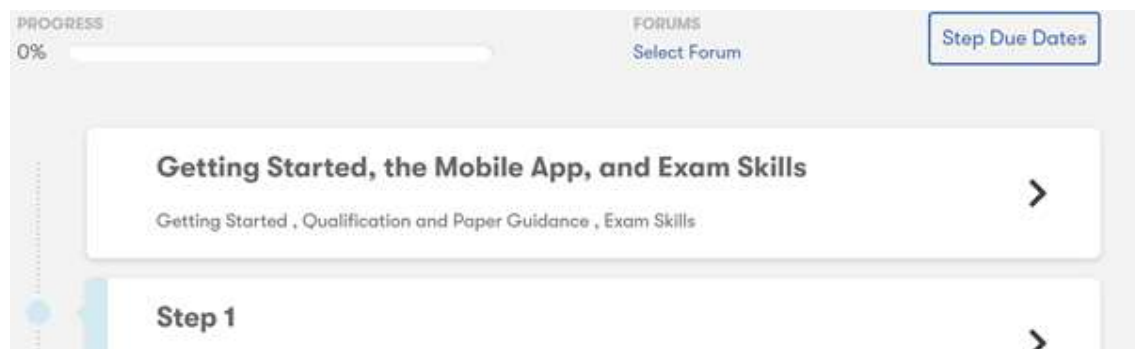


ACCA SBR

Online Classroom Study Guidance

Getting started

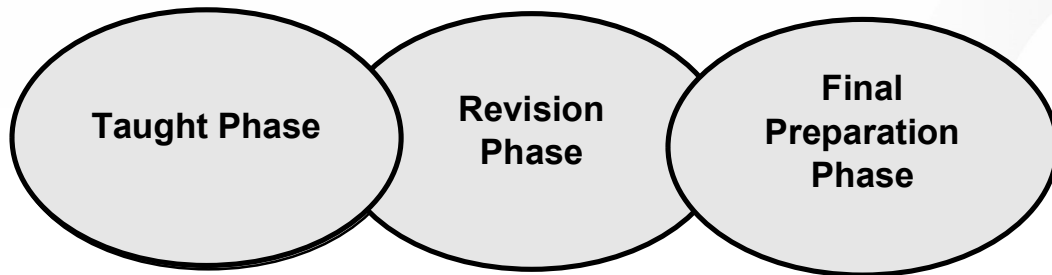
Welcome to your Online Classroom (OCR) Taught Phase course. If you are new to studying online, before you begin you may find it useful to access the 'Getting Started' guidance above Step 1 in the Hub:



Forums

If you have a question at any point, you can post this to the online classroom forum for SBR, where a tutor will respond.

To access the forums, click the button just above the 'Getting Started' section, as shown in the screenshot above. Even if you don't have a question to ask, it is worth accessing the forum to review the questions asked by other students, as you may find the tutor responses helpful to you.



Taught Phase

The emphasis of this first stage is studying the syllabus and gaining the knowledge required to attempt exam questions. During this stage you will work through each chapter of the Strategic Business Reporting Workbook and steps 1-6 of the Achievement Ladder.

Revision Phase

During this stage the emphasis is on practising exam-standard questions to learn how to apply your knowledge and develop your exam technique. During this phase you will attempt Step 7 of the Achievement Ladder.

Final Preparation Phase

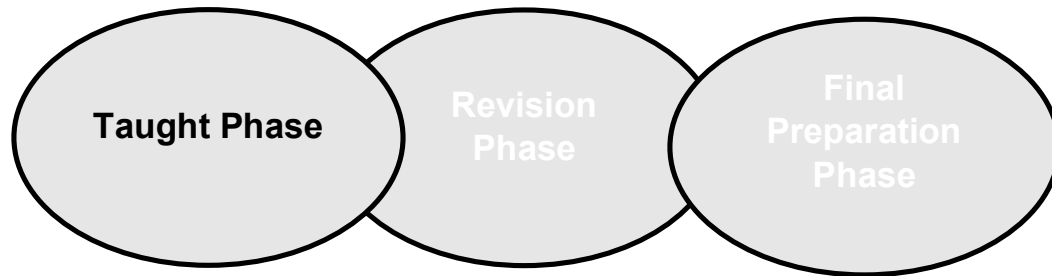
The aim here is to bring all of your skills and knowledge together in a final mock exam: Step 8 of the Achievement Ladder.

The Hub contains all the information, documents and videos for your course. The different phases of your course are clearly identified in different steps so you can easily find them.

Before you begin the Taught Phase, please take some time to look at the information provided in the **Introduction** section, in particular:

- Watch the *Introduction to SBR* and *How to study and pass* videos.
- Review the Assumed Knowledge document and revise your previous material as necessary.

Taught Phase



This guidance will take you through the Taught Phase of your course. The emphasis of the Taught Phase is on gaining the knowledge and beginning to develop the skills in order to attempt exam questions. During this Phase you will work through the SBR Workbook, using the online lectures to guide you. You will also work through Steps 1-6 of the Achievement Ladder. The Taught Phase is divided into 6 steps, when you have covered all the chapters in that part, you should attempt the relevant Achievement Ladder Step, as shown in this guidance.

Step 1

This guidance gives a total of approximately **14 hours of study*** for Step 1 of the course.

**The timings given are approximate and include time to stop and review online lectures and to check your answers for any question practice. You may find that some study sessions take you more or less time than given here. Remember there is no such thing as a 'typical' student so these approximations are for guidance only.*

Chapter 1 – The financial reporting framework	Approx. 3 hours
<p>Key area</p> <ul style="list-style-type: none">The IASB's <i>Conceptual Framework for Financial Reporting</i> (revised 2018) <p>This chapter forms an important foundation in an exam where explanation and discussion of concepts are key. You need to have an in-depth knowledge of the Conceptual Framework (CF) and should be able to discuss the consistency of the CF with each IFRS that is examined. Although you have seen the Conceptual Framework in Financial Reporting, please note that it was substantially revised in 2018.</p>	
<p>Online lectures</p> <p>Work through the online recordings and the relevant sections of the Workbook.</p>	1 hour
<p>Question practice</p> <p>Attempt the following questions from the Step 1 - Practise & Apply Guidance: Q1 Conceptual Framework</p>	1 hour
<p>Articles</p> <p>Read the following articles available in the SBR study support resources section of ACCA's website:</p> <ul style="list-style-type: none"><i>Profit, loss and other comprehensive income</i><i>Concepts of profit or loss and other comprehensive income</i><i>Measurement</i>	1 hour

Chapter 2 – Ethics, related parties and accounting policies	Approx. 4 hours
<p>Key areas</p> <ul style="list-style-type: none"> • Ethical principles • ACCA's Code of Ethics and Conduct – fundamental principles and threats to the fundamental principles • IAS 24 <i>Related Party Transactions</i> • IAS 8 <i>Accounting Policies, Changes in Accounting Estimates and Errors</i> <p>The SBR exam requires you to exercise professional and ethical judgement. Therefore, ethical and professional issues are key topics. Section A Question 2 of the exam will test the reporting and ethical implications of a given scenario. Two professional marks are available for the discussion of ethical principles in this question. Ethical issues could also feature as part of a Section B question. You need to be able to spot issues and discuss potential threats to the fundamental principles in ACCA's <i>Code of Ethics and Conduct</i>.</p>	
<p>Online Lectures Work through the online recordings and the relevant sections of the Workbook.</p>	1.5 hours
<p>Question practice Attempt the following questions from the Step 1 - Practise & Apply Guidance: Q2 Ethical issues Q3 Weston Q4 Presdon Q5 Ace</p>	2 hours
<p>Articles Read the following article available in the SBR study support resources section of ACCA's website: <i>Accounting ethics in the digital age</i></p>	30 minutes

Chapter 3 – Revenue	Approx. 1.5 hours
<p>Key areas</p> <ul style="list-style-type: none"> • IFRS 15 <i>Revenue from Contracts with Customers</i> <p>IFRS 15 is assumed knowledge from <i>Financial Reporting</i>, but it will be examined in more depth in SBR. Questions will require application of IFRS 15 to the scenario given. The examiner has advised that it is highly unlikely that a question will require discussion of all five steps in IFRS 15. More likely a question will focus on a single part of the IFRS 15 approach and require in-depth discussion of how that is applied to the scenario.</p>	
<p>Online Lecture Work through the online recordings and the relevant sections of the Workbook.</p>	1 hour
<p>Articles Read the following articles available in the SBR study support resources section of ACCA's website: <i>Revenue revisited</i></p>	30 minutes

Chapter 4 – Non-current assets	Approx. 4.5 hours								
<p>Key areas</p> <ul style="list-style-type: none"> • Tangible and intangible assets revision • Impairment with a cash-generating unit • Fair value measurement <p>A large proportion of this chapter is revision. However, although many of these standards will probably be familiar to you, they will be examined differently and in more depth in SBR.</p>									
<p>Online Lecture</p> <p>This is a long chapter – however, most of this is revision. Work through the online recordings and the relevant sections of the Workbook.</p> <p>If there is an area you are already very comfortable with, go quickly through that section of the Workbook.</p>	1.5 hours								
<p>Question practice</p> <p>There are several questions on topics in this chapter available in the Step 1 - Practise & Apply Guidance. If you have time, you can attempt them all, if not, select the questions on topics that you are less confident in:</p> <table border="0"> <tr> <td>Q6 Camel Telecom</td> <td>Q10 Burdock</td> </tr> <tr> <td>Q7 Acquirer</td> <td>Q11 Epsilon</td> </tr> <tr> <td>Q8 Lambda</td> <td>Q12 Coate</td> </tr> <tr> <td>Q9 Kalesh</td> <td>Q13 Key</td> </tr> </table>	Q6 Camel Telecom	Q10 Burdock	Q7 Acquirer	Q11 Epsilon	Q8 Lambda	Q12 Coate	Q9 Kalesh	Q13 Key	1.5 hours
Q6 Camel Telecom	Q10 Burdock								
Q7 Acquirer	Q11 Epsilon								
Q8 Lambda	Q12 Coate								
Q9 Kalesh	Q13 Key								
<p>Articles</p> <p>Read the following article on the SBR Study support resources section of ACCA's website:</p> <p><i>IFRS 13, Fair Value Measurement</i></p> <p>Read the following article on the CPB section of the ACCA website:</p> <p><i>IAS 16 and componentisation (2011)</i> www.accaglobal.com/uk/en/member/ab/cpd-ab.html</p>	1.5 hours								

Achievement Ladder Step 1	Approx. 1 hour
<p>Now you have covered Taught Phase – Step 1, you are ready to take your first step towards exam success!</p> <p>Achievement Ladder Step 1 is an opportunity to consolidate your knowledge and see how far you have come. You are then able to concentrate on any weaknesses before moving onto the next part of your studies.</p> <p>This Step online test, based on topics covered so far, and is auto-marked. Make sure you work through the feedback very carefully, covering the questions you answered correctly as well as those you didn't. You will both reinforce and extend your understanding of the syllabus content if you do this.</p> <p>Estimated timings: attempting Step 1: 40 minutes, reviewing feedback carefully: 20 minutes</p>	

Step 2

This guidance gives a total of approximately **15 hours of study**.

Chapter 5 – Employee benefits	Approx. 1 hour
<p>Key area</p> <ul style="list-style-type: none"> Defined benefit plans <p>Employee benefits is one of the new topics introduced at this level. The topic area covers both short-term employee benefits, such as wages and salaries, and longer-term ones, such as pensions.</p>	
<p>Online lecture</p> <p>Work through the online lecture and the relevant sections of the Workbook.</p>	1 hour

Skills Checkpoint 1 – Approaching ethical issues	Approx. 1 hour
<p>Watch the online lecture which takes you through the recommended approach before writing up your answer to the question. Make sure you work through the suggested solution as this will reinforce your understanding.</p>	

Chapter 6 – Provisions, contingencies and events after the reporting period	Approx. 3 hours
<p>Key areas</p> <ul style="list-style-type: none"> • Recognition and measurement of provisions • Specific types of provision <p>This chapter is principally revision of material covered in <i>Financial Reporting</i>. However it is still highly examinable in SBR. Pay particular attention to the specific provisions covered in section 2.</p>	
<p>Online Lecture</p> <p>Work through the online recordings and the relevant sections of the Workbook.</p>	1 hour
<p>Question practice</p> <p>Attempt the following questions from the Step 2 - Practise & Apply Guidance:</p> <p>Q14 Cleanex</p> <p>Q15 Restructuring</p> <p>Q16 Royan</p>	1.5 hours
<p>Articles</p> <p>Read the following article on ACCA's website:</p> <p><i>The shortcomings of IAS 37 (2016)</i></p> <p>www.accaglobal.com/uk/en/member/ab/cpd-ab.html</p>	0.5 hours

Chapter 7 – Income taxes	Approx. 3 hours
<p>Key areas</p> <ul style="list-style-type: none"> • Types of taxable and deductible temporary differences • Treatment of unused tax losses and credits <p>Although you will have seen deferred tax at a basic level in <i>Financial Reporting</i>, there are a number of new temporary differences examinable in SBR and it will be examined much more from a discursive/conceptual angle and in greater detail. It is also an area that many students find tricky.</p>	
<p>Online Lectures</p> <p>Work through the online recordings and the relevant sections of the Workbook.</p>	2 hours
<p>Question practice</p> <p>Attempt the following questions from the Step 2 - Practise & Apply Guidance:</p> <p>Q17 DT Group</p> <p>Q18 Kesare Group</p>	1 hour

Chapter 8 – Financial instruments	Approx. 6 hours
<p>Key areas</p> <ul style="list-style-type: none"> • Recognition and derecognition • Measurement <p>Financial instruments is a major topic at this level, and will be examined in much more detail than in <i>Financial Reporting</i>.</p>	
<p>Online Lecture</p> <p>Work through the online recordings and the relevant sections of the Workbook. This chapter contains some complex ideas and students often find it difficult to understand. So you may wish to pause after each mini recording to recap the material in the Workbook and make sure you understand what has just been covered.</p>	3 hours
<p>Question practice</p> <p>Attempt the following questions from the Step 2 - Practise & Apply Guidance:</p> <p>Q19 PQR Q20 Sirius Q21 Debt vs Equity Q22 Formatt</p>	2 hours
<p>Articles</p> <p>Read the following articles on the SBR Study support resources section of ACCA's website:</p> <ul style="list-style-type: none"> • <i>When does debt seem to be equity?</i> • <i>IFRS 9, Financial Instruments</i> • <i>Impairment of financial assets</i> 	1 hour

Achievement Ladder Step 2	Approx. 1 hour 10 mins
<p>Now you have covered Taught Phase – Step 2, you are ready to take your next step towards exam success.</p> <p>Achievement Ladder Step 2 is three written questions, based on topics you have studied so far. You should aim to tackle the questions to time. The time allowed per question is calculated as 1.95 minutes per mark. Once you have attempted the questions, you should work through the suggested solutions to both reinforce and extend your understanding of the syllabus.</p>	
<p>Estimated timings : attempting Step 2: 50 minutes, reviewing suggested solutions: 20 minutes</p>	70 minutes

Step 3

This guidance gives a total of approximately 11 **hours of study**.

Chapter 9 – Leases	Approx. 1.5 hours
<p>Key areas</p> <ul style="list-style-type: none">• Lessee and lessor accounting• Sale and leaseback transactions <p>The basics of lease accounting for lessees was covered in <i>Financial Reporting</i>. However an SBR question is likely to focus on the more complex areas of lessee accounting such as identifying a lease and remeasurement of the lease liability. Lessor accounting and deferred tax implications are new topics at this level.</p>	
<p>Online lecture</p> <p>Work through the online lecture and the relevant sections of the Workbook.</p>	1.5 hours

Chapter 10 – Share-based payment	Approx. 4 hours
<p>Key areas</p> <ul style="list-style-type: none">• Measurement• Vesting conditions• Modifications, cancellations and settlements <p>This topic area covers how share-based payment is measured and recorded in the financial statements. This key topic is an area you haven't seen before, and important for the SBR exam.</p>	
<p>Online Lecture</p> <p>Work through the online recordings and the relevant sections of the Workbook.</p>	2 hours
<p>Question practice</p> <p>Attempt the following questions from the Step 3 - Practise & Apply Guidance:</p> <p><i>Q23 Vesting conditions</i></p> <p><i>Q24 Lowercroft</i></p>	1 hour 30 mins
<p>Articles</p> <p>Read the following articles on the SBR study support resources section of ACCA's website:</p> <p><i>IFRS 2, Share-based Payment</i></p>	30 minutes

Skills Checkpoint 2 – Resolving financial reporting issues	Approx. 1 hour
<p>Watch the online lecture which takes you through the recommended approach before writing up your answer to the question. Make sure you work through the suggested solution as this will reinforce your understanding.</p>	

Chapter 11 – Basic groups	Approx. 2 hours
<p>Key areas</p> <ul style="list-style-type: none"> • Approach to the consolidated statement of financial position and consolidated statement of profit or loss and other comprehensive income • Consolidation of parent, subsidiary and associate • Definition of a subsidiary and control (IFRS 10) • Measurement period <p>Question 1 of the SBR exam will test group accounting. It will require preparation of extracts or figures from any aspect of group accounting (including statements of cash flow) as well as discussion/explanation of the accounting principles behind the calculations. Therefore, it is very important for you to understand the principles covered in this and the following groups chapters.</p> <p>Basic groups are revision from <i>Financial Reporting</i>. However, it is important to have a good grounding of the basic principles of group accounting before moving on to the advanced groups topics.</p>	
<p>Online lecture</p> <p>Work through the online lecture and the relevant sections of the Workbook.</p>	2 hours

Achievement Ladder Step 3	Approx. 2 hours
<p>Now you have covered Taught Phase – Part 3, you are ready to take your next step towards exam success.</p> <p>Achievement Ladder Step 3 is a 40-mark online test, based on topics covered so far. This Step is auto-marked. Make sure you work through the feedback very carefully, covering the questions you answered correctly as well as those you didn't. You will both reinforce and extend your understanding of the syllabus content if you do this.</p> <p>Estimated timings: attempting Step 3: 80 minutes, reviewing feedback carefully: 40 minutes</p>	

Step 4

This guidance gives a total of approximately **11.5 hours of study**.

Chapter 12 - Changes in group structures: step acquisitions	Approx. 3.5 hours
<p>Key areas</p> <ul style="list-style-type: none">• Business combinations achieved in stages• Acquisitions and disposals where control is retained <p>This is the first of the SBR advanced groups topics covering changes in group structures. This chapter covers acquisitions and is a challenging area. Disposals will be covered in the next chapter.</p>	
<p>Online Lecture</p> <p>Work through the online recordings and the relevant sections of the Workbook.</p>	1.5 hours
<p>Question practice</p> <p>Attempt the following questions from the Step 4 - Practise & Apply Guidance:</p> <p><i>Q25 Traveler</i></p> <p><i>Q27 ROB Group</i></p>	2 hours

Chapter 13 – Changes in group structures: Disposals	Approx. 3.5 hours
<p>Key areas</p> <ul style="list-style-type: none">• Partial disposals• Calculation of gain or loss on disposal <p>This is an important Chapter covering disposals. The approach to disposals follows that taken for step acquisitions.</p>	
<p>Online Lecture</p> <p>Work through the online recordings and the relevant sections of the Workbook.</p>	1.5 hours
<p>Question practice</p> <p>Attempt the following questions from the Step 4 - Practise & Apply Guidance:</p> <p><i>Q26 Intasha</i></p> <p><i>Q28 Diamond</i></p>	2 hours

Chapter 14 – Non-current assets held for sale and discontinued operations	Approx. 2 hours
<p>Key areas</p> <ul style="list-style-type: none"> • Criteria for a non-current asset to be classified as held for sale • Criteria and presentation for a discontinued operation <p>These topics were covered in <i>Financial Reporting</i> so this chapter is primarily revision, however application of IFRS 5 in the context of groups is new to SBR.</p>	
<p>Online Lecture</p> <p>Work through the online recordings and the relevant sections of the Workbook.</p>	1 hour
<p>Question practice</p> <p>Attempt the following questions from the Step 4 - Practise & Apply Guidance:</p> <p>Q29 King Co</p>	1 hour

Achievement Ladder Step 4	Approx. 2.5 hours
<p>Now you have covered Taught Phase – Step 4, you are ready to take your next step towards exam success!</p> <p>Achievement Ladder Step 4 is an opportunity to consolidate your knowledge and see how far you have come. You are then able to concentrate on any weaknesses before moving onto the next part of your studies.</p> <p>Step 4 is two written questions, based on topics covered so far.</p> <p>This Step should be submitted to BPP for marking. You should tackle the questions to time, calculated as 1.95 minutes per mark. Once you have attempted them, you should work through the suggested solutions. You will both reinforce and extend your understanding of the syllabus content if you do this. When you receive your feedback you should review it carefully and note what you did well (do more of this!) and which areas you need to improve on in your ongoing studies.</p> <p>Estimated timings: attempting Step 4: 100 minutes, reviewing feedback carefully: 40 minutes</p>	

Step 5

This guidance gives a total of approximately **13.5 hours of study**.

Chapter 15 – Joint arrangements and group disclosures	Approx. 1.5 hours
<p>Key areas</p> <ul style="list-style-type: none">• Identification of type of joint arrangement• Accounting treatment for joint operations and joint ventures• Main reasons for IFRS 12 disclosures• Identifying a structured entity <p>In SBR it is more likely that you will be asked to discuss or explain the appropriate treatment for a joint arrangement rather than carry out the accounting. IFRS 12 group disclosures are important to SBR due to the emphasis the syllabus places on stakeholders.</p>	
<p>Online Lecture</p> <p>Work through the online recordings and the relevant sections of the Workbook.</p>	0.5 hours
<p>Question practice</p> <p>Attempt the following questions from the Step 5 - Practise & Apply Guidance: <i>Q30 Burley</i></p>	1 hour

Chapter 16 – Foreign transactions and entities	Approx. 4.5 hours
<p>Key areas</p> <ul style="list-style-type: none">• Rules for translation of foreign currency transactions into the functional currency• Identification of the functional currency of a foreign operation• Translation of foreign operations and the calculation and treatment of exchange differences• Disposal of foreign operations <p>You need to be able to deal with foreign transactions in individual accounts and the consolidation of foreign subsidiaries and associates.</p>	
<p>Online Lecture</p> <p>Work through the online recordings and the relevant sections of the Workbook.</p>	2 hours
<p>Question practice</p> <p>Attempt the following questions from the Step 5 - Practise & Apply Guidance: <i>Q31 Harvard</i> <i>Q32 Aspire</i></p>	2 hours
<p>Articles</p> <p>Read the following article on the SBR study support resources section of ACCA's website: <i>IAS 21 – Does it need amending? (2017)</i></p>	0.5 hours

Chapter 17 – Group statements of cash flows	Approx. 3.5 hours
<p>Key areas</p> <ul style="list-style-type: none"> • Key features of statements of cash flows • Dealing with dividends paid and received in a group • Treatment of acquisitions and disposals in group statements of cash flows <p>Although you've seen individual company statements of cash flows in Financial Reporting, group statements of cash flows are new to SBR.</p>	
<p>Online Lecture Work through the online recordings and the relevant sections of the Workbook.</p>	1.5 hours
<p>Question practice Attempt the following questions from the Step 5 - Practise & Apply Guidance: <i>Q33 Chippin</i> <i>Q34 Porter</i></p>	2 hours

Skills Checkpoint 3 – Applying good consolidation techniques	Approx. 1 hour
Watch the online lecture which takes you through the recommended approach before writing up your answer to the question. Make sure you work through the suggested solution as this will reinforce your understanding.	

Achievement Ladder Step 5	Approx. 3 hours
<p>Now you have covered Taught Phase – Step 5, you are ready to take your next step towards exam success.</p> <p>Achievement Ladder Step 5 is a 60 mark online test, covering all chapters of the Workbook. This Step is auto-marked. Make sure you work through the feedback very carefully, covering the questions you answered correctly as well as those you didn't, in order to both reinforce and extend your understanding of the syllabus.</p> <p>Estimated timings: attempting Step 5: 120 minutes, reviewing feedback carefully: 1 hour</p>	

Step 6

This guidance gives a total of approximately **15 hours of study**.

Chapter 18: Interpreting financial statements for different stakeholders	Approx. 6 hours
<p>Key areas</p> <ul style="list-style-type: none">• Understanding who stakeholders are• Earnings per share and other financial performance measures• Alternative performance measures• Integrated reporting• Segment reporting <p>This is a key area for SBR. Section B of the exam will always include a full question or a part of a question that requires the analysis and interpretation of financial and/or non-financial information from the preparer's or another stakeholder's perspective. This takes you beyond simply preparing financial statements to understanding how the financial statements provide information to end users.</p>	
<p>Online Lectures</p> <p>This chapter is very important and covers a lot of material. Work through the online recordings and the relevant sections of the Workbook.</p>	1.5 hours
<p>Question practice</p> <p>Attempt the following questions from the Step 6 - Practise & Apply Guidance:</p> <p><i>Q35 Grow by acquisition</i> <i>Q36 Ghorse</i> <i>Q37 Jay</i> <i>Q38 Segments</i> <i>Q39 Jogger</i> <i>Q40 Calcula</i></p>	2.5 hours
<p>Articles</p> <p>Read the following articles on the SBR study support resources section of the ACCA website:</p> <ul style="list-style-type: none">• <i>The Sustainable Development Goals</i>• <i>Using the business model of a company to help analyse its performance</i>• <i>Additional performance measures</i>• <i>Giving investors what they need</i>• <i>The definition and disclosure of capital</i>• <i>The Integrated report framework</i>• <i>Bin the clutter</i>	1.5 hours
<p>Watch</p> <p>Watch on the ACCA YouTube channel: <i>John Kattar on Alternative Performance Measures</i></p>	0.5 hours

Skills Checkpoint 4 – Creating effective discussion	Approx. 1 hour
Watch the online lecture which takes you through the recommended approach before writing up your answer to the question. Make sure you work through the suggested solution as this will reinforce your understanding.	

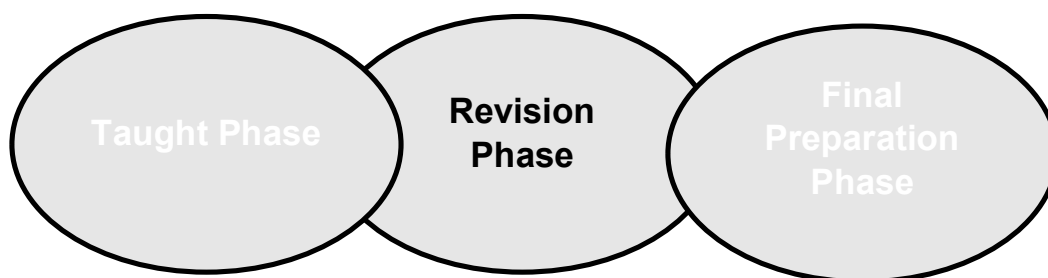
Chapter 19 – Reporting requirements of Small and Medium-sized entities	Approx. 2 hours
<p>Key areas</p> <ul style="list-style-type: none"> • Considerations in developing the <i>IFRS for SMEs</i> Standard • Main differences between the <i>IFRS for SMEs</i> Standard and full IFRS Standards 	
<p>Online Lectures</p> <p>Work through the online recordings and the relevant sections of the Workbook.</p>	1 hour
<p>Question practice</p> <p>Attempt the following questions from the Step 6 - Practise & Apply Guidance: <i>Q41 Small and Medium-sized entities</i></p>	1 hour

Chapter 20 – The impact of changes and potential changes in accounting regulation	Approx. 1.5 hours
<p>Key areas</p> <p>You are expected to be aware of developments in financial reporting, focusing on what is changing, why it is changing and what the implications are. Current issues will be tested in every exam as part of a larger question. Most current issues listed in the SBR Syllabus and Study Guide have been covered in earlier chapters in the Workbook, so this Chapter is relatively short. .</p>	
<p>Online Lectures</p> <p>Work through the online recordings and the relevant sections of the Workbook.</p>	1 hour
<p>Articles</p> <p>Read the following article on the study support resources section of ACCA's website:</p> <ul style="list-style-type: none"> • <i>Bin the clutter</i> • <i>Cryptocurrencies</i> 	0.5 hour

Skills Checkpoint 5 – Exam Readiness	Approx. 0.5 hours
Watch the online lecture which takes you through Skills Checkpoint 5 and getting ready to take a computer-based exam.	

Achievement Ladder Step 6	Approx. 4.5 hours
<p>You have now reached the end of the Taught Phase of your learning and you are ready to take Step 6 of the Achievement Ladder.</p> <p>Step 6 contains 3 questions, covering the whole syllabus.</p> <p>This Step is submitted for marking by BPP. You should tackle the questions to time. Once you have attempted them, you should work through the suggested solutions. You will both reinforce and extend your understanding of the syllabus content if you do this. When you receive your feedback you should review it carefully and note what you did well (do more of this!) and which areas you need to improve on in your ongoing studies.</p> <p>Estimated timings : attempting Step 6: 155 minutes, reviewing feedback carefully: 75 minutes</p>	

Revision Phase



This phase is all about taking the knowledge you gained in the taught phase and applying it to exam-standard questions. The emphasis here is very much on exam technique.

Exam technique

Each Skills Checkpoint in the Workbook covers the Specific SBR Skills and Exam Success Skills you need to pass. Working through the Skills Checkpoints using the online lectures for each Checkpoint will help you to develop your exam technique.

Question practice

The most effective way of improving exam technique is through question practice. Before moving on to the Revision Phase, we recommend you start by ensuring you have attempted Steps 1 to 6 of the Achievement Ladder as well as the Practise & Apply questions recommended in each step. Once you have done this, you should attempt **Achievement Ladder Step 7**. There are also revision summaries which contain a short knowledge summary of each chapter in the Workbook if you want a quick reminder of the key points.

Achievement Ladder Step 7

Approx.
5 hours

Achievement Ladder Step 7 is mock exam containing 4 questions worth 100 marks in total. This step will give you a feel for the balance of question types and syllabus coverage you can expect in your SBR exam.

You should ensure that you set aside 3 hours and 15 mins, in a quiet space, where you will not be interrupted. Aim to complete the exam without using any of your notes, so that it is a real test of how prepared you are.

Achievement Ladder Step 7 is the ACCA SBR Specimen exam which you should attempt in the ACCA Practice Platform by logging in using your myACCA credentials.

Once you have finished the exam you should carry out a self-review of your answers. There is a full online debrief, prepared to assist you with both the approach and the technical content.

Self-review questions:

- Did you finish the exam? If not, why not?
- Did you allocate your time appropriately?
- Did the order you approached the questions work for you?
- Did you struggle to remember proformas or concepts from the standards? If so you need to review your key knowledge.
- Did you find it difficult to read or follow your workings when you reviewed it? (If you can give it to someone else to look at and see if they can read and follow what you did).
- For written questions did you tailor a specific answer to the question asked?
- Think about what you'd do differently if you sat the paper again.

Estimated timings: attempting Step 7: 3 hours 15 minutes, reviewing feedback carefully: 1.5 hours

After completing Achievement Ladder Step 7, you should move on to Step 8 of the Online Classroom and attempt the Revision Questions available there.

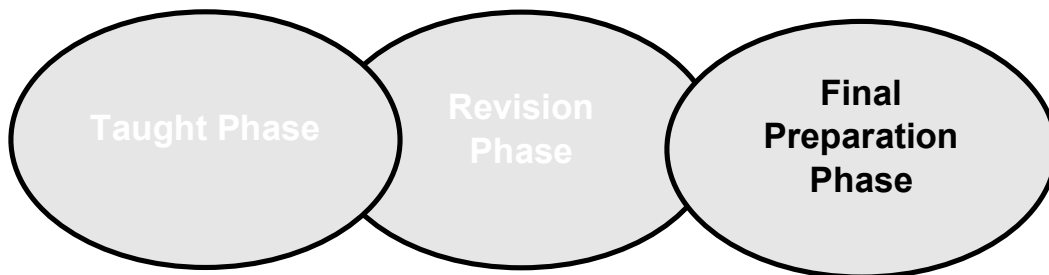
Revision Question Guidance - available in Step 8 of the Online Classroom

Approx. 20 hours

The Revision Questions are selected from our examiner reviewed Practice & Revision Kit and have been carefully selected by our Subject Matter Experts to ensure you get the best out of your revision time. Some questions have an online debrief to allow you to get the most out of the question.

It is essential that you take time to properly debrief the questions you attempt – for some questions you will be able to make use of the online recorded debriefs.

Final Preparation Phase



The aim of the Final Preparation Phase is to bring all of your skills and knowledge together in a final dress rehearsal before the real exam. This will be done by attempting a mock exam, **Step 8 of the Achievement Ladder**, covering the entire syllabus in three hours 15 minutes.

Achievement Ladder Step 8	Approx. 5 hours
Achievement Ladder Step 8 is a 100-mark exam-standard mock exam, covering all topics.	
You should ensure that you set aside 3 hours and 15 mins, in a quiet space, where you will not be interrupted. Aim to complete the exam without using any of your notes, so that it is a real test of how prepared you are.	
On completion you should self-mark your paper and carry out a self-review of your answers and your exam approach.	
Estimated timings: attempting Step 8: 3 hours 15 minutes, reviewing feedback carefully: 1.5 hours	