



Australian Government

Assessment Requirements for FNSACC406

Set up and operate a computerised accounting system

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with FNS Financial Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- set up an organisation's chart of accounts by modifying an established integrated financial software system
- implement an integrated accounting system, ensuring integrity of the data
- process transactions within the integrated system and generate reports and print, if required
- maintain the integrated system.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- identify and describe the key features of organisational procedures and policy relating to operating a computerised accounting system
- identify and describe the key principles and practices of accrual and double-entry accounting
- explain the key requirements of relevant financial services industry legislation relating to computerised accounting systems
- identify and explain the key features and characteristics of information included in relevant source documents of financial data
- describe the key features of a chart of accounts.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the accounting field of work and include access to:

- a range of common office equipment, technology, software and consumables
- an integrated commercial financial software system and associated data
- the internet.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion volumes available from the IBSA website:

http://www.ibsa.org.au/companion_volumes -

<https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=c7200cc8-0566-4f04-b76f-e89fd6f102fe>