



# Keeping Your Accounting Records Course

in  
Tuktoyaktuk, NT

**March 11-20, 2019**

Inuvialuit Regional Corporation, in partnership with GNWT MACA's School of Community Government & Crowe MacKay LLP is offering a 10-day Keeping Your Accounting Records course in Tuktoyaktuk.

**Keeping Your Accounting Records and Payroll** is one of ten specialized courses required for Community Finance Officers/Comptrollers enrolled in the Community Government Finance Program. This course provides an overview and discussion of the conceptual framework of accounting including the rules, basic policies and principles from which general policies and specific rules of accounting are derived. This information will provide participants with a sound basis for decision-making.

Cash investments (short-term and long-term) and how they are classified on the balance sheet are explained. This course defines accounts receivable and explains how they are established and how to account for them. It also discusses key internal controls that are necessary to prevent or detect errors and protect assets. How to get ready for the audit and minimize audit fees are also focused on in this course.

Participants will learn about capital assets and amortization. The course will summarize the key differences between recording and reporting of capital assets for the various types of organizations (profit, not-for-profit and government).

Additional topics covered include accounts payable and accrued liabilities, long-term liabilities and employee liabilities. Dealing with liabilities that result from payroll and employees will also be covered.

***Course instructed by: Crowe MacKay LLP, Chartered Accountants***

**Deadline for applications March 4<sup>th</sup>, 2019**

**If interested in applying or have questions about course dates, contact:**

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**Community Support Manager**

**Inuvialuit Regional Corporation**

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