

## BOOTCAMP ACCOUNTING & TAX

### A List of Self-learning Material Topics in Video and PDF

| No | Accounting Topics                                | No | Tax Topics                |
|----|--|----|---------------------------|
| 1  | Introduction Accounting                          | 1  | Introduction Tax          |
| 2  | Cash Basis vs. Accrual Basis                     | 2  | Withholding tax - pph23   |
| 3  | 5 Account Categories & Chart of Account          | 3  | Withholding tax - pph4(2) |
| 4  | 3 Steps to Create a Journal                      | 4  | Withholding tax - pph21   |
| 5  | Petty Cash and Bank Transactions                 | 5  | Withholding tax - pph26   |
| 6  | Reimbursement to Third Party                     | 6  | VAT                       |
| 7  | Working Capital & Loan Payable                   | 7  | Corporate Income Tax      |
| 8  | Dividend Journal                                 |    |                           |
| 9  | Purchase and Sales Journals                      |    |                           |
| 10 | Periodic and Perpetual                           |    |                           |
| 11 | COGS calculation for Trading                     |    |                           |
| 12 | COGS (for Manufacturing)                         |    |                           |
| 13 | Inventory Calculation Methods                    |    |                           |
| 14 | General Adm. Exp., Other Income, Other Exp.      |    |                           |
| 15 | Sales Expense                                    |    |                           |
| 16 | Other Current Assets and Other Current Liability |    |                           |
| 17 | Fixed Assets Acquisitions                        |    |                           |
| 18 | Disposal of Fixed Assets                         |    |                           |
| 19 | What is Financial Statements                     |    |                           |
| 20 | How to make BS, PL, TB                           |    |                           |
| 21 | Cash Flow Statement                              |    |                           |
| 22 | Journal of Taxation                              |    |                           |
| 23 | Foreign Currency transactions & Revaluation      |    |                           |

### B List of Bootcamp Material Topics in Company Simulations

| No | Accounting Topics                                    | No | Tax Topics              |
|----|--|----|-------------------------|
| 1  | Transaction in Petty Cash & Bank                     | 1  | Calculation of WHT 21   |
| 2  | Sales & Purchase (Domestic and Expor)                | 2  | Calculation of WHT 23   |
| 3  | Trade Payable and Trade Receivable                   | 3  | Calculation of WHT 4(2) |
| 4  | Shareholder Capital                                  | 4  | Calculation of WHT 26   |
| 5  | Loan Payable & Receivable                            | 5  | VAT                     |
| 6  | Fixed Assets (Acquisitions, Disposals, Depreciation) | 6  | Corporate Income Tax    |
| 7  | Sales and General Operation Expense                  |    |                         |
| 8  | Prepaid and Accrued Expense                          |    |                         |
| 9  | Advance Payment and Advance Received                 |    |                         |
| 10 | Journal of Taxation                                  |    |                         |
| 11 | Journal of Inventory                                 |    |                         |
| 12 | Reimbursement to Third Party                         |    |                         |
| 13 | Foreign Currency transactions & Revaluation          |    |                         |
| 14 | Cash Flow Statement                                  |    |                         |

**BOOTCAMP ACCOUNTING & TAX**

Course Schedule Plan for 3 Months



| No | Course Topic                        | Course Detail                              |  | Estimated Hours  |   |
|----|-------------------------------------|--|--|--|---|
| 1  | Intro                               | Introductions and Preparation Session      | Financial Statement and Tax Report Flow, Create Account for LMS, and Microsoft Teams (if needed) | 1  |   |
| 2  | E-Course                            | Self Learning on LMS                       | Video E-Learning and Short Quiz<br>- Basic Level = 20 Video                                      | 4  |   |
| 3  | Company Simulation<br>(Basic Level) | December 2023 Period                       | Journal Transaction of Bank  | 1  |   |
| 4  |                                     |  | Journal  | Journal Transaction of Petty cash & Purchase                       | 1 |
| 5  |                                     |  | Tax Calculation  | Tax Summary of VAT and WHT (Include Calculation of PPh 21)         | 1 |
| 6  |                                     |  | Journal  | Memorial / Adjustment Journal                                      | 1 |
| 7  |                                     |  | Financial Statement  | Report TB, BS, PL, and (Subsidiary Ledger)                         | 1 |
| 8  |                                     | January 2024 Period                        | Journal Transaction of Bank  | 1  |   |
| 9  |                                     |  | Journal  | Journal Transaction of Petty cash                                  | 1 |
| 10 |                                     |  |  | Purchase and Sales Journal   | 1 |
| 11 |                                     |  | Tax Calculation  | Tax Summary of VAT and WHT (Include Calculation of PPh 21)         | 1 |
| 12 |                                     |  | Journal  | Memorial / Adjustment Journal                                      | 1 |
| 13 |                                     | Financial Statement                        | Report TB, BS, PL, and (Subsidiary Ledger)   | 1  |   |
| 14 |                                     | February 2024 Period                       | Journal Transaction of Bank  | 1  |   |
| 15 |                                     |  | Journal  | Journal Transaction of Petty cash                                  | 1 |
| 16 |                                     |  |  | Purchase and Sales Journal   | 1 |
| 17 |                                     |  | Tax Calculation  | Tax Summary of VAT and WHT (Include Calculation of PPh 21)         | 1 |
| 18 |                                     |  | Journal  | Memorial / Adjustment Journal                                      | 1 |
| 19 |                                     | Financial Statement                        | Report TB, BS, PL, and (Subsidiary Ledger)   | 1  |   |
| 20 |                                     | Financial Statement                        | Report Cash Flow Statements  | 1  |   |
| 21 |                                     | E-Course                                   | Self Learning on LMS   | Video E-Learning and Short Quiz<br>- Intermediate Level = 10 Video | 4 |
| 22 |                                     | Company Simulation<br>(Intermediate Level) | October 2024 Period  | Journal Transaction of Bank IDR                                    | 1 |
| 23 | Journal                             |  |  | Journal Transaction of Bank USD                                    | 1 |
| 24 |                                     |  |  | Purchase and Sales Journal (IDR & USD)                             | 1 |
| 25 | Tax Calculation                     |  |  | Tax Summary of VAT and WHT (Include Calculation of PPh 21)         | 1 |
| 26 | Journal                             |  |  | Memorial / Adjustment Journal                                      | 1 |
| 27 | Financial Statement                 |  | Report TB, BS, PL, and (Subsidiary Ledger)   | 1  |   |
| 28 | Journal                             |  | Revaluation of Foreign Currency Accounts   | 1  |   |
| 29 | November 2024 Period                |  | Journal Transaction of Bank IDR  | 1  |   |
| 30 |                                     |  | Journal  | Journal Transaction of Bank USD                                    | 1 |
| 31 |                                     |  |  | Purchase and Sales Journal (IDR & USD)                             | 1 |
| 32 |                                     |  | Tax Calculation  | Tax Summary of VAT and WHT (Include Calculation of PPh 21)         | 1 |
| 33 |                                     |  | Journal  | Memorial / Adjustment Journal                                      | 1 |
| 34 | Financial Statement                 |  | Report TB, BS, PL, and (Subsidiary Ledger)   | 1  |   |
| 35 | Journal                             |  | Revaluation of Foreign Currency Accounts   | 1  |   |
| 36 | December 2024 Period                |  | Journal Transaction of Bank IDR  | 1  |   |
| 37 |                                     |  | Journal  | Journal Transaction of Bank USD                                    | 1 |
| 38 |                                     |  |  | Purchase and Sales Journal (IDR & USD)                             | 1 |
| 39 |                                     |  | Journal  | Memorial / Adjustment Journal                                      | 1 |
| 40 |                                     |  | Tax Calculation  | Tax Summary of VAT and WHT (Include Calculation of PPh 21)         | 1 |
| 41 | Financial Statement                 |  | Report TB, BS, PL, and (Subsidiary Ledger)   | 1  |   |
| 42 | Journal                             | Revaluation of Foreign Currency Accounts   | 1  |  |   |
| 43 | Financial Statement                 | Report Cash Flow Statements                | 1  |  |   |
| 44 |                                     | Calculation of Corporate Income Tax        |  | 1  |   |