

## Diploma of Accounting Semester 2, 2016 - Maroochydore

Unit Code	Unit/Cluster Name	Textbook	Approx Cost
BSBACC301A	Process financial transactions & extract interim reports	<a href="#">SW Accounting &amp; Bookkeeping – Principles &amp; Practice</a> By Willis ISBN: 9780071013932 (Pearson Education)	\$94.00
FNSFIA401A	Prepare financial reports		
FNSBKG404A	Carry out BAS & IAS tasks	<a href="#">Carry Out BAS &amp; IAS Tasks using MYOB v19.10</a> By Brown ISBN: 9781922241788 (Software Publications)	\$45.00
FNSBKG405A	Establish & maintain a payroll system	<a href="#">Establish &amp; Maintain a Payroll System using MYOB v19.10</a> By Brown ISBN: 9781922241764 (Software Publications)	\$50.00
BSBITU402	Develop and use complex spreadsheets	<a href="#">Develop and Use Complex Spreadsheets Excel 2010</a> ISBN: 9781921721854 (Watsonia Publishing)	\$37.00
FNSACC501	Provide financial and business performance	<a href="#">Financial Management – Principles &amp; Applications e5 Rev</a> By Wilson, Keers, Medien & Walters ISBN: 9781442525153 (Pearson Australia)	\$97.00
FNSACC507	Provide management accounting information		
FNSACC502	Prepare tax documentation for individuals	<b>Prepare Tax Documentation for Individuals e13</b> by Baker, Cliff & Deaner (Only available direct from publisher).	
FNSACC503	Manage budgets and forecasts	<a href="#">Budgeting: A Practical Approach</a> By NIA ISBN: 9781442517035 (Pearson Australia)	\$76.00
FNSACC504	Prepare financial reports for corporate entities	<b>Prepare Financial Reports for Corporate Entities e3</b> (Only available direct from publisher).	
FNSACC506	Internal control procedures	<a href="#">Internal Controls and Corporate Governance e3</a> By Leeson, Di Sisto and Flanders ISBN: 9781442504660 (Pearson Australia)	\$82.00
FNSACC507	Provide Management Accounting Information	<a href="#">Management Accounting: Principles &amp; Applications e5</a> By Hart & Wilson ISBN: 9781442549074 (Pearson Australia)	\$95.00

### SUGGESTED BOOKSELLER:

Revised 24/06/2016 - Prices are correct at time of publishing and are subject to change by publishers.

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1. online via <http://www.qtw.com.au> or
2. by phoning 1800 611 300 or
3. in person from the campus bookshop, at TAFE Queensland Brisbane either

Bracken Ridge Campus - Block D, 157 Norris Rd, Bracken Ridge or  
Caboolture Campus - Block B, Tallon St.  
Mooloolaba Campus – Lady Musgrave Drive, Mountain Creek

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