Identifying and preventing fraud			
5	11	Leading and managing people	Theories of leadership style	9	
5	12	Recruitment and selection			
6	13	Diversity and equal opportunities	Equal opportunities	10	
6	14	Individuals, groups and teams	The importance of teams	11	
7	15	Motivating individuals and groups	Understanding Herzberg's motivation theory	12	
			Let's get motivated	13	
7	16	Training and development			
8	17	Performance appraisal	Understanding the importance of appraisals	14	
8	18	Personal effectiveness and communication			
8	19	Ethical considerations	A question of ethics	16	
9	Revision - Practice Questions in 1) BPP Practice and Revision Kit; and 2) Got it Pass Practices Section - https://www.gotitpass.com/acca-f1-practise-index				
10	Revision - Practice Questions in 1) BPP Practice and Revision Kit; and 2) Got it Pass Practices Section - https://www.gotitpass.com/acca-f1-practise-index				
11	Revision - Practice Mock Exams at https://www.gotitpass.com/acca-f1-mock-exam-index				
12	Revision and Final Preparation				