

Business and Management

SAGE Accounting Level 1 Part-time

In Brief

Start Date / Duration

The course starts on Monday 24 April 2023 for 10 weeks and will finish on 26 June 2023. Classes are held on a Mondays 9.30-12.30pm

Entry Requirements

There are no specific entry requirements for this course.

You will achieve

You will achieve a Level 1 Award in Computerised Accounting for Business. (Skills First)

Course Overview

This qualification provides you with an introduction to computerised accounting software, bookkeeping and banking procedures.

The **SAGE Accounting** course provides underpinning knowledge of double entry bookkeeping and the principles of banking procedures using a computerised accounting application. This is a great introduction ahead of progressing to further computerised accounting / payroll courses or AAT qualifications planned to start in September 2023.

As part of the course, you will be provided with access to *Sage software and course materials on an online portal so that you can study outside of class time at a time to suit you. Resources available will include formative and practice simulations and classes will be held on **Mondays 9.30-12.30pm** where a tutor will be available to support you and answer any questions.

*software is not compatible with Windows XP or Apple Macs – unless you are running Windows Vista or Windows 7 via Apple's Boot Camp utility

The course will give you the most up to date skills that will enhance your employability or help you to run the finances of your own business.

Further information, enrolment and induction will take place on **Monday 17th April at 9.30am-12.30pm**. To book, please click on the apply button and follow the application process.

Course Content

The units you will study are:

- Using a computerised accounting application
- Introduction to book-keeping
- Working within book-keeping
- Banking procedures

How will I be assessed?

You will create a portfolio of evidence.

What Equipment Will I Need?

All equipment will be provided.

Where will I study?

Old Mill Lane campus
Church Street
Barnsley
S70 2AX

What can I do next?

Upon completion you could progress onto the Level 2 SAGE Accounting course [<https://www.barnsley.ac.uk/course/business-and-management-computerised-accounting-for-business-skillsfirst-level-2-part-time/>] or study another of our part-time courses [<https://www.barnsley.ac.uk/courses/courses-for-adults-19/>].

How much does the course cost?

This course may be FREE to study, subject to eligibility criteria.

If you are not entitled to any funding the course fee is £225.

19+ Students

Aged 19 or over and thinking about further education? You may be eligible for free or reduced course fees. Please refer to our page '[paying for your course.](#)'

Financial support

You may be eligible for assistance with expenses such as travel, books, equipment and childcare. For further information please contact the Student Services Team on +44 (0)1226 216 267.

Extra information

Contact the Information Unit

For further information please contact our friendly Information Team on +44 (0)1226 216 123 or email info@barnsley.ac.uk [mailto:info@barnsley.ac.uk]

English and Maths

Having good English and Maths qualifications are important for most careers and we want to give you the help you need to succeed.

If you are aged 16 – 19 and don't already have a grade C/4 or above in GCSE English and Maths they will automatically be included in your study programme. If you want to work towards higher grades in English and Maths we can help you do that too.

Need a higher level Maths qualification? We offer a [Level 3 Mathematical Studies \(Core Maths\)](#).

This can be added to your study programme.

If you need any further information, please contact our friendly [Information Team](#).

Disclaimer

Please note we reserve the right to change details without notice. We apologise for any inconvenience this may cause.

Last updated: 20th March 2023

Want to apply?

Visit <https://www.barnsley.ac.uk/apply> to get started

Call us on **01226 216 123**