



AFOA Manitoba
Bookkeeping Foundations Workshop
Introduction to Accounting 2 – June 14 & 15, 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 2 Workshop – June 14 & 15, 2023

Registration Fee – Non AFOA Member \$ 600.00
Registration Fee – AFOA Member \$ 500.00

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

Method of Payment:

Pay at Registration Desk (Cash, cheque or e-transfer to info@afomb.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 8:00 a.m.**
**Workshop starts
at 9:00 a.m.**
Embassy Rooms EF

Email registration form to
Allan: amunroe@tipipartners.com

Fax registration form to
Jeannie: **1-204-623-5496**

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

Accommodations:
Reservation Code – AFOAMB
Rushi Patel
Assistant General Manager
Victoria Inn Hotel
ruship@vicinn.com

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

All participants are required to follow
provincial COVID-19 guidelines



Financial Resiliency Workshop
Introduction to Accounting II

INTRODUCTION TO ACCOUNTING II – Day 1

CENTRAL TIME	June 14, 2023
9:00am – 9:15am	Opening Prayer & Introductions
9:15am – 10:15am	General Ledger and Sub-ledgers EXERCISE 1
10:15am – 10:30am	BREAK
10:30am – 11:15am	Bank Reconciliation EXERCISE 2
11:15am – 12:00pm	Accounts Payable
12:00pm – 1:00pm	LUNCH
1:00pm – 2:00pm	Accounts Receivable
2:00pm – 2:15pm	BREAK
2:15pm – 3:00pm	Accounts Receivable Continued EXERCISE 3
3:00pm – 3:30pm	Wrap Up Questions

INTRODUCTION TO ACCOUNTING II – Day 2

CENTRAL TIME	June 15, 2023
9:00am – 9:30am	Summary of Day One Questions about Day One Materials
9:30am – 10:45am	Revenue Recognition and Deferred Revenue EXERCISE 4
10:45am – 11:00am	BREAK
11:00am – 12:00pm	Audit EXERICSE 5
12:00pm – 1:00pm	LUNCH
1:00pm – 2:00pm	Wrap Up Course Evaluation Closing Prayer

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 describe the bank reconciliation process. Additional learning will be required for participants to be able to complete bank reconciliations and identify all reconciling items.

OBJECTIVE 2 Participants will be able to explain the Accounts Payable and Accounts Receivables cycles, including identifying types of AP and AR accounts and key controls.

OBJECTIVE 3 Participants will be able to explain the different approaches for recording and recognizing revenue from funding agreements.

OBJECTIVE 4 Participants will be able to explain the purpose of external financial statement audits and understand their role in supporting the auditors.