

RS-CFA

- **Accounting Principles:** Basics of accounting, including concepts, conventions, and accounting standards.
- **Financial Statements:** Preparation and analysis of balance sheets, income statements, and cash flow statements.
- **Taxation:** Understanding of tax laws, preparation of tax returns, and compliance with tax regulations.
- **Payroll Processing:** Techniques for calculating salaries, managing deductions, and administering employee benefits.
- **Auditing Procedures:** Basics of auditing financial records and ensuring they meet legal and regulatory standards.
- **Bookkeeping Techniques:** Effective methods for recording financial transactions and maintaining accurate ledgers.
- **Accounting Software:** Practical skills in using accounting software for managing and reporting financial data.