

# Handling Full Sets of Account: A Practical Approach

18 & 19 November 2026  
9.00am - 5.00pm | GMT +8



Concorde Hotel, KL  
Zoom Platform

## WHY YOU SHOULD ATTEND

This 2-day training will help participants to gain practical knowledge of recording, recognition, measurement, adjustment and presentation, while learning how to deal with common accounting areas such as bank reconciliation, cash books, payroll, doubtful and bad debts, loans, depreciation, fixed asset disposal, inventory, foreign exchange, taxation and retained profits. This training will also strengthen participants' ability to distinguish between management and statutory accounts, understand key disclosure requirements and prepare appropriate supporting documentation for external audit.

Participants will gain better knowledge in order to review accounts critically, improve the accuracy of financial information, identify potential accounting issues and support management with meaningful financial information for better business decisions.

Organised by:



WEeventz Pte Ltd (Singapore)

WEeventz Malaysia Sdn Bhd (Malaysia)



HRD Corp Claimable Programme

## TARGET AUDIENCES

This training is specifically designed for:

- Accounts Executives
- Accounts Officers
- Senior Accounts Executives
- Finance Executives
- Finance Officers
- Accountants
- Assistant Accountants
- Bookkeepers
- Accounts Supervisors
- Finance Supervisors
- SME Finance Personnel
- Business Owners & Entrepreneurs
- Administrative Personnel involved in accounting functions
- Professionals who are newly responsible for handling a full set of accounts



This is a **Hybrid event** where participants can choose to attend **In Person** at our training venue or join **Virtually** via Zoom Platform.