

Note: The time is an estimate of how long a learner may require to complete each learning activity. It is intended to act as a guide for learners to gauge how much time to allot for a specific learning activity. It is NOT intended to create due dates or time restrictions for the learners. Learners are free to work through the course module at their own pace within a structured timeline as established by the *Enrollment Notification*.

ACC 2011 COURSE CHECKLIST

Time (min/hour)	Learning Activity
120 minutes	Pre-Test
5	Unit 1 Overview
30	Unit 1 eBook reading (Chapter 1)
30	Unit 1 PowerPoint
60	Unit 1 Homework
30	Unit 1 Quiz
5	Unit 2 Overview
30	Unit 2 eBook reading (Chapter 2)
30	Unit 2 PowerPoint
60	Unit 2 Homework
30	Unit 2 Quiz
5	Unit 3 Overview
30	Unit 3 eBook reading (Chapter 3)
30	Unit 3 PowerPoint
60	Unit 3 Homework
30	Unit 3 Quiz
5	Unit 4 Overview
30	Unit 4 eBook reading (Chapter 4)
30	Unit 4 PowerPoint
60	Unit 4 Homework
30	Unit 4 Quiz
160	Post-Test
900 minutes = 15 Hours	Total

ACC 2012 COURSE CHECKLIST

Time (min/hour)	Learning Activity
120 minutes	Pre-Test
5	Unit 1 Overview
30	Unit 1 eBook reading (Chapter 6)
30	Unit 1 PowerPoint
60	Unit 1 Homework
30	Unit 1 Quiz
5	Unit 2 Overview
30	Unit 2 eBook reading (Chapter 7)
30	Unit 2 PowerPoint
60	Unit 2 Homework
30	Unit 2 Quiz
5	Unit 3 Overview
30	Unit 3 eBook reading (Chapter 8)
30	Unit 3 PowerPoint
60	Unit 3 Homework
30	Unit 3 Quiz
5	Unit 4 Overview
30	Unit 4 eBook reading (Chapter 9)
30	Unit 4 PowerPoint
60	Unit 4 Homework
30	Unit 4 Quiz
160	Post-Test
900 minutes = 15 Hours	Total

ACC 2013 COURSE CHECKLIST

Time (min/hour)	Learning Activity
120 minutes	Pre-Test
5	Unit 1 Overview
30	Unit 1 eBook reading (Chapter 10)
30	Unit 1 PowerPoint
60	Unit 1 Homework
30	Unit 1 Quiz
5	Unit 2 Overview
30	Unit 2 eBook reading (Chapter 13)
30	Unit 2 PowerPoint
60	Unit 2 Homework
30	Unit 2 Quiz
5	Unit 3 Overview
30	Unit 3 eBook reading (Chapter 14)
30	Unit 3 PowerPoint
60	Unit 3 Homework
30	Unit 3 Quiz
5	Unit 4 Overview
30	Unit 4 eBook reading (Chapter 16)
30	Unit 4 PowerPoint
60	Unit 4 Homework
30	Unit 4 Quiz
160	Post-Test
900 minutes = 15 Hours	Total