

**ACCA JULY 2025 INTAKE  
BT – BUSINESS & TECHNOLOGY  
(EXAM: DEC 2025)  
tutorial time: 9.30AM – 11.30PM & 1.00PM – 3.00PM**

**Lecturer: Allan Tan Ee Ming**  
**MMIM MBA (Heriot Watt)(UK), B.Sc.(Sussex)(UK), Dip.Ed. (UKM)**  
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Session	Date	Day	Agenda
View Recorded lecture videos 1 to 10			
1	16-Aug-25	Sat	Live Tutorial 1
View Recorded lecture videos 11 to 20			
2	27-Sep-25	Sat	Live Tutorial 2
View Recorded lecture videos 21 to 29			
3	8-Nov-25	Sat	Live Tutorial 3
View Revision videos (4 hours)			

**NOTE:**

1. Recorded videos will be released minimum 14 days before the tutorial session. Each video is approximately 1 hour length.
2. Lecture materials, quizzes, mock exam and recorded videos will be uploaded to college 'Classin' LMS system ([www.classin.com](http://www.classin.com))
3. The live tutorial class will be conducted online through 'Classin' as well. Kindly take note that the tutorial class is **ONLY ON LIVE MODE. THERE WILL BE NO RECORDING OF TUTORIAL CLASS.** This is to encourage students to attend live and have two ways communication with the lecturer.
4. Please refer to the students' handbook in the college website ([www.crescendo.edu.my](http://www.crescendo.edu.my)) for information on college rules and regulations, feedback policy, refund, deferral, etc.

## BT LECTURE VIDEOS DETAILS

Video	Syllabus / Sub-topic	ACCA PER
1	A1-A2 : Types of business organisation / Stakeholders	2
2	A3: Political and legal factors affecting business	2
3	A4: Macroeconomic factors	2
4	A5: Microeconomic factors	2
5	A5-A8: Social, technological and environmental factors	2
6	A9: Competitive factors	2
7	B1-B2: The formal and informal business organisation/organisational structure	2
8	B2-B3: organisational structure/ Organisational culture	2
9	B4: Governance	4
10	B4-B5: governance /Sustainable business practices	4
11	C1: The relationship between accounting and other business functions	4
12	C2: Accounting and finance functions within business organisations	4
13	C4: Financial information provided by business	4
14	C5: Financial systems and technology	4
15	C6: Internal controls	4
16	C3: Regulation and financial crime	4
17	C7: The impact of advances in technology	4
18	D1: Leadership, management and supervision	5
19	D1: Leadership, management and supervision	5
20	D2-D3: Individual and group behaviour in business organisations	5
21	D4: Motivating individuals and teams	5
22	D5: Learning and training at work	5
23	D6: Review and appraisal of individual performance	13
24	E1 &E3: Personal effectiveness/Consequences of ineffectiveness at work	5
25	E4 & E2: Sources of conflict and techniques for conflict resolution	5
26	E5: Communicating in business	5
27	E5: Communicating in business	5
28	F1-F3: Fundamental principles of ethical behaviour	1
29	F4: Ethical conflicts and dilemmas	1
30	Revision	
31	Revision	