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OUTLINE





About us



Work Experience Programs



Job Offer Guarantee Program



Career Support Program



Short Programs



Comprehensive Case Studies



NextGen Interns Success Story



Contact us

ABOUT US



Offices in two countries and two continents.



20+

Years of experience in the industry of Accounting, Bookkeeping, Taxation and Finance.



2000+

Students trained by our Chartered Accountants in Accounting and Finance.



5000+

Satisfied clients from taxation and accounting industries.



80%

Success rate in supporting students to find a job.

Our Partners



































THIS IS FOR YOU IF YOU ARE







Business Owner



Professional



Student/Graduate

We have developed comprehensive work experience programs that include **real clients' cases** to bridge the gap between tertiary education and the job market.

KEY BENEFITS

Flexibility

Onsite/Remote options available with 24/7 access to the software and our well-designed interactive learning portal.



Our highly experienced and qualified CPA/CA trainers are always by you side. More than 90% of our clients are satisfied with the quality of the content delivered.

All-round Rapport

Whether you choose remote/on-site, you will have face-to-face interactions with our trainers and you will be well-connected in the NextGen community.



What you will learn from us will be totally different from your tertiary education. We only teach hands-on, practical knowledge that are highly aligned with job requirements.



BOOKKEEPING PROGRAM VIRTUAL INTERNSHIP



Delivery modeOnline





Software Xero/Myob



NextGen IQ 24/7 unlimited access



Instalment option available



Career Support

SET UP

- Accounts
- Codes
- Financial Settings

TOPICS COVERING

• Tax law Statutory regulations

BANKING

- Bank accounts
- Bank transactions
- Bank reconciliations
- Transfers

ACCOUNTS PAYABLE

- Purchase orders
- Supplier invoices
- Payments
- Returns and credit notes
- Reconciliation of Accounts Payable
- · Accruals and expenses
- Accounts payable procedures

PAYROLL

- Pay runs
- Mileage claims
- Reimbursement claims
- Payroll tax and compliance (PAYG, payroll tax, superannuation)
- Leave calculations

FIXED ASSETS

- Fix assets register
- Depreciation
- Process documentation

BASIC REPORTING

- Reporting requirements
- Management accounts
- Financial reporting

ACCOUNTS RECEIVABLE

- Quotes
- Invoices
- Payments
- Returns and credit
- Centralised Accounts Receivable procedures
- Suspense accounts

BAS/GST

- Month-end reconciliations
- BAS & FBT preparation
- BAS lodgement

YOU WILL GAIN AS ACCOUNTING & BOOKKEEPING INTERN

SET UP

- Manage accounts and record service transactions in accounting software.
- Set up and customise bookkeeping files using Xero and MYOB.

BANKING

- Perform data entry and bookkeeping tasks for the business bank accounts.
- Perform daily or monthly bank reconciliations and preparation of cash report.

ACCOUNTS PAYABLE

- Enter purchase orders in accounting software.
- Process supplier invoices and payments.
- Assist with inventory stocktake.
- Execute and manage the accounts payable function.
- Record and calculate GST on imported goods.
- Process import duties and import charges.
- Calculate the cost of goods using appropriate foreign exchange rates.

PAYROLL

- Process fortnightly payroll for staff and associated tasks.
- Process mileage claims and reimbursement claims for all staff.

FIXED ASSETS

- Maintain and update fix assets register and other subledgers.
- Assist with documentation of all month end processes relating to Fixed Assets.

BAS, BUDGETING & REPORTING

- Assist with month-end and quarterly reporting.
- Assist in the preparation of annual budgets and monthly forecasts.

ACCOUNTS RECEIVABLE

- Manage the accounts receivable process including processing invoice adjustments and query resolution.
- Process and allocate payments and suspense accounts.



ASSISTANT ACCOUNTANT PROGRAM

INTERNSHIP AND VIRTUAL INTERNSHIP



Delivery mode

On-site Online





Software Xero/Myob



NextGen IQ 24/7 unlimited access



Instalment option available



Career Support

TOPICS COVERING

SET UP

- Accounts
- Codes
- Financial Settings
- Tax law Statutory regulations

BANKING

- Bank accounts
- Bank transactions
- Bank reconciliations
- Transfers

ACCOUNTS PAYABLE

- Purchase orders
- Supplier invoices
- Payments
- · Returns and credit notes
- Reconciliation of Accounts Payable
- · Accruals and expenses
- Accounts payable procedures

PAYROLL

- Pay runs
- Mileage claims
- Reimbursement claims
- Payroll tax and compliance (PAYG, payroll tax, superannuation)
- Leave calculations

FIXED ASSETS

- Fix assets register
- Depreciation
- Process documentation

BASIC REPORTING

- Reporting requirements
- Management accounts
- Financial reporting

ACCOUNTS RECEIVABLE

- Quotes
- Invoices
- Payments
- Returns and credit
- Centralised Accounts Receivable procedures
- Suspense accounts

Management Reporting

- Cost analyses
- Vendor reports
- Creditor statement



BAS/GST

- Month-end reconciliations
- BAS & FBT preparation
- BAS lodgement

YOU WILL GAIN AS ASSISTANT ACCOUNTANT INTERN

SET UP

- Manage accounts and record service transactions in accounting software.
- Set up and customise bookkeeping files using Xero and MYOB.

BANKING

- Perform data entry and bookkeeping tasks for the business bank accounts.
- Perform daily or monthly bank reconciliations and preparation of cash report.

ACCOUNTS PAYABLE

- Enter purchase orders in accounting software.
- Process supplier invoices and payments.
- Assist with inventory stocktake.
- Execute and manage the accounts payable function.
- Record and calculate GST on imported goods.
- Process import duties and import charges.
- Calculate the cost of goods using appropriate foreign exchange rates.

PAYROLL

- Process fortnightly payroll for staff and associated tasks.
- Process mileage claims and reimbursement claims for all staff.

FIXED ASSETS

- Maintain and update fix assets register and other subledgers.
- Assist with documentation of all month end processes relating to Fixed Assets.

BAS, BUDGETING & REPORTING

- Assist with month-end and quarterly reporting.
- Assist in the preparation of annual budgets and monthly forecasts.

ACCOUNTS RECEIVABLE

- Manage the accounts receivable process including processing invoice adjustments and query resolution.
- Process and allocate payments and suspense accounts.



INDIVIDUAL TAX PROGRAM (I-TAX) INTERNSHIP AND VIRTUAL INTERNSHIP



Delivery mode

On-site Online





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Software Xero Tax



NextGen IQ 24/7 unlimited access



Instalment option available



Career Support 50+ soft skill courses*

TOPICS COVERING

BASICS OF TAX

- Tax rates
- Tax-free threshold
- Resident status
- Record keeping
- Timing of a tax return

TAX OFFSETS

- Medicare levy
- Medicare levy surcharge
- · Family income
- Low income tax offsets
- Low and middle income tax offsets.
- Offset details in XPM
- Other eligible tax offsets

INCOME FOR INDIVIDUALS

- Assessable income
- Non-assessable income
- Exempt income
- Non-assessable non-exempt income
- Income details in XPM

ADJUSTMENTS

- Changes to taxpayer's circumstances
- · Part-year threshold
- · Working holiday income

ALLOWABLE DEDUCTIONS

- Elementary rules
- Occupation-specific deductions
- Deduction details in XPM

BUSINESS INCOME

- Assessable income
- Exclusions
- Methods of accounting

YOU WILL GAIN AS TAX INTERN

BASICS OF TAX

- Offer tax accounting advice to both clients and internal company departments.
- Assess and research difficult tax issues to identify solutions.
- Liaise with the Australian Taxation Office (ATO) and other regulatory bodies when required.

TAX OFFSETS

- Keeping up to date with current tax procedures and developments.
- Calculation of Medicare Levy (M1) & Medicare levy Surcharge (M2)

INCOME FOR INDIVIDUALS

- Prepare and lodge statutory tax returns, including BAS, Super, Payroll, etc.
- Identify Assessable income for the individuals and categorize it into respective Labels (Item 1-24)
- Complete the Income details in the Individual Tax Return.

BUSINESS INCOME

- Calculate corporate tax owed.
- Identify potential tax costs or inefficiencies arising from business transactions.
- Propose corporate tax reliefs or exemptions that can legally minimise tax costs.



TAX ACCOUNTANT PROGRAM INTERNSHIP AND VIRTUAL INTERNSHIP



Delivery mode On-site Online







Software Xero Tax



NextGen IO 24/7 unlimited access



Instalment option available



Career **Support** 50+ soft skill courses*

*T&C applies

BASICS OF TAX

- Tax rates
- Tax-free threshold

TOPICS COVERING

- Resident status
- Record keeping
- Timing of a tax return

INCOME FOR INDIVIDUALS

- Assessable income
- Non-assessable income
- · Exempt income
- Non-assessable nonexempt income
- Income details in XPM

ALLOWABLE DEDUCTIONS

- Elementary rules
- Occupation-specific deductions
- Deduction details in **XPM**

TAX OFFSETS

- Medicare levy
- Medicare levy surcharge
- Family income
- Low income tax offsets
- Low and middle income tax offsets
- Offset details in XPM
- Other eligible tax offsets

ADJUSTMENTS

- Changes to taxpayer's circumstances
- Part-year threshold
- Working holiday income

CAPITAL GAINS TAX

- CGT Assets
- Exemptions
- CGT events
- Record keeping
- Capital Gains or Losses

BUSINESS INCOME

- Assessable income
- Exclusions
- Methods of accounting

TAXATION OF TRUST

- Trustees
- Beneficiaries
- Registrations
- Trust income and losses
- Tax rates
- Tax return

TAXATION OF PARTNERSHIP

- Partnership structure
- Tax return

TAXATION OF SOLE TRADERS

- Net small business income
- Tax return

RENTAL

- ATO requirements
- Rental income
- Allowable deductions

YOU WILL GAIN AS TAX INTERN

BASICS OF TAX

- Offer tax accounting advice to both clients and internal company departments.
- Assess and research difficult tax issues to identify solutions.
- Liaise with the Australian Taxation Office (ATO) and other regulatory bodies when required.

RENTAL

- Possess strong knowledge of tax law and statutory regulations regarding investment property.
- Distribution of partners rental income.
- Allowable deductions.

INCOME FOR INDIVIDUALS

- Prepare and lodge statutory tax returns, including BAS, Super, Payroll, etc.
- Identify Assessable income for the individuals and categorize it into respective Labels (Item 1-24)
- Complete the Income details in the Individual Tax Return.

CAPITAL GAINS TAX

- Report capital gains and losses of an income tax return
- Calculate tax amount of the capital gains

TAX OFFSETS

- Keeping up to date with current tax procedures and developments.
- Calculation of Medicare Levy (M1) & Medicare levy Surcharge (M2)

BUSINESS INCOME

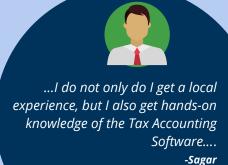
- Calculate corporate tax owed.
- Identify potential tax costs or inefficiencies arising from business transactions.
- Propose corporate tax reliefs or exemptions that can legally minimise tax costs.

TAXATION OF TRUST SOLE TRADERS | PARTNERSHIP

- Calculate corporate tax owed.
- Identify potential tax costs or inefficiencies arising from business transactions.
- Propose corporate tax reliefs or exemptions that can legally minimise tax costs.
- Collating a company's financial data, ensuring all accounts are in order.
- Filing annual tax returns in a timely manner.

ALLOWABLE DEDUCTIONS

 Identify allowable expenses and categorize them under D1 to D10



READ FULL STORY

ACCOUNTING GRADUATE PROGRAM INTERNSHIP AND VIRTUAL INTERNSHIP



Delivery mode

On-site Online



Duration 16 weeks



Software Xero/Myob -Xero Tax



NextGen IQ 24/7 unlimited access



Instalment option available



Career Support 50+ soft skill courses*

TOPICS COVERING

SET UP

- Accounts
- Codes
- Financial Settings
- Tax law Statutory regulations

BASIC REPORTING

- · Reporting requirements
- Management accounts
- Financial reporting

ALLOWABLE DEDUCTIONS

- Elementary rules
- Occupation-specific deductions
- Deduction details in XPM

ACCOUNTS PAYABLE

- Purchase orders
- Supplier invoices
- Payments
- Returns and credit notes
- Reconciliation of Accounts Payable
- Accruals and expenses

BAS/GST

- Month-end reconciliations
- BAS & FBT preparation
- BAS lodgement

TAX OFFSETS

- · Medicare levy surcharge
- Family income
- Low income tax offsets
- Low and middle income tax offsets
- · Offset details in XPM
- Other eligible tax offsets

FIXED ASSETS

- · Fix assets register
- Depreciation
- Process documentation

MANAGEMENT REPORTING

- Cost analyses
- Vendor reports
- Creditor statement

ADJUSTMENTS

- Changes to taxpayer's circumstances
- Part-year threshold
- · Working holiday income

ACCOUNTS RECEIVABLE

- Quotes
- Invoices
- Payments
- Returns and credit
- Centralised Accounts
 Receivable procedures
- Suspense accounts

BASICS OF TAX

- Tax rates, Tax-free threshold
- Resident status, Record keeping
- Timing of a tax return

BUSINESS INCOME

- Assessable income
- Exclusions
- Methods of accounting

BANKING

- Bank accounts
- Bank transactions
- Bank reconciliations
- Transfers

PAYROLL

- Pay runs
- Mileage claims
- Reimbursement claims
- Payroll tax and compliance (PAYG, payroll tax, superannuation)
- Leave calculations

INCOME FOR INDIVIDUALS

- Assessable income
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- Exempt income
- Non-assessable nonexempt income
- Income details in XPM

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YOU WILL GAIN AS ACCOUNTING INTERN

SET UP

- Manage accounts and record service transactions in accounting software.
- Set up and customise bookkeeping files using Xero and MYOB.

BAS, BUDGETING & REPORTING

- Prepare and lodge statutory tax returns.
- Assist with month-end and quarterly reporting.
- Assist in the preparation of annual budgets and monthly forecasts

ACCOUNTS PAYABLE

- Enter purchase orders in accounting software.
- Process supplier invoices and payments.
- Assist with inventory stocktake.
- Execute and manage the accounts payable function.
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- Process import duties and import charges.
- Calculate the cost of goods using foreign exchange rates.

BASICS OF TAX

- Offer tax accounting advice to both clients and internal company departments.
- Assess and research difficult tax issues to identify solutions.
- Liaise with the Australian Taxation Office (ATO) and other regulatory bodies when required.

FIXED ASSETS

- Maintain and update fix assets register and other subledgers.
- Assist with documentation of all month end processes relating to Fixed Assets.

INCOME FOR INDIVIDUALS

- Prepare and lodge statutory tax returns, including BAS, Super, Payroll, etc.
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- Complete the Income details in the Individual Tax Return

ACCOUNTS RECEIVABLE

- Manage the accounts receivable process including processing invoice adjustments and query resolution.
- Process and allocate payments and suspense accounts.

ALLOWABLE DEDUCTIONS

 Identify allowable expenses and categorize them under D1 to D10

BANKING

- Perform data entry and bookkeeping tasks for the business bank accounts.
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TAX OFFSETS

- Keeping up to date with current tax procedures and developments.
- Calculation of Medicare Levy (M1) & Medicare levy Surcharge (M2)

PAYROLL

- Process fortnightly payroll for staff and associated tasks.
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BUSINESS INCOME

- Calculate corporate tax owed.
- Identify potential tax costs or inefficiencies arising from business transactions.
- Propose corporate tax reliefs or exemptions that can legally minimise tax costs.

JOB OFFER GUARANTEE PROGRAM INTERNSHIP + CAREER PLANNING

KEY BENEFITS



Delivery mode

On-site

SIX-MONTH COMPREHENSIVE TRAINING

PRACTICAL SKILLS WITH

- Xero
- MYOB
- Xero Tax
- Xero PM



Software Xero/Myob -Xero Tax



 More than 30 comprehensive real client cases



NextGen IQ 24/7 unlimited access

ALL-ROUND CAREER SUPPORT

The Career support Workshop topics include but not limited to:

- Job search skills
- Resume makeover tips
- Cover letter designing
- LinkedIn profile updates
- Q&A session with Director



Instalment option available



Career Support 50+ soft skill courses*

GUARANTEED INTERVIEW & JOB OFFER

Otherwise get \$1000 refund!



Conditions apply

- -Candidates must achieve IEILTS Speaking 7.0+ or equivalent;
- -Candidates should finish all courses included in the package and pass all assessments in courses

CAREER SUPPORT PACKAGE ON-SITE (3 SESSIONS)

KEY BENEFITS



CV MAKE UP

 We'll add everything you've learned and handled during the program into your Resume so as to help you become most competent among other job candidates.

LINKEDIN PROFILE UPDATE

 Get your LinkedIn profile stand out from other students with the help of our professional mentors.

FACE TO FACE MOCK INTERVIEW

 Our director with 10+ years accounting experience will tell you what is the weapon for a job interview.

JOB RESEARCH

 Our mentors will help you find out the available job that fits you the most.

DREAM JOB!

BOOK FREE CAREER CONSULTATION HERE





XERO ACCOUNTS PAYABLE/RECEIVABLE

- Remote Only
- Software: Xero
- Portal valid for two days



XERO ADVISOR CERTIFICATE

- Onsite and Online
- Software: Xero
- Two-day intensive workshop
- Portal valid for three days
- General knowledge of Xero
- Official Xero Software Certificate



XERO PAYROLL CERTIFICATE

- On-site and Online
- Software: Xero

- One day intensive workshop
- Official Xero Software Certificate



INTERVIEW SKILLS

- Remote Only
- Portal: NextGen IQ
- Portal valid for two weeks



FINANCE SKILLS

- Remote Only
- Portal: NextGen IQ
- Portal valid for two weeks



COMMUNICATION SKILLS

- Remote Only
- Portal: NextGen IQ
- Portal valid for two weeks



PERSONAL DEVELOPMENT

- Remote Only
- Portal: NextGen IQ
- Portal valid for two weeks

INTERNSHIP CASE STUDY

ONSITE AND REMOTE



COMPLETE A MAIN COURSE

 Make sure you go over all the topics and basic knowledge taught in the programs before



GET FURNISHED WITH CASE STUDIES

- 10+ Comprehensive Case Studies
- Our CA trainers come up with these case study training materials using our company's confidential client data, which can be found nowhere else!
- Get your accounting knowledge bank fully furnished with our case study workshop!





'NextGen provide me with technical knowledge and practical hands-on experience...'



















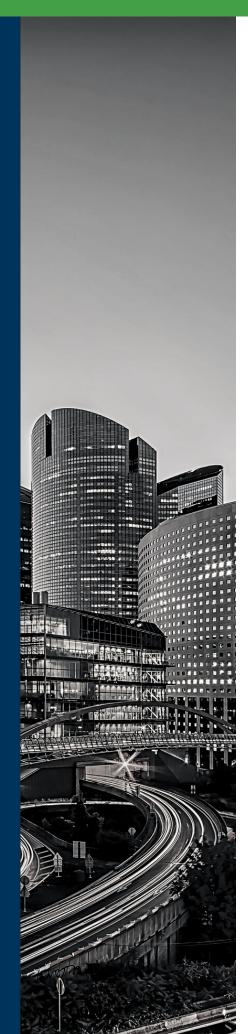








OUR OFFICES



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