

MAKE LEARNING EASY

Preferred
study
material

Customised
& flexible
service

ACCA
accredited

Value for
Money

Tutor course
companion



GTG
Get Through Guides™

WHO IS GTG?

Get Through Guides (GTG) is an innovative British publisher of professional finance, management and accounting qualifications. GTG publications are designed from the ground up, using leading edge pedagogy and are used by many of the prominent leading Universities, colleges, corporates, institutes and other learning providers across the world.

GTG is an ACCA Gold Approved Learning Provider for Content (ALP-c) and Tuition (ALP-t).

GTG's team encompasses a rich blend of experienced professionals, specialist authors, instructional designers, researchers and tutors. Along with a range of books to deliver authoritative knowledge and support learning, GTG has practical resources to meet the learning needs of student, tutors and tuition providers.

The people behind GTG have unrivalled experience in the training world. An outline of our key people is below:



Vandana Saxena Poria OBE ACA FCCA

Vandana is a founding director and CEO of GTG. She has over 15 years of ACCA teaching and authoring experience at the highest levels and has consistently been a top rated tutor. Prior to GTG, she was CEO of BPP International. Vandana was honoured an OBE by Her Majesty The Queen Elizabeth II in 2008 in recognition for her work.



Peter Keeling FCA

Peter is a director of GTG and has over 30 years of ACCA teaching and authoring experience. He has taught thousands of students across the world. He was instrumental in expanding quality ACCA tuition to international markets. He has also been an examiner for ICAEW.



James Cooper FCA, CFA

James is a director of GTG and has over 30 years experience in the accountancy, financial training and publishing industry. Prior to GTG, he was with Kaplan as the Director of professional studies and with BPP as a listed company board director and headed up the professional education division during its greatest phase of growth.



Colin Garvie FSCA

Colin played a leading role in developing GTG content. He has more than 30 years of lecturing and training experience in both professional accounting examinations and courses. As a testament to his acumen, he serves on numerous company boards.

CREATING VALUE

GTG is a Gold Approved Learning Provider for Content (ALP-c) for ACCA, CAT and DIP IFR qualifications. We provide a range of free support products for tutors and tuition providers as well as products for students. GTG has customised solutions for tuition providers that incorporate the tuition providers' own logos, names, colours and designs into GTG products.

INSPIRING TEACHING - CLASSROOM SUPPORT FOR THE TUTOR (FREE)

PRODUCTS	FORMAT	DESCRIPTION
LESSON PLANS	Digital	What topics should be covered in each class
TUTOR NOTES	Digital	Notes for the tutor to compliment the classroom slides
POWER POINT CLASSROOM SLIDES	Digital	Slides for tutors to use in the classroom

INSPIRING LEARNING - CUSTOMISED PRODUCTS FOR YOUR STUDENTS (FREE)

PRODUCTS	FORMAT	DESCRIPTION
PERSONALISED STUDY PLANNER	Digital	Organises your students available study time into study sessions telling them what to study and how much time to spend on it
MOCK EXAM	Printed	Exam standard questions and model answers in an ACCA exam format
STUDENT FORUM	Online	Allows your students to interact and learn from fellow students across the globe. Moderated by GTG subject matter experts
NEWSLETTERS	Digital	Regular updates on all things related to your ACCA paper
STUDY HINTS AND TIPS	Digital	Hints and tips sheet produced after consultation with ACCA, examiners, tutors and authors
Q & A	Digital / Interactive	Online instant messenger support for students and tutors

TRANSFORMING LEARNING - CORE PRODUCTS

PRODUCTS	FORMAT	DESCRIPTION
STUDY TEXT / QUESTION BANK / KEY NOTES	Printed / Digital	Core learning products, designed to cover each syllabus clearly and comprehensively. Approved by ACCA
INTERACTIVE STUDY TEXTS	Digital	Interactive digital version of the printed Study Texts with many additional features
MOCK EXAMS	Printed / Digital	Exam standard questions and model answers in an ACCA exam format including a marking service
RECORDED LECTURES	Digital / Interactive	An online platform where tutor or student is able to log in and have LIVE interactive sessions with an additional tutor

*Each of the products above are available for the entire ACCA , CAT and DIP IFR qualifications

GTG are **the** innovators in the field of ACCA content development. We ensure that the latest and most effective techniques of pedagogy are incorporated in to all GTG products from the earliest stages of design right through to the final development of the publication / media. So whether it is techniques such as the comprehensive and systematic Learning Outcome by Learning Outcome approach, mind mapping, extensive use of examples and case studies, mnemonics, use of colour, student forums or one of the many other GTG innovations that are so popular - **Be at the forefront of quality tuition with GTG.**

INSPIRING TEACHING - CLASSROOM SUPPORT FOR THE TUTOR

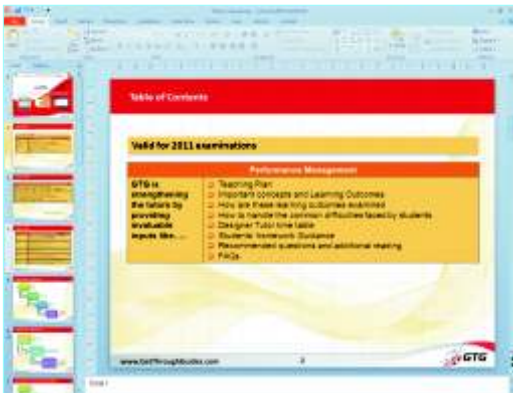
Power Point
Slides for each chapter
(only for tutors)



POWERPOINT CLASSROOM SLIDES

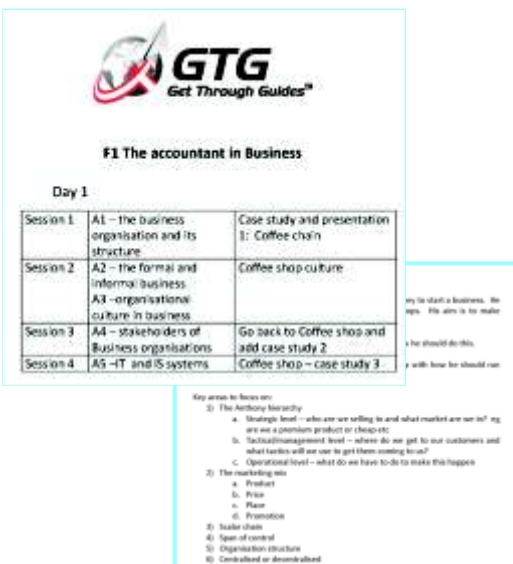
Each presentation builds up as a series of PowerPoint slides and gives full information on all the areas covered by that chapter of the book.

- Organised to give focus and structure to each Chapter and Learning Outcome.
- With the use of clear diagrams, photographs and key facts boxes, these support and make learning easy.
- Many animated features.



TUTOR CLASSROOM NOTES

- A complete coverage of the syllabus.
- A diagrammatical overview and summary of each chapter.
- Questions and solutions to test progress.



TUTOR LESSON PLANS

This aid is designed to help Tutors further customise and prepare effective lesson plans. GTG lesson plans,

- Provide brief guidelines for planning each stage of a lesson.
- Suggest appropriate teaching techniques.
- Provide sample examples that are useful for planning lessons.

Certain papers e.g. F1 have a case study which takes them through the entire syllabus so the students can see how different aspects of the syllabus integrate.

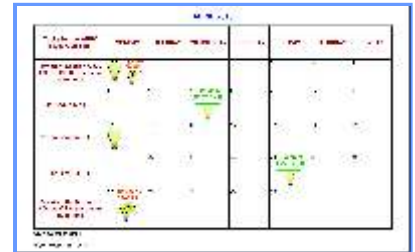
“...very impressed with the clear layout and many examples not to talk of the synopsis’”

- Vivien, ACCA Student, Zambia

INSPIRING LEARNING - CUSTOMISED PRODUCTS FOR YOUR STUDENTS

PERSONALISED STUDY PLANNER

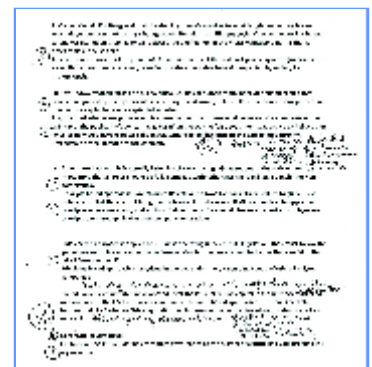
Helps students organise their personal study time and keep a track of their daily aims, what they should be studying and the time needed on each topic.



MOCK EXAMS

GTG mock exams allow students to test their knowledge under examination conditions. GTG will mark the scripts and email back to students. This includes a set of suggested solutions in time for the student to go over areas which need improvement prior to the actual exam.

- ▶ Markers review key areas and reinforce the main exam in this test.
- ▶ Considerable time is devoted to setting and reviewing past exam and other exam standard questions.
- ▶ All mock exams are marked, and the results notified to each student (and college if requested).



STUDENT FORUMS

The GTG Student discussion forum is an online platform to share views and ideas with fellow ACCA students around the world. Students can also use this forum to discuss modules they are studying and trade tips on how to study for exam. Forums are moderated by GTG subject matter experts to ensure queries are answered correctly.



E-NEWSLETTERS

GTG e - newsletters allow students to stay up to date with accounting news, trends and issues . The newsletters also feature key pointers and examination tips.



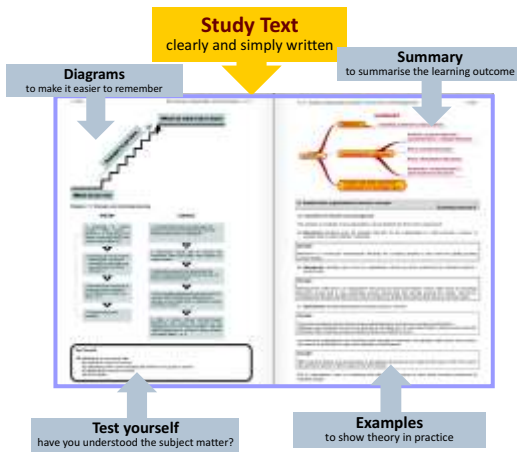
TUTOR Q & A

Students and Tutors have a chance to contact and interact (via email and/or instant messenger) with our highly qualified tutors through an online message service and can get answers to any queries right up to examination dates.

TRANSFORMING LEARNING - CORE PRODUCTS

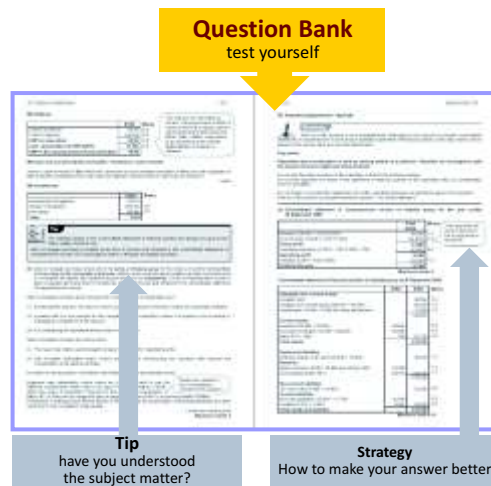
BOOKS

Our ACCA books are our core learning products, designed to cover each syllabus clearly and comprehensively. They provide students and lecturers with all the material needed ensure excellent results. GTG materials cover the syllabus comprehensively, at the right level, in a clear, user-friendly way. Our suite of materials has something to satisfy everyone - STUDENTS, LECTURERS & TUITION PROVIDERS.



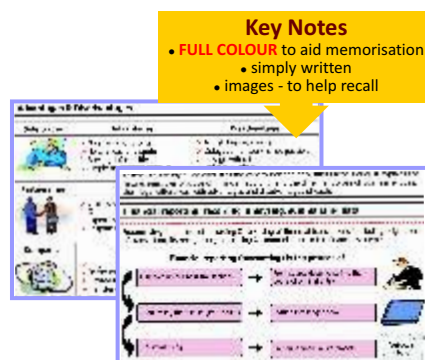
STUDY TEXT

- Written by expert authors - reviewed by ACCA.
- Easy to understand.
- Targeted coverage linked learning outcomes.
- Major points highlighted.
- Examples to ensure you understand all concepts.
- Easy to remember mind maps and diagrams.
- Quick quiz and test questions at every chapter.



QUESTION BANK

- Practice Questions, Chapter Roundups and Quick Quizzes.
- Pilot papers and relevant recent exam questions.
- Unique Revision Guidance detailing the best questions to practice.
- Guidance on the best strategies for exam.
- Clearly structured answers supported by hints and tips.



KEY NOTES

- Coloured attractive images.
- Topics presented in the same order as the Study Text.
- Aids revision by giving clear, visual emphasis to key points.
- Portable and concise, ideal for last minute revision on the move.
- Suitable for both computer and paper-based exams.

eBooks

Online version of printed books with extra features;

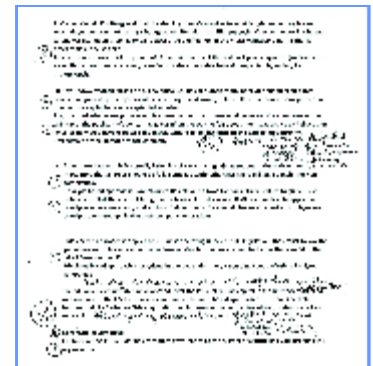
- ▶ Book marking
- ▶ Notes
- ▶ Search
- ▶ Thumbnails
- ▶ Filters
- ▶ Highlighting
- ▶ Downloadable



MOCK EXAMS

GTG offers exam targeted Mock Exams with the opportunity to have the paper corrected and evaluated by a subject expert.

GTG has the option of a Mini Mock exam as well as a Full Mock Exam which is returned with comments and suggestions for improvement.



RECORDED LECTURES

Using the latest technology GTG has developed an online platform where students are able to log in and view recorded lectures for the main topics in all papers.

Each session offers students the chance to understand the topic from basics. Other than being used as a distance learning application, lecturers could optimise its use in live classes through 'Borrow a Trainer' sessions.



TESTIMONIALS

“We have received incredible and positive responses from the faculty with regard to its elaborated text and are certain that the guides will not disappoint expectations in this respect”

*Sajid Hussain
Principal*

SKANS School of Accountancy

“I must say I have been very impressed with the material. Coventry University has decided to adopt GTG's ACCA materials for their new ACCA courses and I am recommending the F6 Tax Study Text for our undergraduate programme”

- Eileen McAuliffe

Head of ACCA courses: Coventry University

“The range of GTG books are well written and simplify difficult topics and concepts. It also provides excellent lecturer and student support. GTG learning materials cover the syllabus to the correct depth and are fully focused on exam success. Like HKCA, GTG is here All for You ... to Pass!”

Mike Li,

Principal, HKCA (Sole Licensee of GTG books in China)

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