



AFOA Manitoba
Bookkeeping Foundations Workshop
Introduction to Accounting 1 - April 26 & 27, 2023
Victoria Inn Hotel & Convention Centre – Winnipeg Manitoba
1808 Wellington Avenue 1-204-786-4801

Workshop Registration Form

CONTACT INFORMATION	
Name:	
Position:	
Company:	
Mailing address	
Work #: ())	Fax #: ())
E-mail:	

WORKSHOP REGISTRATION FEES:
Includes Breakfast, Lunch & Refreshments!!

Accounting 1 Workshop – April 26 & 27, 2023

Registration Fee – Non AFOA Member	\$ 900.00
Registration Fee – AFOA Member	\$ 700.00

*****Maximum of 40 Participants for Workshop*****

Method of Payment:

Pay at Registration Desk (Cash, cheque or e-transfer to info@afoamb.ca)

AFOA Membership # _____ (If Applicable)

Your signature is required as authorization of registration to the above noted workshop.

Signature

Date

Important Notice: By registering for the AFOA Manitoba workshop, you agree to allow AFOA Manitoba to use photographs/videos in which you may appear in all media formats.

**AFOA - BUILDING A
COMMUNITY OF
PROFESSIONALS**

**Registration with Hot
Breakfast at 8:30 a.m.
Workshop starts
at 9:30 a.m.
Wellington Room**

Email registration form:
amunroe@tipipartners.com

Fax registration form:
1-204-623-3595

For more information:
Allan Munroe
amunroe@tipipartners.com
1-204-620-2933

Accommodations:
Rushi Patel, Guest Services Manager
Victoria Inn Hotel
ruship@vicinn.com

Mailing Address:
AFOA Manitoba
PO Box 33004-1485 Portage Avenue
Winnipeg, Manitoba
R3G 0W4
Website – afoamb.ca

All participants are required to follow
provincial COVID-19 guidelines



Financial Resiliency Workshop

Introduction to Accounting 1

INTRODUCTION TO ACCOUNTING 1 – Day 1

CENTRAL TIME	
9:30am – 10:00am	Opening & Introductions
10:00am – 10:45am	Accounting Fundamentals EXERCISE 1
10:45am – 11:00am	BREAK
11:00am – 11:45am	Bookkeeping EXERCISE 2
11:45am – 12:30pm	Types of Accounting EXERCISE 3
12:30pm – 1:30pm	LUNCH
1:30pm – 2:30pm	Basic Financial Statement EXERCISE 4
2:30pm – 3:15pm	Accounting Principles EXERCISE 5
3:15pm – 3:30pm	BREAK
3:30pm – 4:30pm	Accounting Cycle EXERCISE 6
4:30pm – 4:45pm	Wrap Up Questions

INTRODUCTION TO ACCOUNTING 1 – Day 2

CENTRAL TIME	
9:30am –10:00am	Summary of Day One Questions about Day One Materials
10:00am – 10:45am	Recording Accounting Transactions EXERCISE 7
10:45am – 11:00am	BREAK
11:00am – 11:45am	Sub-Ledgers
11:45am – 12:30pm	General Ledger and General Journal Entries EXERCISE 8
12:30pm – 1:30pm	LUNCH
1:30pm – 2:30pm	Internal and External Reporting EXERCISE 9
2:30pm – 3:00pm	Wrap Up Workshop Evaluation

Workshop Learning Objectives

The learning objectives are intended to build the necessary knowledge and skills of those interested in better understanding financial accounting in Canada, including its purpose and use of financial information and other foundational concepts.

Upon successful completion of this Workshop, participants will be able to:

OBJECTIVE 1 Participants will be able to explain the purpose of and differences between accounting and bookkeeping.

OBJECTIVE 2 Participants will be able to describe the accounting principles and accounting cycle and their importance.

OBJECTIVE 3 Participants will be able to explain the importance of financial statements and their components.

OBJECTIVE 4 Participants will be able to complete the entry/recording of financial information into journals and ledgers with some supervision.

OBJECTIVE 5 Participants will be able to explain the difference between internal and external reporting and their importance.