

Think Ahead

ACCA

Prepare to pass

A guide to help
you if you are
studying

Corporate
Reporting

P2

Prepare to pass

Welcome to your guide helping you to study for your P2 exam

Why use this guide?

- ✓ Structured approach to show you how to succeed
- ✓ Signposted resources and how to use them
- ✓ Tips for success to help you through your studies
- ✓ Interactive clickable checklists to keep you on track

This guide applies to exams for September and December 2017 and March and June 2018.

Sections

Getting started 03

Stages of study

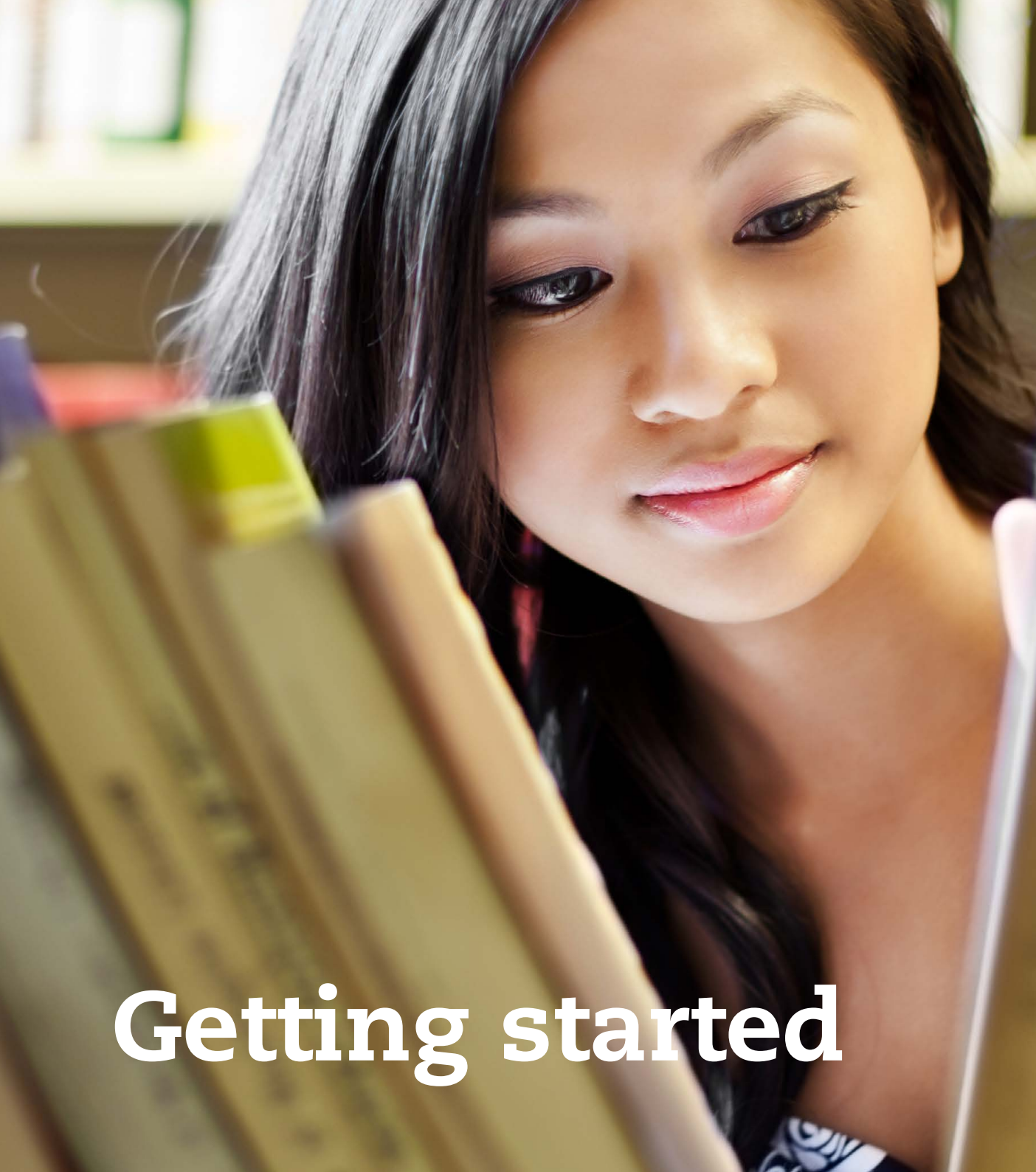
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Getting started

Your checklist

- ☐ Enter for your exam
- ☐ Buy an Approved Content Provider study text and question and answer bank
- ☐ Draw up your study plan
- ☐ Get to know your exam

Getting started – Tips for success

We strongly recommend that you buy a P2 [Approved Content Provider](#) study text and question and answer bank to ensure exam success. These provide:

- the most up to date content and syllabus coverage.
- tests, quizzes and other support designed to help you prepare for your exam.
- past exam questions updated for changes to the syllabus, question style and exam format as well as practice questions and answers and full mock exams to ensure you are fully prepared for your exam.

You may want to consider attending a face to face or online tuition course with one of ACCA's [Approved Learning Providers](#) for all or part of your studies.



Students who use approved content materials are more likely to pass than those who don't.



Tips for success

- ✓ The earlier you [enter for your exam](#) the less it costs! Use our [exam planner tool](#) to plan which exam(s) you want to sit and when.
- ✓ Use the [ACCA Learning Community](#) to link up with fellow students around the world studying the same exam as you – get tips, join discussions and share ideas and advice. You can also access live Q&A sessions and presentations.
- ✓ Spend some time familiarising yourself with the free resources available via the [exam resource finder](#) on the [student section](#) of the ACCA website – we will provide you with specific guidance on when and how to use these resources during the relevant stages of study.
- ✓ Remember to personalise your edition of [Student Accountant](#) so you receive P2 specific information as you need it.

- ✓ Consider working through the [professional skills modules](#) either before you start, or alongside your studies. These modules give you insight into professional skills that you can apply in your exam or in the workplace.
- ✓ If you think you could benefit from building your English language skills to help you succeed in your exam take a look at the [BPP English Language support for ACCA](#) which is a free online programme specifically designed to support you through your exams.

Exempt from F7?

- ✓ Make sure you have the assumed knowledge needed from F7 for P2 (see [P2 syllabus and study guide](#)).
- ✓ If you feel your knowledge is lacking, consider buying an F7 [Approved Content Provider](#) study text to refresh your understanding.

Getting started – Draw up your study plan

Study plan checklist

- Calculate the number of weeks from now until your exam date and draw up a plan – see the example to the left and a possible proforma for you to use on page 7
- You may need to add or take away weeks depending on your own circumstances and which exam sitting(s) you are focusing on
- Block out days/half days/evenings already committed to family/social events
- Plan study periods – evenings/half days/full days, aiming for roughly one evening/half day per chapter of your study text
- If possible leave a six week period for the revision and final preparation phases

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 1	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 2	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 3	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 4	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 5	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 6	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 7	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 8	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 9	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 10	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 11	REVISION						
Week 12	REVISION						
Week 13	REVISION						
Week 14	REVISION						
Week 15	REVISION						
Week 16	REVISION AND FINAL PREPARATION						

Evening study period
 Daytime study period
 Other commitments

Getting started – Draw up your study plan



Tips for success

When drawing up your study plan

- ✓ Be realistic and consider when you are best able to study – maybe early mornings work better for you or perhaps shorter, more frequent study periods.
- ✓ Once you have prepared your plan stick to it!
- ✓ Consider building in an extra study period after every few chapters to review and consolidate your learning.
- ✓ Take a 5-10 minute break every hour to help maintain your motivation and concentration.
- ✓ Use this plan whether you intend to self-study through all the phases or mix with some tuition from an [Approved Learning Provider](#).

Students who use ACCA's learning support resources achieve higher pass rates than those who don't.

Getting started – Your study plan

Print out and write down when you will study, relax and revise!

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 1							
Week 2							
Week 3							
Week 4							
Week 5							
Week 6							
Week 7							
Week 8							
Week 9							
Week 10							
Week 11	REVISION						
Week 12	REVISION						
Week 13	REVISION						
Week 14	REVISION						
Week 15	REVISION						
Week 16	REVISION AND FINAL PREPARATION						

☐☐☐

Getting started – Get to know your exam

- | | |
|-----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| □ Review the syllabus and study guide and the examinable documents for P2 | ➤ These give you an understanding of the aims and objectives of the exam, learning outcomes and exam structure as well as a comprehensive list of the documents examinable for the current exam sittings |
| □ Scan the most recent past exam for P2 | ➤ The most recent exam provides you with a clear picture of how P2 will be assessed and how the exam is structured as well as the likely style and range of questions that you could see in the real exam |
| □ Review the examining team's guidance | ➤ Using these resources at the start of your studies will help you understand the focus of the exam by concentrating on the exam structure, question style, exam technique and tips as well as pitfalls to avoid – see extracts from the examiner's approach article over the page |
| □ Review the examiner's reports from the last four sittings | ➤ These provide feedback on students' performance after each exam session, highlight problem areas that students need to improve on and tell you what the examining teams are looking for; take a quick look at P2 – A guide to using the examiner's reports to really benefit from the valuable advice provided |
| □ Read the exam technique articles for P2 | ➤ The articles – Exam technique for P2 , Passing the professional level papers and How to earn professional marks – will provide you with a head start in terms of knowing what to expect and how to approach exam standard questions |

Getting started – What the examiner has said about P2 (extracts from the examiner's approach article)



Comments on group accounting and accounting standards:

Group accounting – including cash flow statements – will be an important aspect of the syllabus, and will be examined at every exam session in Question 1. If group cash flow statements are examined, then the principles of group accounting may or may not be examined in Section B. Financial reporting in specialised, not-for-profit and public sector entities will be examined in general terms; students will be expected to apply their knowledge of the syllabus to straightforward transactions and events arising in these entities. **Detailed knowledge of the industry, or specialised accounting knowledge, will not be required but students will have to apply their accounting knowledge to the scenario set out in the question.**

The application of accounting standards will be an extremely important element of this exam, both in Section A and B. Students will have to advise a client on suitable accounting practices, based on existing accounting standards, as well as analysing and interpreting financial information and performance. Current issues will always be foremost in the mind of the examiner when writing the paper. These questions will often be driven by convergence issues and the work programme of the International Accounting Standards Board (IASB). New accounting standards will be examined as soon as is feasibly possible – so it is important to look at the Examinable Documents list relevant to your exam session.



Comments on the conceptual framework:

There will be an increasing emphasis on the conceptual framework which underpins the standards, and the examiner's approach will be to examine several standards at each diet. The key standards are those related to group accounting, cash flow, impairment, provisioning, non-current assets, taxation, employee benefits, leases, foreign exchange, intangibles, financial instruments, and reporting financial performance (including discontinued operations). The other standards are also important and will figure in exam questions. Environmental, social, and cultural considerations are important, although questions on these issues will not be as frequent as those on other topics. Financial instruments will be dealt with at a relatively simple level.

Students will be expected to read more widely than just their tutor's manuals. Such manuals are often very good but students need to supplement their reading in order to consolidate their knowledge. **Reading accountancy journals, if only on a selective basis, will enhance students' chances of success.**





Learning phase

Your checklist

- ☐ Work through the control sheet which has been designed to give you a structured approach to your learning phase to ensure you:
 - gain the knowledge you need; and
 - learn how to apply that knowledge to pass the exam

Learning phase – Get the most out of your control sheet



Students who ACCA's use learning support resources achieve higher exam scores than those who don't.



Use the control sheet relevant to the Approved Content Provider's materials you have purchased:

- ✓ Becker Professional Education – page 13 and 14
- ✓ BPP Learning Media – page 15 and 16
- ✓ Kaplan Publishing – page 17 and 18

Tick the box [Content](#) in the control sheet once you have:

- ✓ Read through the introduction to the chapter
- ✓ Actively read and understood each chapter's content
- ✓ Noted any additional commentary and exam focus tips provided
- ✓ Worked through and understood examples and illustrations of concepts given

Tick the box [Quiz/Test](#) in the control sheet once you have:

- ✓ Attempted the quiz at the end of the chapter (if you are using Becker or BPP material) or the test your understanding questions throughout the chapter (if you are using Kaplan material)

Tick the box [Questions](#) in the control sheet once you have:

- ✓ Attempted the questions referred to in the question bank – some of these you should do in full but others you can just draw up a plan for, depending on the time you have available
- ✓ Compared your answer, or plan, with the solution given and understood where you did well or not so well and why

Tick the box [ACCA related resources](#) in the control sheet once you have:

- ✓ Read / viewed the related ACCA article(s) / video(s) signposted
- ✓ Note that ACCA produces new articles and videos throughout the year and so you should always check the [technical articles](#) page on the website to ensure you have seen all of the related resources

Learning phase – Tips for success



Tips for success

- ✓ Actively read the material – ask yourself ‘do I understand this?’ If not re-read and re-work examples – if you still struggle, make a note and come back to it during the revision phase.
- ✓ Scan headings before going into the detail to give you an idea of the content first and consider highlighting, underlining, making notes, drawing pictures or mind maps – whatever helps you to remember.
- ✓ Consider using the additional resources provided by the [Approved Content Providers](#) including for example passcards or pocket notes to help you remember the key knowledge areas.
- ✓ Always work through the questions signposted – it is vital that you practise questions throughout the learning phase as this will ensure that you are applying the knowledge you learn as you progress.
- ✓ Make sure you use the ACCA resources to help your understanding – these give you real insight to help you in your exam.
- ✓ If you find you are not covering all of the material in each study period, build some extra time into your study plan – everyone works at a different pace.
- ✓ Keep an eye on [Student Accountant](#) for any relevant articles.
- ✓ Visit the [ACCA Learning Community](#) regularly to view new video content and to join online study events.
- ✓ There are [PER \(Practical Experience Requirement\) objectives](#) associated with specific syllabus areas and, if possible, you should try to gain experience in these alongside your studying as this will help you to put your studies into a workplace context and reinforce what you have learned.
- ✓ Try to read a good quality business journal or newspaper regularly and use this to help bring your studies to life by linking your learning into what you are reading.



Students who use approved content materials are more likely to pass than those who don't.



Learning phase – Control sheet for Becker Professional Education

Chapter	Content	Quiz/Test	Questions	ACCA related resources
✓ tick the boxes below when complete				
Introduction				
1 IFRS and corporate reporting				• IFRSs for SMEs
2 International issues				
3 Conceptual framework				• IASB's conceptual framework for financial reporting • Not-for-profit organisations – part 1 • Not-for-profit organisations – part 2
4 Reporting financial performance				• IFRS 13, Fair value measurement • Revenue revisited – parts 1 and 2 • What differentiates profit or loss from other comprehensive income?
5 Accounting policies, estimates and errors				
6 Non-current assets				• How to account for property
7 IAS 36 Impairment of assets				
8 Financial instruments				• Impairment of financial assets • What is a financial instrument? – part 1 • What is a financial instrument? – part 2 • IFRS 9 Financial instruments • When does debt seem to be equity • The definition and disclosure of capital
9 IAS 17 Leases				• Lease – operating or finance?
10 IFRS 8 Operating segments				
11 IAS 19 Employee benefits				
12 IAS 12 Income taxes				• Deferred tax
13 Provisions and contingencies				• Provisions
14 Related parties				
15 IFRS 2 Share-based payment				• IFRS 2, share-based payment
16 Conceptual principles of group accounting				
17 Basic group accounts				
18 Goodwill				• Impairment of goodwill
19 Complex groups				• Complex groups • Business combinations
20 Changes in shareholdings				• Objective business combinations – IFRS 3 (revised)

Learning phase – Control sheet for Becker Professional Education (continued)

Chapter	Content	Quiz/Test	Questions	ACCA related resources	
✓ tick the boxes below when complete					
21 Associates and joint arrangements					
22 Foreign currency transactions					
23 IAS 7 Statement of cash flows					
24 Analysis and interpretation					
25 IFRS 1 First-time adoption					
26 Ethics and the accountant					
27 Environmental reporting				<ul style="list-style-type: none"> • The integrated report framework 	
Further ACCA resources relevant for this exam				<ul style="list-style-type: none"> • Concepts of profit or loss and other comprehensive income • Bin the clutter • The industry question • Giving investors what they need • Corporate reporting case studies • Current issues • Study support video – Groups with accounting standards • Convergence between IFRS and US GAAP 	

Learning phase – Control sheet for BPP Learning Media

Chapter	Content	Quiz/Test	Questions	ACCA related resources	
✓ tick the boxes below when complete					
Introduction					
1 Financial reporting framework				<ul style="list-style-type: none"> IASB's conceptual framework for financial reporting Revenue revisited – parts 1 and 2 	
2 Professional and ethical duty of the accountant				<ul style="list-style-type: none"> Corporate reporting case studies 	
3 Non-current assets				<ul style="list-style-type: none"> How to account for property Impairment of financial assets Impairment of goodwill 	
4 Employee benefits				<ul style="list-style-type: none"> Impairment of financial assets 	
5 Provisions, contingencies and events after the reporting period				<ul style="list-style-type: none"> Provisions 	
6 Income taxes				<ul style="list-style-type: none"> Deferred tax 	
7 Financial instruments				<ul style="list-style-type: none"> What is a financial instrument? – part 1 What is a financial instrument? – part 2 IFRS 9 Financial instruments When does debt seem to be equity The definition and disclosure of capital 	
8 Leases				<ul style="list-style-type: none"> Lease – operating or finance? 	
9 Share-based payment				<ul style="list-style-type: none"> IFRS 2, share-based payment 	
10 Performance reporting				<ul style="list-style-type: none"> Bin the clutter 	
11 Related parties					
12 Revision of basic groups				<ul style="list-style-type: none"> Impairment of goodwill Objective business combinations – IFRS 3 (revised) 	
13 Complex groups and joint arrangements				<ul style="list-style-type: none"> Complex groups Corporate reporting case studies 	
14 Changes in group structures				<ul style="list-style-type: none"> Business combinations 	
15 Continuing and discontinued interests					
16 Foreign currency transactions and entities					
17 Group statements of cash flows					
18 Environmental and social reporting				<ul style="list-style-type: none"> The integrated report framework 	
19 Current developments					

Learning phase – Control sheet for BPP Learning Media (continued)

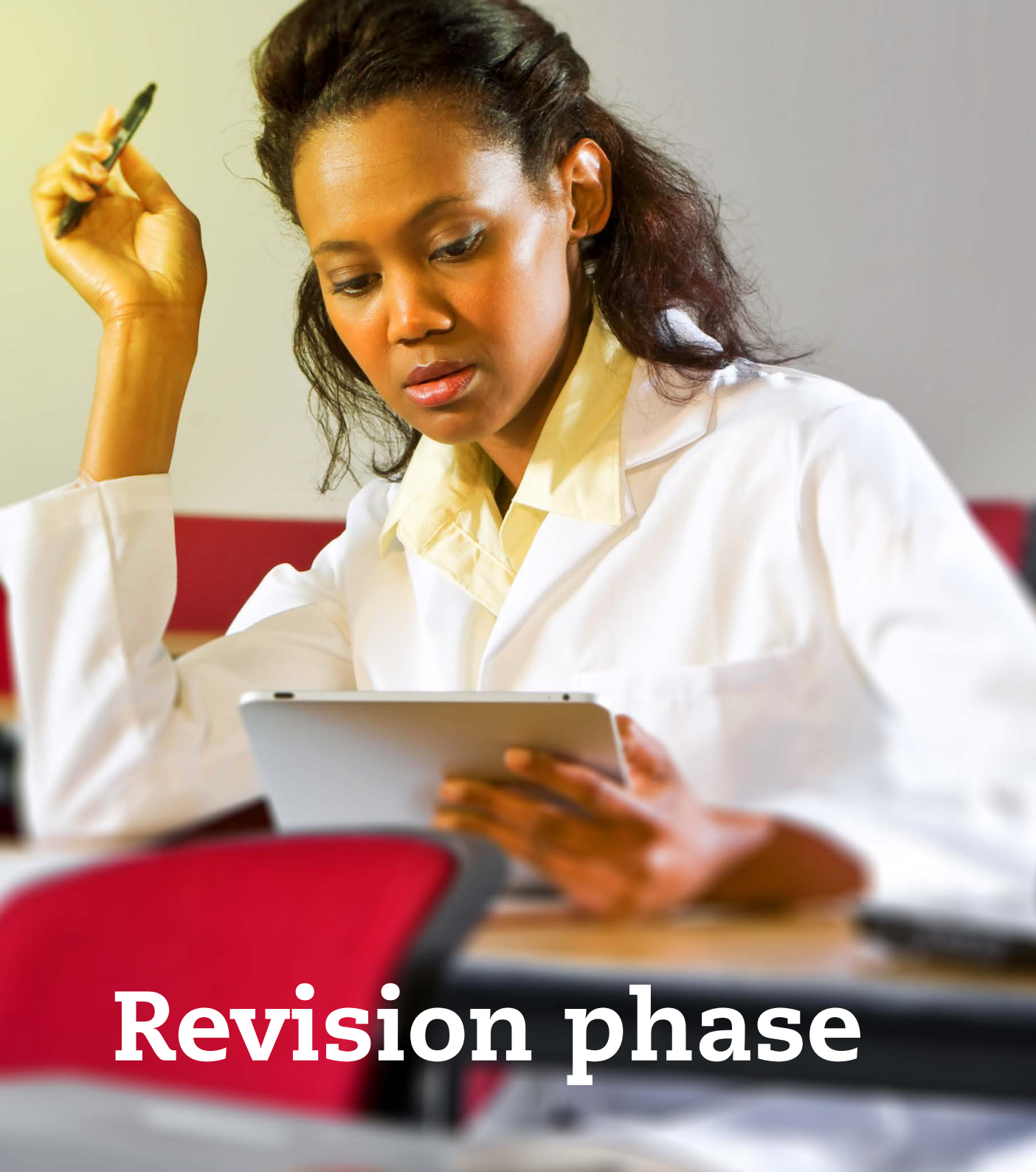
Chapter	Content	Quiz/Test	Questions	ACCA related resources
✓ tick the boxes below when complete				
20 Reporting for specialised entities				<ul style="list-style-type: none"> • Not-for-profit organisations – part 1 • Not-for-profit organisations – part 2
21 Reporting for small and medium-sized entities				<ul style="list-style-type: none"> • IFRSs for SMEs
Further ACCA resources relevant for this exam				<ul style="list-style-type: none"> • Concepts of profit or loss and other comprehensive income • What differentiates profit or loss from other comprehensive income? • The industry question • Current issues • Study support video – Groups with accounting standards • Convergence between IFRS and US GAAP • Giving investors what they need • IFRS 13, Fair value measurement

Learning phase – Control sheet for Kaplan Publishing

Chapter	Content	Quiz/Test	Questions	ACCA related resources	
✓ tick the boxes below when complete					
Introduction					
1 The conceptual framework				• IASB's conceptual framework for financial reporting	
2 The professional and ethical duty of the accountant					
3 Performance reporting and performance appraisal					
4 Revenue				• How to account for property	
5 Non-current assets, agriculture and inventories				• Revenue revisited – parts 1 and 2	
6 Foreign currency in individual financial statements					
7 Leases				• Lease – operating or finance?	
8 Employee benefits					
9 Share-based payment				• IFRS 2, share-based payment	
10 Events after the reporting period, provisions and contingencies				• Provisions	
11 Financial instruments				<ul style="list-style-type: none"> • Impairment of financial assets • What is a financial instrument? – part 1 • What is a financial instrument? – part 2 • IFRS 9 Financial instruments • When does debt seem to be equity • The definition and disclosure of capital 	
12 Tax				• Deferred tax	
13 Segment reporting					
14 Related parties					
15 Adoption of IFRS					
16 Specialised entities and specialised transactions				<ul style="list-style-type: none"> • Not-for-profit organisations – part 1 • Not-for-profit organisations – part 2 • IFRSs for SMEs 	
17 Non-financial reporting				• The integrated report framework	
18 Current issues					
19 Group accounting – basic groups				• Impairment of goodwill	
20 Complex groups				<ul style="list-style-type: none"> • Complex groups • Business combinations 	
21 Change in a group structure				• Objective business combinations – IFRS 3 (revised)	

Learning phase – Control sheet for Kaplan Publishing (continued)

Chapter	Content	Quiz/Test	Questions	ACCA related resources	
✓ tick the boxes below when complete					
22 Group accounting – foreign currency					
23 Group reorganisations					
24 Group statement of cash flows					
25 UK GAAP					
Further ACCA resources relevant for this exam				<ul style="list-style-type: none"> • Concepts of profit or loss and other comprehensive income • What differentiates profit or loss from other comprehensive income? • Bin the clutter • The industry question • Corporate reporting case studies • Current issues • Study support video – Groups with accounting standards • Convergence between IFRS and US GAAP • Giving investors what they need 	



Revision phase

Your checklist

- ☐ Revisit areas you struggled with during the learning phase
- ☐ Ensure you are confident with the knowledge needed to pass the exam
- ☐ Make sure you are able to apply that knowledge in questions

Revision phase – Question practice

- Exam-standard question practice is vital now
- Work through as many questions as possible and all mock exams included in the [Approved Content Provider](#) question and answer banks – remember these are best for question practice as they include past exam questions updated for syllabus and format changes
- Work through the most recent [past exam for P2](#) – this will provide you with a clear picture of what the exam will look like making sure you know what to expect on the day



Students who use examiners' reports are more likely to pass than those who don't.



Tips for success

- ✓ Consider blocking time in your study plan for specific questions or mock exams to ensure you cover everything.
- ✓ Don't be afraid to attempt questions you have already done – especially the ones you found tricky first time round.
- ✓ It is really important that you do some questions in full, to exam time – time management is often an issue and the more you prepare yourself the better you will perform in the exam.
- ✓ To keep motivation high, break some questions into individual parts, write plans or notes for some parts and do others in full.
- ✓ Work through the answers carefully – pay attention to areas you got wrong and understand where you went wrong – it is better to do a few questions well, than lots of questions badly.
- ✓ Try not to look at the answers before really attempting the question – you won't be able to do this in the real exam!
- ✓ Don't forget to review the marking guide too – you need to understand how marks are allocated to ensure you know how to maximise your marks.

Revision phase – Key resources

- Review the [examining team's guidance](#) again in the context of what you have learnt
- Remind yourself of areas that students often struggle with and obtain tips on how to ensure you do not make the same mistakes by reviewing the [examiner's reports](#) from the last four sittings again, this time working through [P2 – A guide to using the examiner's reports](#) to really benefit from the valuable advice provided
- View the study support video referred to in your control sheet again – this time focusing on the exam technique aspects.
- View the study support video – [Professional marks – the difference between a pass and a fail](#) to better prepare you for questions in the real exam.
- Read the exam technique articles – [Exam technique for Paper P2](#), [Passing the professional level papers](#) and [How to earn professional marks](#) again – this time using the techniques to help you practise questions
- Make sure you read the [study skills articles in Student Accountant](#) covering topics such as how to overcome exam anxiety as well as checking the [Student Accountant Hub](#) for any new technical articles related to P2



Students who use 5 minutes with the examining team videos are more likely to pass than those who don't.



Tips for success

- ✓ Don't give up easily – if you really cannot understand something then consider posting a question on the [ACCA Learning Community](#) – if you found it difficult so will have others.
- ✓ Don't forget there are [professional skills modules](#) which you might find useful in giving you some practical guidance when answering questions.

Revision phase – What the examiner has said about P2 (extract from the December 2016 examiner's report)

“ Comments on question 1:

Question 1a required candidates to prepare a consolidated statement of profit or loss and other comprehensive and this carried 35 marks. Many candidates showed their workings on the face of the consolidated statement of profit or loss and other comprehensive income by bracketing a series of additions and subtractions of what could have been random numbers. **Markers will look to see if there are recognisable figures in such a working but it is important to describe the calculation** so that the marker can establish the principles behind the numbers. It is probably advisable to show a separate working for each complex item in the consolidated statement of profit or loss and other comprehensive income with a description of the nature of the calculation. The published model answer for this question sets out such workings.

This type of question will often include an acquisition or disposal of a subsidiary during the period, which require a candidate to time apportion the results of the subsidiary. Marks are allocated for this time apportionment. Invariably, there will also be a goodwill calculation, which is associated with the acquisition or disposal of the subsidiary. Obviously if there is a disposal of a subsidiary, then a loss on disposal will have to be calculated from the group's perspective.

This calculation will generally attract quite high marks. Other elements, which appear in these types of questions, are investment property gains/losses, pension scheme

adjustments and, particularly with the recent issue of IFRS 15 Revenue from Contracts with Customers, revenue calculations.

The presentation of the consolidated statement in terms of the analysis of profit attributable and total comprehensive income attributable to the owners and NCI should not be ignored by candidates because it also attracts high marks. As these figures are generated from the candidates own workings, **markers will normally use the own figure rule (OFR) in allocating marks.** Many of the figures in this question should have been derived from the question paper and therefore, the own figure rule would be used less than in other group accounting questions. However, it was used where appropriate, for example some candidates time apportioned the disposal of the subsidiary incorrectly - this error also affected the equity accounting for the associate in the period after the sale.

This type of question attracts a varied approach by candidates in the layout of their answers. This makes marking the question quite difficult and so **annotated workings are essential.** Many candidates produce incomplete calculations for items particularly on the face of the consolidated statement of profit or loss and other comprehensive income. This can cause problems particularly where the OFR is used as the candidate has not actually calculated their 'own figure' if the working has not been completed.

”



Final preparation

Your checklist

- ☐ You are clear on the knowledge you need to pass the exam as well as how to apply that knowledge
- ☐ You have the skills you need to pass the exam – eg time management

Ensure you are familiar with:

- ☐ the exam format
- ☐ the style of questions
- ☐ the way the marks are allocated
- ☐ what specific syllabus areas are likely to be tested and in which questions

Final preparation – Tips for success

An extract from the syllabus and study guide for P2:

Students should be capable of relating professional issues to relevant concepts and practical situations. The evaluation of alternative accounting practices and the identification and prioritisation of issues will be a key element of the paper. Professional and ethical judgement will need to be exercised, together with the integration of technical knowledge when addressing corporate reporting issues in a business context.

Global issues will be addressed via the current issues questions on the paper. Students will be required to adopt either a stakeholder or an external focus in answering questions and to demonstrate personal skills such as problem solving, dealing with information and decision making. The paper also deals with specific professional knowledge appropriate to the preparation and presentation of consolidated and other financial statements from accounting data, to conform with accounting standards.



An extract from the sample September / December 2016 answers:

Question 1 (a)	Marks
Revenue	4
Investment income and properties	3
Goodwill Ginny	2
Net assets and NCI at disposal	3
Ginny disposal	5
Ginny associate	3
Boo and impairment	3
Provision	2
Pension	3
Non-controlling interest	4
Income tax expense	1
Presentation of OCI into reclassified/ not reclassified to profit or loss	1
Split of profit and OCI between parent and NCI	1
	<hr/>
	35
	<hr/>

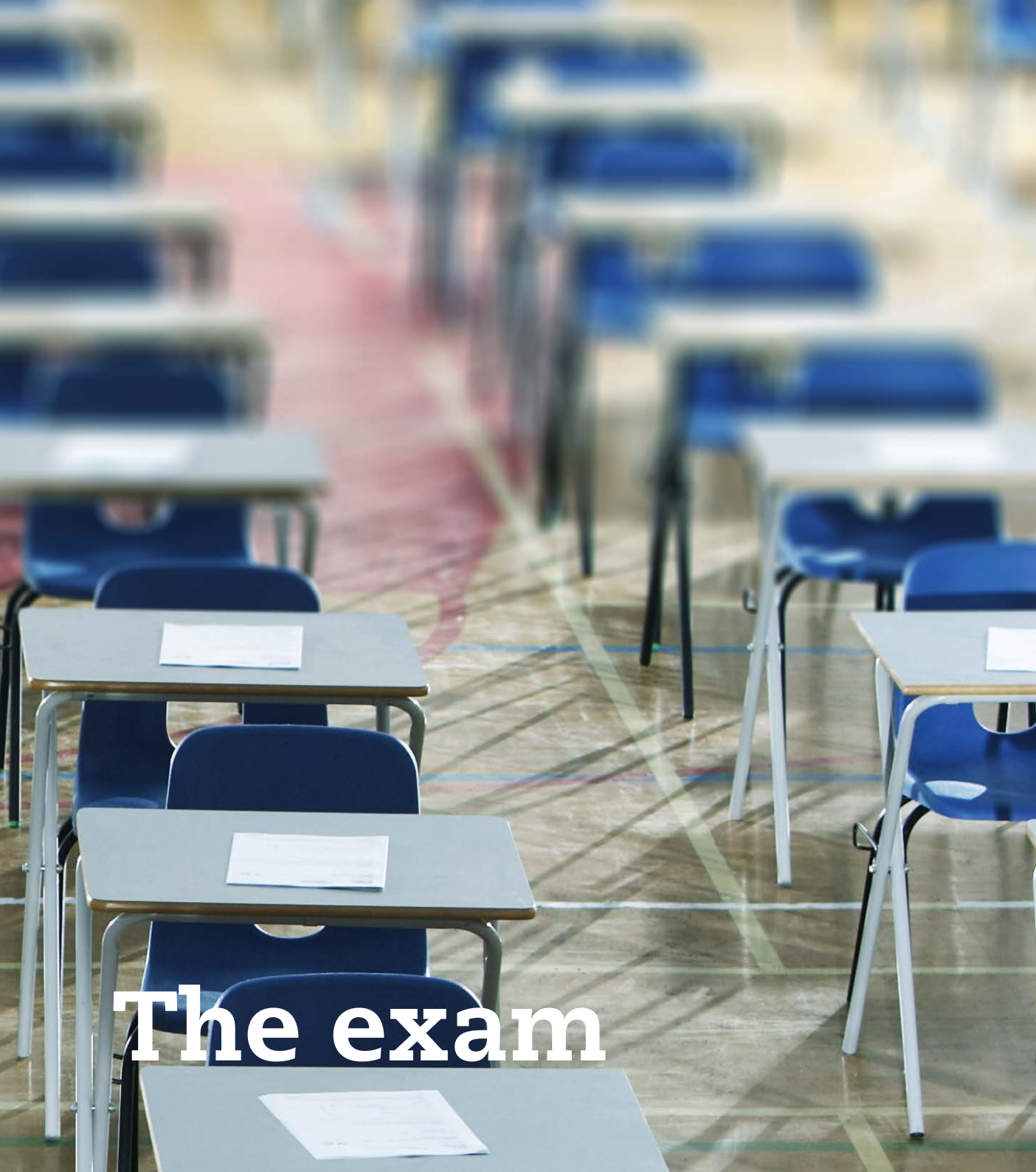


Students who use specimen resources are more likely to pass than those who don't.



Tips for success

- ✓ Go over questions again that you found difficult during the revision phase and make sure you attempt at least one mock again in full to time.
- ✓ If you are unsure about the exam format, the style of questions or what specific syllabus areas are likely to be tested in which questions, read the [syllabus and study guide](#) again.
- ✓ If you are not sure about how the marks are allocated review the most recent [past exam for P2](#) again.



The exam

Your checklist

- ☐ Make sure you are ready to walk into your exam

The Exam – Tips for success



Tips for success

Very few students enjoy taking exams but there are things you can do to make the experience less stressful!

- ✓ Identify where the exam hall is.
- ✓ Plan your route to the exam hall, considering the time of day you will be travelling and any potential issues.
- ✓ Have in place a back-up plan in case of traffic problems or public transport delays.
- ✓ Ensure you have all the equipment you need for the exam (black pens, calculator etc).
- ✓ Don't forget to take your exam docket with you as well as your student identification.
- ✓ Eat properly before you leave for the exam.
- ✓ Sleep properly – do not spend the night before doing last minute late night revision – you will perform so much better if you are alert and well rested (and in any case, last minute revision will only cause you to panic!).
- ✓ Try not to get into discussions with fellow students just before the exam about what might come up – again this will only cause you stress.

Once the exam is over:

- ✓ Relax.
- ✓ Don't over analyse – you cannot change anything now!

Good
Luck!

Appendix – Links

Appendix – Links

Page No.	Link	URL
04	Enter for your exam	http://www.accaglobal.com/gb/en/student/acca-qual-student-journey/exams/enter-an-exam.html
04	Exam planner tool	http://www.accaglobal.com/gb/en/student/exam-entry-and-administration/enter-an-exam/exam-planner.html
04	Exam resource finder	http://www.accaglobal.com/gb/en/student/exam-support-resources.html
04	Student section	http://www.accaglobal.com/gb/en/student.html
04	BPP English Language support for ACCA	http://www.accaglobal.com/gb/en/student/exam-support-resources/bpp-english-language-course.html
04, 06	Approved Learning Provider(s)	http://www.accaglobal.com/gb/en/student/your-study-options/learning-providers.html
04, 08, 24	Syllabus and study guide	http://www.accaglobal.com/gb/en/student/exam-support-resources/professional-exams-study-resources/p2/syllabus-study-guide/p2-international-int-syllabus-study-guide.html
04, 12	Student Accountant	http://www.accaglobal.com/gb/en/employer/supporting-trainees/sa-direct.html
04, 12, 20	Approved Content Provider(s)	http://www.accaglobal.com/gb/en/student/your-study-options/alp-content.html
04, 12, 21	ACCA Learning Community	https://learningcommunity.accaglobal.com
04, 21	Professional skills modules	http://studentvirtuallearn.accaglobal.com/index.php
08, 21	P2 – A guide to using the examiner's reports	http://www.accaglobal.com/content/dam/ACCA_Global/Learning%20Providers/exam-reflection/Reflections-1st-P2-Corporate-Reporting-FORM.PDF
08	Examinable documents	http://www.accaglobal.com/gb/en/student/exam-support-resources/professional-exams-study-resources/p2/examinable-documents.html
08, 20, 24	Past exam for P2	http://www.accaglobal.com/gb/en/student/exam-support-resources/professional-exams-study-resources/p2/past-exam-papers/international-stream.html
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08, 21	Examiner's reports	http://www.accaglobal.com/gb/en/student/exam-support-resources/professional-exams-study-resources/p2/examiners-reports.html
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13, 15, 17	What is a financial instrument? – part 2	http://www.accaglobal.com/gb/en/student/exam-support-resources/fundamentals-exams-study-resources/f7/technical-articles/financial-instrument-part2.html
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13, 16, 17	Not-for-profit organisations – part 2	http://www.accaglobal.com/gb/en/student/acca-qual-student-journey/qual-resource/acca-qualification/f5/technical-articles/NFP-org-pt2.html
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