



GST PLANNING & IMPLEMENTATION WORKSHOP

3 DAYS COMPREHENSIVE GST PREPARATORY WORKSHOP

Course Objective:	To assist SME companies to prepare and get ready for GST.
Course Structure:	This course is organisesly structured to have a mixture of training session and practical session. Participants will be guide on how to prepare and set up GST for their companies and given practical session to complete their setup during the course, under the guidance of our trainers.
Course Outcome:	Participants are expected to complete the basic set up of GST for their company, including business cycle studies, creation of new chart of accounts & GST tax code mapping, and understand the accounting entries & treatment to face GST Era.
Target Group:	SME Finance Managers, Accountants, Account Executives
Location:	WBS Group's Office 4A, Jalan Abiad 1, Taman Pelangi, 80400 Johor Bahru, Johor.
Language:	Mandarin / English
Speaker:	<u>Key Speaker</u> Allen Beh - ACCA (UK) CA (M) Ivan Soon - CA (S) <u>Co-Speaker</u> WBS Group Managers
Fee:	RM 1,800.00 / pax RM 4,500.00 / group (3 pax) RM 500.00 / company (post-course support - optional)

Course Outline:

<u>Session</u>	<u>Date & Language</u>	<u>Time</u>	<u>Course Outline</u>
Session 1	28/1/2015 (Wed) Mandarin	9am - 1pm	<u>Training Session</u> - Key highlights on GST Act 2014 - Planning framework for GST
	29/1/2015 (Thu) English	2pm - 5pm	<u>Practical Session</u> - Construct GST business cycle studies for your companies to understand GST impact
Session 2	4/2/2015 (Wed) Mandarin	9am - 1pm	<u>Training Session</u> - GST Tax Codes explanation and application - GST Forms explanation and guide - Tax invoice explanation and guide
	5/2/2015 (Thu) English	2pm - 5pm	<u>Practical Session</u> - GST Tax Code Mapping and COA setting
Session 3	11/2/2015 (Wed) Mandarin	9am - 1pm	<u>Training Session</u> - Accounting treatment and entries for GST (Including bad debts reliefs, reverse charge, and other adjustments)
	12/2/2015 (Thu) English	2pm - 5pm	<u>Practical Session</u> - Scenario workshop and Q&A

* Participants are required to bring own laptop with accounting software installed (preferably SQL / Million) for the practical session.

** Participants are expected to equip with Malaysia GST knowledge and understand the business cycles & operational process of their company.

***Refreshment will be provided. Participants are encouraged to bring jacket to keep warm.