



# Textbook List

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## FNS40615 Certificate IV in Accounting Accelerated Evening Programme Southbank Campus - Semester 1 – 2016

Competency Code	Competency Name	Text Book Title	Approx Cost
BSBFIA401	<b>Prepare Financial Reports</b>	<b>Accounting Principles e12</b> By Collins & Duncan  ISBN: 9781876124922 (Learn Now Publications)	N/A
FNSACC301	<b>Process Financial Transactions &amp; Extract Interim Reports</b>		
FNSACC302	<b>Administer Subsidiary Accounts &amp; Ledgers</b>		
FNSACC402	<b>Prepare Operational Budgets</b>	<u><a href="#">Budgeting e3</a></u> By Banks & Gilberti ISBN: 9780070172555 (McGraw Hill)	\$70.00
FNSACC404	<b>Prepare Financial Statements for Non-Reporting Entities</b>	<u><i>Optional:</i></u> <u><a href="#">Prepare Financial Statements for Non-Reporting Entities e5</a></u> By Dumbrell & Walsh ISBN: 9781876124502 (Learn Now Publications)	\$77.00
FNSACC406	<b>Set Up and Operate a Computerised Accounting System</b>	<b>TBA</b>	
FNSBKG404	<b>Carry Out Business Activity &amp; Instalment Activity Tasks</b>	<u><a href="#">Carry Out BAS &amp; IAS Tasks e7</a></u> By Charles & Deaner ISBN: 9781876124915 (Learn Now Publications)	\$60.00
FNSBKG405	<b>Establish &amp; Maintain a Payroll System</b>	<b>Payroll Accounting e7</b> By Collins & Pazmandy ISBN: 9781876124939 (Learn Now Publications)	N/A
FNSINC401	<b>Apply Principles of Professional Practice to Work in the F.S.I</b>	<u><a href="#">Principles of Professional Practice e7</a></u> By Long, Aitken, Seddon & Torres ISBN: 9781925433005 (Learn Now Publications)	\$44.00

***Revised 11/04/2016 - Costs are correct as at time of printing and are subject to change by publishers. TAFE Queensland accepts no liability for changes to textbook pricing.***

**Books can be purchased**

1. Online via <http://www.qtw.com.au> or
2. By phoning 1800 611 300 or
3. In person from the campus bookshop, at the Brisbane North Institute of TAFE either Bracken Ridge Campus - Block D, 157 Norris Rd, Bracken Ridge or Caboolture Campus - Block B, Tallon Street, Caboolture.



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