Businessmaker® ACADEMY

TRAINING INVITATION

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Dear Valued Client,

Greetings from Business Maker Academy, Inc.----a training center for business, finance, human resources & leadership that has served more than 150,000 clients since 2003 and is an accredited learning institution of the Civil Service Commission (CSC) & PHILGEPS.

You are cordially invited you to attend our training program on:

FINANCIAL STATEMENT PREPARATION ESSENTIALS
Date: _____
Time: _____

Attached below are the Registration Form & the Course Brochure. We look forward to a fun and rewarding learning experience with you. Feel free to contact us for any questions or clarifications.

Thank you very much,
BMA Management

REGISTRATION FORM

Please submit via: Email to info@businessmaker-academy.com | Viber: (0912) 2231826

Booking Officer Name: _____
Position: _____
Company: _____
Company TIN: _____
Industry: _____
Tel No: _____
Cel No: _____
Email Address: _____

Total Number Attendee(s) for Enrollment: _____
Note: Please indicate full name below:

Attendee 1: _____
Cel No: _____
Email Address: _____

Attendee 2: _____
Cel No: _____
Email Address: _____

Attendee 3: _____
Cel No: _____
Email Address: _____

Attendee 4: _____
Cel No: _____
Email Address: _____

Attendee 5: _____
Cel No: _____
Email Address: _____
(More than 5 participants, pls attach extra sheet)

Would you like to request for billing statement? ☐ Yes ☐ No
How did you find us? _____
Use Promo Code: _____

ENROLLMENT DETAILS

SCHEDULE:
- Pls visit https://businessmaker-academy.com/training-schedule/

WEBINAR:
- Duration: 2 sessions x 4 hrs.
- Time: AM Sched: 8:30am to 12:30pm
  PM Sched: 1:30 to 5:30 pm
- Venue: Zoom

SEMINAR:
- Duration: 2 days x 8 hrs
- Time: 9am to 5pm
- Venue: 1606B & 1607A West, Tektite Towers, Exchange Rd., Ortigas Center, Pasig City Philippines

TRAINING FEE:
- Webinar Fee = Php 4500+VAT
- Seminar Fee = Php 8500+VAT

MODE OF PAYMENT:
☐ Bank Deposit:
Account: Business Maker Academy, Inc.
BPI SA# 4013-0306-64
BDO SA# 000-280-622-422
Landbank CA# 3732114830
☐ Paypal: pls contact us
☐ Dragonpay: pls contact us
☐ Gcash: pls use QR code below



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www.businessmaker-academy.com ▪ www.hrclubphilippines.com

Businessmaker® ACADEMY

TRAINING INVITATION



FINANCIAL STATEMENT PREPARATION ESSENTIALS

"A Workshop On Preparing Audit-Ready Financial Statements Using Appropriate PFRS"

Seminar: 2 days x 8 hrs. (total of 16 hrs)
Webinar: 2 sessions x 4 hrs. (total of 8 hrs)

COURSE DESCRIPTION:

This training builds Financial Statement preparation skills from the ground up, covering the accounting cycle and the PFRS rules on recognition, valuation, measurement, and presentation that govern every component and every major accounts, notes, and disclosures. FS preparation is a separate and distinct discipline that should be prepared by the management before an audit begins. The course is designed for accounting and finance professionals, bookkeepers, and business owners who want to move beyond bookkeeping into preparing an audit-ready FS by themselves, one that holds up as defensible under both SEC and BIR compliance audits. The course is scoped specifically to PFRS for Small and Medium-sized Entities (SMEs) and PFRS for Small Entities (SE), the two frameworks that govern the majority of Philippine businesses.

WHO SHOULD ATTEND:

This training is ideal for accounting and finance professionals, bookkeepers, compliance officers, business owners, and accounting students seeking a practical, hands-on grounding in Philippine financial statement preparation under PFRS for SMEs and PFRS for SE.

LEARNING OBJECTIVES:

By the end of the course, participants will be able to:

1. Distinguish between the Philippine financial reporting frameworks & identify how it applies to a given business entity
2. Explain the accounting processes & the underlying components of a Financial Statement.
3. Prepare a complete set of Financial Statements, from the ground up through to a final audit-ready reporting package
4. Apply presentation, measurement, recognition, & derecognition rules to key Financial Statement accounts
5. Draft the notes & disclosures required for an SEC- and BIR-compliant Financial Statement package
6. Evaluate a completed set of Financial Statements against the SEC's most common audit observation findings

COURSE TOPIC HIGHLIGHTS:

1. Why Budget: Planning, Control and Accounting basics & the five FS components
2. The accounting cycle
3. Core business processes
4. Recognition & matching principles
5. The four-tier SEC classification
6. PFRS for SMEs vs. PFRS for SE
7. Types of Audits vs. Compilation services
8. Requirements for an independent audit
9. FS Presentation & the Notes Framework
10. Key Asset Accounts
11. Key Liability and Equity Accounts
12. Key Financial Performance Accounts
13. SEC findings and common errors
14. Workshop: design your Working Paper
15. Workshop: build a complete FS
16. Workshop: review a sample AFS Pack

TRAINING INCLUSIONS:

- Live Webinars are conducted via Zoom and includes eCertificate of Completion. Printed Certificates may be requested with minimal processing fee of Php100 plus shipping fee.
- Live Seminars are conducted at BMA Training Center and includes: Certificate of Completion, Seminar Kit, Meals and Drinks. Plus: non-transferable one-time refresher seminar session within one year.

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