

ACCA Taxation (UK) FA22 ECR Study Guidance

Your ACCA Enhanced Classroom product – useful information

Welcome to your ACCA ECR programme which is provided in partnership with BPP Professional Education. Below is an overview about the Enhanced Classroom element of your learning programme, plus some guidance for you to follow when studying.

Key features of the BPP Enhanced Classroom product

- **Recorded lectures**

Your learning content is broken into syllabus topics. The recorded lectures, which can be viewed at any time, help you to understand and apply the syllabus content by either explaining a concept, showing you a worked example, or providing you with an opportunity to apply the concept yourself. The lectures follow the BPP Course Notes.

- **Assessment activities**

The online assessments and further question practice activities will help you identify your strengths and weaknesses on specific areas, demonstrate learning of the core syllabus knowledge and provide you with lots of opportunity to practice and include real life examples. You can attempt some of the assessments as many times as you wish, and feedback is provided on each answer you provide.

- **Updates & Announcements forum**

In the Forums area you will see Updates & Announcements – this provides information such as when the Hub will be unavailable, and for how long, due to scheduled maintenance. We recommend that you check this forum on a regular basis.

How to log in to the BPP Hub.

You will receive a 'trigger' email to activate your account from 'hubwelcome@BPP.com' (note you may find this in your email 'junk' folder). All subsequent courses will be accessed via the same online account, so we recommend you take careful note of your login details. Once you have triggered your account, follow the below steps:

- 1) Go to <https://bpp.com/account>
- 2) Log in with your User name and Password.
- 3) Navigate to Step 1 where you will find an introductory recording about your ACCA paper, and some FAQs about the Hub

If you ever forget your Password, you can generate a new one by clicking the 'Forgotten password?' link and by typing in your email address. You will be sent a code which you can use to reset your password.

If you have received your login details and are experiencing any technical difficulties logging in, please contact BPP's 24/7 IT helpdesk via bpptac@bpp.com.

We hope you enjoy your ACCA studies, and wish you luck in your exam.

Getting started

If you are new to studying online, before you begin you may find it useful to access the 'ECR product demonstration' video in the 'Making the most of your BPP Digital resources' section in the Hub:

Making the most of your BPP Digital resources



The BPP Hub & Hub Mobile App

Learn more about the BPP Hub, your gateway to everything you need:

- How to access the digital resources including recorded videos, online assessments, practice questions and much more
- Forums for BPP in centre, OCR and OCR Live students where you can raise questions to your tutor
- OCR Live students can access the online live classroom sessions (and recordings) via the Hub
- How to download the BPP Hub App - allowing you to learn on the go

[Welcome to the Hub](#)

[BPP ECR product demonstration](#)

[Download the Hub Mobile App and learn on the go](#)

[Mobile apps to support your learning journey](#)

Guidance

Studying for TX (UK)

We have structured this guidance so that you have a good idea of how much work you should be doing in preparation for each Step assessment. However, we recognise that everyone studies at different speeds, so you will need to ensure that any targets you set yourself are realistic.

How to study via ECR

Your aim is to work through your BPP Workbook along with the recorded lectures and online assessments in the Enhanced Classroom online content. The Workbook you have been provided with should be annotated as you work through the material, and the lecture examples should be completed.

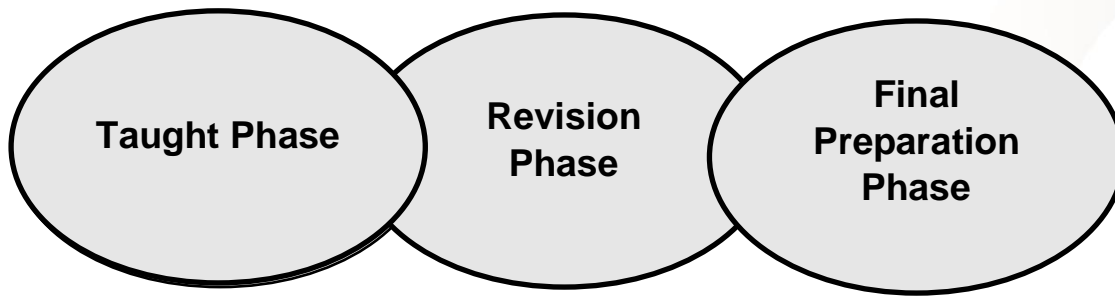
In order to work through the Workbook, we recommend you can use the following method:

- Listen to the recorded lectures in full and annotate the Workbook as you go;
- For lecture examples, have a go at them and if you find them easy, just use the answer at the back of the Workbook to check your understanding. If you have struggled with the lecture example, then use the recorded lectures to go through the theory and the answers in more detail.

The guidance below will give you some pointers as to which areas to prioritise. Try to cover the topics and activities in the guidance in the order shown. Before you start the next day of study, attempt any homework and recap any areas you have struggled with.

Errata

As we become aware of errata in the material, the errata sheet will be updated. You can access this under the 'Reference Resources' section, which is also under 'Getting Started' on the Hub.



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 Taxation UK FA22 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

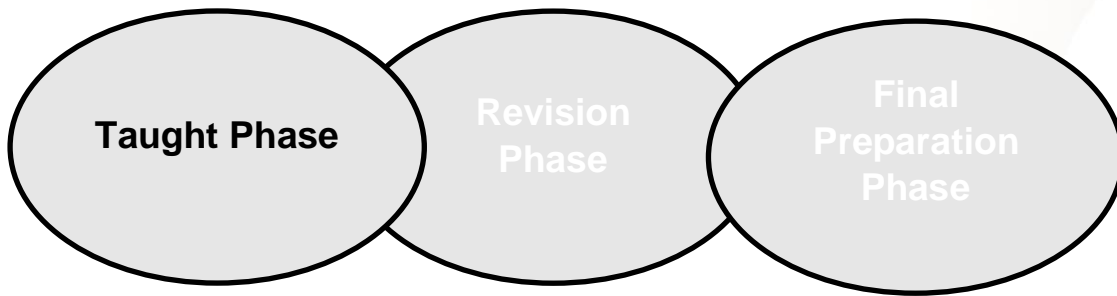
The aim here is to bring all of your skills and knowledge together in a final mock exam: Step 8 of the Achievement Ladder.

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 looking at the information provided in the **Introduction** section, in particular:

- Watch the Introduction to Taxation and How to study and pass video.
- Review the ACCA Support Resources and the ACCA Practice Experience Requirement (PER) Support

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 TX 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 Achievement Ladder Steps, when you have covered all the chapters in that step, you should attempt the relevant Achievement Ladder Step.

Introduction	Approx. 0.5 hours
<ul style="list-style-type: none">• Before diving into the technical detail spend some very useful time looking at the Introduction section and getting familiar with the role that your Workbook plays in your learning, the overall description of the paper and the format of the exam.• Watch the Introduction to TX and How to Study and Pass and read the other introductory information.	

Step 1

This guidance gives a total of approximately **9 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 – Introduction to the UK Tax System	Approx. 0.5 hours
<p>Key areas</p> <p>In this section you will see the objectives of the tax system and you will also start to build up your knowledge of the income tax computation and the calculation of an income tax liability for the year</p>	
<p>Online lecture</p> <p>Work through the online lecture and the relevant sections of the Workbook.</p> <p>Work through the online lecture in conjunction with the relevant sections of the Workbook. This is essentially a brief introduction that provides background to the rest of the paper. Once you appreciate the meaning of a tax year and the difference between tax avoidance and tax evasion you can then move on.</p> <p>Further reading, technical articles and question practice</p> <p>Attempt further 'essential reading' as specified within the chapter and read any recommended ACCA articles (if any) as specified at the end of the chapter. Also, attempt P&A questions in this step relevant to the chapter.</p>	30 mins
Chapter 2– Computing taxable income and income tax liability	Approx. 2 hours
<p>Online Lectures</p> <p>Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the illustrations and pause the recording to have a go at the activities. All this content is important and likely to be tested anywhere on the exam.</p>	2 hours
Chapter 3 – Employment Income	Approx. 40 mins
<p>Key areas</p> <p>This section explores the income tax implications of earning a salary and benefits from being employed (as opposed to self-employed).</p>	
<p>Online Lectures</p> <p>Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.</p>	40 mins

Chapter 4 – Taxable and exempt benefits	Approx. 2 hours
Online Lectures <ul style="list-style-type: none"> Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities. 	1.5 hours
Attempt Azure plc from the Further Question Practice in your Workbook	30 mins

Skills Checkpoint 1 – Approach to Objective Test (OT) Questions	Approx. 30 mins
This is the first skills checkpoint and provides you with essential skills and tips on how to approach objective test questions (OTQs).	30 mins

Practise and Apply	Approx. 75 mins
There are some objective test questions (OTQs) on the Practise and Apply pdf. Please also attempt the following question: <ul style="list-style-type: none"> Q1 Wai 	75 mins

Additional Practice	Approx. 75 mins
For additional practice you could try the following questions from the Workbook: <ul style="list-style-type: none"> Q9 Sandeep, Harriet and Romelu Q11 Michael and Josie 	75 mins

Achievement Ladder Step 1	Approx. 60 mins
This 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.	
Now you have covered Step 1 you are ready to take your first step towards exam success!	60 mins
Your Achievement Ladder Step 1 is a 20 mark Practice Test, based on Step 1.	

Step 2

This guidance gives a total of approximately **5 hours of study**

Chapter 5 – Pensions	Approx. 60 mins
Key areas In this section you cover two important areas from the point of view of income tax, both of which are likely to appear in the exam that you sit.	
Online Lectures <ul style="list-style-type: none">Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.	60 mins

Chapter 6 – Property Income	Approx. 50 mins
Online Lectures <ul style="list-style-type: none">Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.Property income is easily tested so you should be prepared for a question on this area. Remember we use the cash basis as our default to compute taxable property income for individuals. Property income is not just the rent you receive from your tenants you can deduct those expenses paid that relate wholly and exclusively to the property business, with special rules for finance costs on the letting of residential property. Don't forget about rent-a-room relief either – it would be easy to get that into a multiple choice question in your exam.	50 mins

Practise and Apply	Approx. 75 mins
Attempt the following question from the Practise and Apply pdf: <ul style="list-style-type: none">Q1 Rosie and SamQ2 John	75 mins

Additional Practice	Approx. 60 mins
Practise and Apply Attempt the following questions from the study text: <ul style="list-style-type: none">Q27 – 34 Gary, George and GeraldineQ35 Rafe	60 mins

Achievement Ladder Step 2	Approx. 60 mins
<p>This 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>Achievement Ladder Step</p> <p>Now you have covered Steps 1 and 2 you are ready to take your next step towards exam success!</p> <p>Your Achievement Ladder Step 2 comprises two questions: two 10-mark objective test case questions. They are based on Steps 1 and 2. Once you have attempted the questions review the suggested solutions carefully. As well as noting the things you got wrong (which is important for your learning) take a moment to congratulate yourself on the things you got right too! Nobody needs to be perfect in ACCA TX.</p>	60 mins

Step 3

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

Chapter 7 – Computing trading income	Approx. 60 mins
Key areas This section looks at how self-employed people (sole traders and partners) are taxed on their profits.	
Online Lectures <ul style="list-style-type: none">• Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.• The key area here are the adjustments to profits that a trader must make to arrive at his taxable trading income.	60 mins

Chapter 8– Capital Allowances	Approx. 1.5 hours
Online Lectures <ul style="list-style-type: none">• Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.• All of this content is important and likely to be tested in your real exam.	1.5 hours

Chapter 9 – Assessing trading income	Approx. 80 mins
Online Lectures <ul style="list-style-type: none">• Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.• It is important that you commit these rules to memory. The opening year rules in particular can be tested anywhere on the exam.• In the Question and Answer (Q&A) Bank at the back of your study text you will find Question 44 Archie	50 mins 30 mins

Chapter 10 – Trading losses	Approx. 1.25 hours
<p>Online Lectures Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.</p>	1.25 hours
Chapter 11 – Partnerships and limited liability partnerships	Approx. 40 mins
<p>Online Lectures</p> <ul style="list-style-type: none"> • Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities. 	40 mins
Chapter 12 – National Insurance contributions	Approx. 40 mins
<p>Key Areas This section covers how employees, employers and self-employed individuals calculate and pay their national insurance contributions</p>	
<p>Online Lectures</p> <ul style="list-style-type: none"> • Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities. 	40 mins
Skills Checkpoint 2 – Effective use of Spreadsheets	Approx. 30 mins
<p>This checkpoint provides you with the skills required to use the spreadsheet software efficiently in the exam.</p>	
<p>Online Lectures</p> <ul style="list-style-type: none"> • Work through the online lecture in conjunction with the relevant sections of the Workbook. Pause the recording to apply the learning to the skills activity then review the debrief. • Note that the spreadsheet software which will be used in the exam is not Microsoft Excel so you should ensure you make use of the practice software via the ACCA website. 	30 mins

Practise and Apply	Approx. 150 mins
<p>Attempt the following questions from the Practise and Apply pdf:</p> <ul style="list-style-type: none"> • Q1 Dill • Q2 Samson and Delilah. • Q3 George • Q4 Daniel, Francine and Gregor 	150 mins

Achievement Ladder Step 3	Approx. 120 mins
<p>This 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>Achievement Ladder Step</p> <p>Now you have covered Steps 1 - 3 you are ready to take your next step towards exam success!</p> <p>Your Achievement Ladder Step 3 is a 40 mark Practice Test, based on Steps 1-3</p> <p>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 Step1 : 70 mins, reviewing answers carefully : 50 mins</p>	120 mins

Step 4

This guidance gives a total of approximately **12.5 hours of study**.

Chapter 13 – Computing chargeable gains	Approx. 70 mins
<p>Key areas</p> <p>This section will introduce you to a new tax. Individuals pay capital gains tax on their chargeable gains. You will learn about a number of types of disposal, how the capital gains tax liability is affected by the type of asset you are disposing of and importantly how the liability might be relieved to minimise the tax liability of your client.</p>	
<p>Online Lectures</p> <ul style="list-style-type: none">• Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.• The key areas here are the calculation of the chargeable gain, utilisation of capital losses, computing the capital gains tax payable and dealing with part-disposals.	70 mins

Chapter 14– Chattels and private residence relief	Approx. 45 mins
<p>Online Lectures</p> <ul style="list-style-type: none">• Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.• In this section we have two key areas. The disposal of chattels involves the application of special rules depending on the useful life of those chattels. The other area is the private residence relief which means that gains generated on the sale of one's own home can escape the capital gains tax net altogether.	45 mins

Chapter 15 – Business reliefs	Approx. 60 mins
<p>Online Lectures</p> <ul style="list-style-type: none"> Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities. Key areas here are business asset disposal relief which is available on the disposal of businesses or interests in businesses, gift holdover relief which can defer the chargeability of a gain on disposal of an asset that was used in a person's trade, and replacement of business asset relief which defers the gain on disposal of business assets that are replaced with new ones. 	60 mins

Chapter 16 – Taxable and exempt benefits	Approx. 50 mins
<p>Online Lectures</p> <ul style="list-style-type: none"> Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities. 	50 mins

Chapter 17– Self-assessment and payment of tax by individuals	Approx. 40 mins
<p>Online Lectures</p> <ul style="list-style-type: none"> Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities. 	40 mins

Chapter 18 – Inheritance tax	Approx. 2 hours
<p>Online Lectures</p> <ul style="list-style-type: none"> Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities. 	2 hours

Skills Checkpoint 3 – Tax administration and the payment of tax	Approx. 30 mins
This checkpoint provides you with further skills in relation to the administration and payment of tax.	
<p>Online Lectures</p> <p>Work through the online lecture in conjunction with the relevant sections of the Workbook. Pause the recording to apply the learning to the skills activity then review the debrief.</p>	30 mins

Practise and Apply	Approx. 3.4 hours
<p>Attempt the following questions from the Practise and Apply pdf for this section, as well as the OTQs suggested on the UK tax system and its administration:</p> <ul style="list-style-type: none"> • Q1 Winston • Q2 Nim • Q3 Ernest • Q4 Marcus • Q5 Kendra • Q6 Kagan 	200 mins

Additional Practice	Approx. 30 mins
<p>For additional practice you could try the following question on business reliefs from the Workbook:</p> <ul style="list-style-type: none"> • Q91 – 95 Roy and Graham 	30 mins

Step 5

This guidance gives a total of approximately **11.75 hours of study**

Chapter 19– Computing taxable total profits and the corporation tax liability	Approx. 60 mins
Key areas This section introduces corporation tax which is a tax on the income and gains generated by companies. You will also learn how you can do some basic tax planning to reduce the corporation tax liability of a group of companies and the basic rules for corporation tax self-assessment.	
Online Lectures <ul style="list-style-type: none">Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.	60 mins
Chapter 20 – Chargeable gains for companies	Approx. 50 mins
Online Lectures <ul style="list-style-type: none">Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.	50 mins
Chapter 21 – Losses	Approx. 40 mins
Online Lectures <ul style="list-style-type: none">Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.	40 mins
Chapter 22 – Groups	Approx. 60 mins
Online Lectures <ul style="list-style-type: none">Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.	60 mins

Chapter 23 – Self-assessment and payment of tax by companies	Approx. 35 mins
<p>Key Areas</p> <p>Like chapter 17 for individuals, this section deals with the administration requirements for corporation tax.</p>	
<p>Online Lectures</p> <ul style="list-style-type: none"> Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities. 	35 mins

Skills Checkpoint 4 – Section C Questions	Approx. 40 mins
<p>Online Lectures</p> <ul style="list-style-type: none"> Work through the online lecture in conjunction with the relevant sections of the Workbook. Pause the recording to apply the learning to the skills activity then review the debrief. This is a really important checkpoint to read and take on board as Section C questions will make up 40 marks in your exam so you will need to have a good go at answering the questions. 	40 mins

Practise and Apply	Approx. 4 hours
<p>Attempt the following questions from the Practise and Apply pdf for this section:</p> <ul style="list-style-type: none"> Q1 Kat Q2 Alimag Ltd Q3 Retro Ltd Q4 Black Ltd and Gastron Ltd Q5 Tay Ltd Q6 Sugar plc Q7 Lucky Ltd 	4 hours

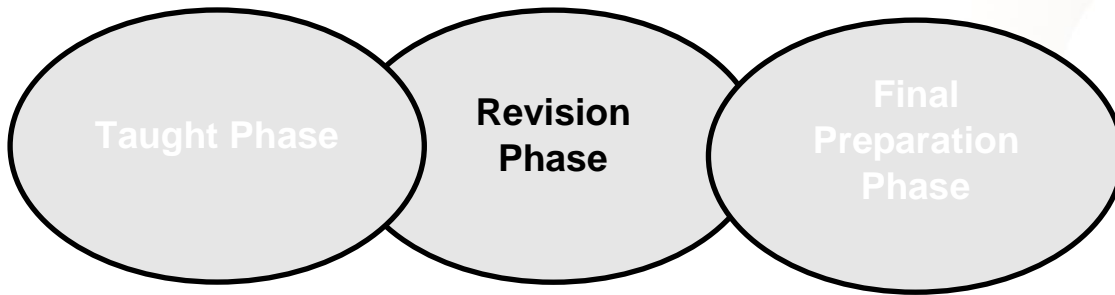
Achievement Ladder Step 5	Approx. 3 hours
<p>This is an opportunity to consolidate your knowledge and see how far you have come. You are then able to concentrate on any weaknesses before moving onto the next part of your studies.</p>	
<p>Achievement Ladder Step</p> <p>Now you have covered Steps 1 – 5, you are ready to take your first step towards exam success!</p> <p>Your Achievement Ladder Step 5 is a 60 mark Practice Test, based on Steps 1 – 5.</p> <p>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 5 : 120 mins, reviewing answers carefully : 60 mins</p>	<p>3 hours</p>

Step 6

This guidance gives a total of approximately **8.25 hours of study**

Chapter 24 – An introduction to VAT	Approx. 80 mins
Key areas Value added tax is a very important area and it will always be examined. Unlike the other taxes in ACCA TX this is an indirect tax. It is levied on the use of income rather than the generation of it.	
Online Lectures <ul style="list-style-type: none">Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.	80 mins
Chapter 25 – Further aspects of VAT	Approx. 40 mins
Online Lectures <ul style="list-style-type: none">Work through the online lecture in conjunction with the relevant sections of the Workbook, paying specific attention to the to the illustrations and pause the recording to have a go at the activities.	40 mins
Skills Checkpoint 5 – How to approach your TX exam	Approx. 15 mins
Online Lectures <ul style="list-style-type: none">Work through the online lecture in conjunction with the relevant sections of the Workbook. Pause the recording to apply the learning to the skills activity then review the debrief.	15 mins
Practise and Apply	Approx. 2 hours
Attempt the following questions from the Practise and Apply pdf for this section: <ul style="list-style-type: none">Q1 AnneQ2 StarfishQ3 Clueless LtdQ4 Richard	2 hours

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.

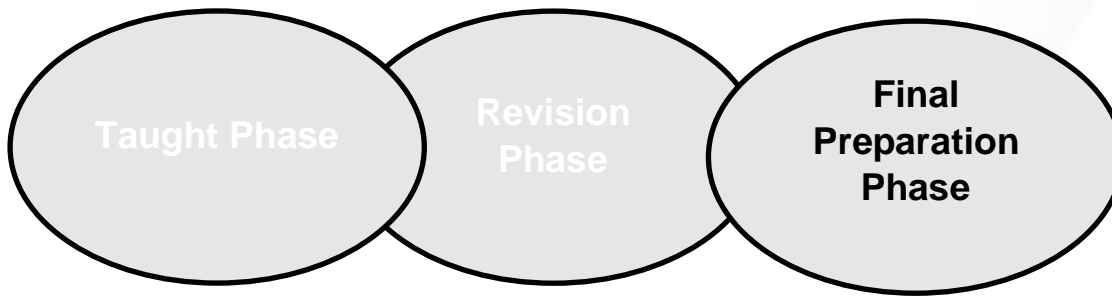
Exam technique

Each Skills Checkpoint in the Workbook covers the Specific TX 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 Practice & Apply questions recommended in each step. Once you have done that, you should should complete all questions included in the **Revision Question Guidance** document in the **Step 8** tile on the HUB. 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.

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.

Achievement Ladder Step 8	Approx. 4.5 hours
<p>Achievement Ladder Step 8 is a 100-mark exam-standard mock exam, covering all topics.</p> <p>You should ensure that you set aside 3 hours, in a quiet space, where you will not be interrupted. Aim to complete the exam in the ACCA software, without using any of your notes, so that it is a real test of how prepared you are.</p> <p>On completion you should self-mark your paper and carry out a self-review of your answers and your exam approach.</p> <p>Estimated timings: attempting Step 8: 3 hours, reviewing answers carefully: 1.5 hours</p>	

You have now reached the end of the exam practise phase and you are ready to attempt the real exam.

Remember to manage your time and to use all the exam technique you have learned over the last few weeks.

Good luck!