

Frequently Asked Questions

Course Related

Q. What is the background and role of the BCAS and CDIMS in the Certification Course?

CDIMS (as knowledge partner of BCAS) has conceived, designed and owner of the course and provided the license use of the eLearning Content therein. BCAS is administering the course and evaluating the users for allotment of successful certification. The certificate shall be issued in joint name of BCAS and CDIMS.

Q. What is the scope and contents of the e-Learning Course?

The Course comprises of 4 Domains and each domain is further divided in modules as under:

*Domain1- Frauds and Forensic Accounting (7 Modules);

*Domain2-Methods Of Investigations (9 Modules)

*Domain3- Digital & Other Forensics (4 Modules)

#Domain4- Excel Tutorials (6 Modules) Voluntary

*Examination (Module wise + Final)

[* Compulsory # Voluntary]

Q. What is CDIMS' Course Philosophy?

Give a man a fish and you feed him for a moment; but show him how to fish and you feed him for the Lifetime'. Our belief in this thought-process is the central theme of the Course that facilitate participants in improvising their 'Thinking Different' abilities. In the world of forensics, there is no standard craft to detect and investigate fraud and therefore we believe that each one must constantly evolve by reinventing the three 'a's - adapt, adept and augment innovative ideas. This is possible only if a person sheds his fallacious filters that he has woven himself into, for which he needs to be drawn into an open environment that enables stretching his imagination. The best way to 'learn' is therefore to ride on other's experiences in a way that not only hones learner's skills but also retains the ownership of acquisition. We therefore assert that case studies are excellent way to learn and the best experiential learning emanates from accomplishments acquired from outside the mundane routines. With this philosophy, we bring live case studies from diverse domains that enable users to share and learn from introspection and intra-spection. We only share our experiences amassed over the last more than 25+ years.

Q. How will this course help me?

Today frauds and white-collar crimes are corroding the profits, assets and businesses of many organisations. In some cases, the menace has even completely eroded the organisations and reduce them to ashes. Crimes are observed in the best of the

organisations, even with superlative people, state-of-art computers /systems, with robust preventive mechanisms and well defined operating procedures and system. Therefore, regulators world over are making the statute more stringent and casting responsibilities on management and others who need to safeguard and protect the interest of various stakeholders. These evils cannot be completely eliminated but can only be kept under check and minimised to a greater extent. Experts say that education and training or just awareness of the frauds itself will make many people effective to combat frauds and thus save large amounts of losses. Thus, this course will increase your chances to understand and arrest the frauds at an early stage and help the organisations to increase profitability, reduce losses and/or complying with local laws. Needless to say, that you stand a better chance to elevate yourself in the corporate ladder or increase your chances with new employments or be effective in your work. So whether you are just graduate and looking for that first job or a junior executive looking for quantum jump in corporate hierarchy or an very experience manager who may be responsible for the work of his juniors or C-level key managerial person, all will benefit from the case studies and awareness about the evils in society. Hence this course will immensely benefit not only the auditors but also all other managers who may be in non-accountancy profession too.

Q. I am established Chartered Accountant – How will the course help me?

Whether as CA in practice or industry, it will help you understand the dark side of the world which very often is not known or learnt the hard-way by experiencing loss. Thus, awareness will help you understand the various possibilities by which an organisation can be abused. This will help you in offering better services whether in audit, risks assessments, due diligence, vigilance, management consultancy etc. CAs in industry will benefit since they are an integral and important link of maker-checker environment and knowledge in Forensics will enable them to address and arrest the frauds at budding stage itself.

Q. I am not a Chartered Accountant – How will the course help me?

If you have been student of CA / other professional institution or graduate in any field this course will help you to get an important Certification from BCAS and thus some kind of recognition. Besides the foregoing appreciation, this will help your prospects in Job opportunities or accelerate your growth in any organisation at whatever stage you are. Just imagine, if any organisation benefits from your efforts to locate a fraud or control a wrongdoing, definitely the future is bright.

Q. Is the eLearning Course a live streaming?

No, the e-learning course is not live streaming of any classroom course but a recorded event of various modules. The recording is done in a specific manner where the subject matter expert and learning experts have created work that will optimise best learning for various classes of users. Each module deals with a particular subject wherein there are explanations of the subject with relevant parables and real life case studies. Hands-on tutorials with test packs are also part of the relevant modules that will assist the user to practice it along with the course is in background.

Q. Is the Course contents a reading material?

There is miniscule reading required, the entire course is based on audio-visual interactions where the faculty explains the concepts and narrates those with case studies. Learning experts have taken adequate measures to eliminate or minimise boredom to least possible extent. All case studies are backed with relevant adaptations of artefacts and backdrops which illustrates the underlying point and facilitates quick absorption. Worksheet and test-data-packs are also provided so that users can also independently attempt solving the case for self-exciting exploration. The faculties have attempted to make the content on infotainment mode and some case studies have the whodunit thrillers presentation styles that will provide enjoyable user experience.

Q. What will happen if I miss any module?

You will not miss any module since all are pre-recorded events and the course can be taken on demand anytime, anywhere and on multiple times (subject to terms and conditions). Therefore, you will not miss the module and the same can be taken and revised as per learning requirements of the users. The modules can be visited unlimited number of times within the overall course period.

Q. Is there any course methodology followed or Can I take the modules as I desire?

Yes, there is a methodology followed where the next module will only be available after the user has completed the earlier module. Each module will have explanations and/or tutorial work and at the end of that module there will be a Quiz test. Only after getting passing score in module quiz test, the next session will open up. However, the Excel tutorials can be taken up anytime and is voluntary.

Q. What is the Excel Tutorials? And Why do I need to take it?

MS Excel is a spreadsheet application that is very popular and used by many people around the globe. Therefore, this can be conveniently used (to a limited extent and

subject to the inherent limitations) for data analysis. Important functions of MS Excel are explained in simple and lucid manner with examples and test packs. The users will be able to download the test-packs and practice (subject to version availability as discussed in those relevant course) along with tutorials to get a hands-on experience. This will familiarise you with various functions which you may have used or always wanted to learn. The application of these functions will be explained in the domain 'methods of investigation' using test-data and case studies. A pre-understanding of the applications will ease user's experience in applying the techniques and hence these tutorials are recommended. A practice of MS Excel tutorials will also help users in their daily routines of working with statements, MIS, accounts, etc. and will significantly enhance their skillsets to be more productive at work.

Q. Are all software required to avail of this eLearning course provided to me?

We only provide the tutorials which will be compatible with most of the popular web browsers. Licenses for all software required including (but not limited to) web-browsers, MS Excel, MS Word, MS Outlook, etc. are to be procured by users and we will not be able to provide any support for installations, maintenance or running of these applications. These have to be arranged and managed by users from the suppliers of those software. Similarly all the hardware and devices required shall be the responsibility of the users. Our responsibility is only to make the e-Learning course work on a standard machine with standard installation which can be demonstrated in our office.

Q. Is there any support available if I do not understand any specific issue?

All course modules are designed by subject matter experts and much of the course is based on experience sharing. The faculties have practical experience of almost a decade in imparting, coaching and educating wide cross-section of people in the subject. Therefore, the course is designed with a view that it will be self-explanatory and in opinion of the faculties no additional explanations are required for any average user. However, except the aforesaid no other guarantee can be given for understanding requirement of each and every one. The course fees and complexity of online education does not allow the faculties to have a one-on-one conversation. However, there is mechanism for a user to give a feedback, provide a comment on the issue and rate the modules and depending upon the response the modules will be updated and upgraded to meet the general perceptions. However, this will be at discretion of the subject matter experts.

Q. What books will I need to purchase whilst undertaking this Course?

There is no need to purchase any books for this course or examination. The contents will be self-sufficient and the user can make relevant notes if required. The course is designed with more practical cases and less of theory. However, a general reading of any books on Forensic Accounting can provide more wider knowledge on the subject but that is recommendatory in nature.

Q. In what language is the course conducted?

The course is conducted in English language only.

Q. How much time it will take for me to complete the course?

It will depend upon how much time you will spend on the tutorials and practice sessions. Based on experience of users, a continuous sitting with a reasonable speed, the course can be completed in 7-15 days. With week-ends and intermittent learnings during the week-days, the course can be completed within say 30-40 days. The outer limit is therefore kept prolonged to longer period.

Q. Do I need to take the course at any specific hours of the day or spend a specific time during each session?

No, you need not spend a specific time or attend to the sessions at specified pre-determined time. You can login at any time on demand and take the sessions depending upon your convenience. This is however subject to complying with other conditions.

Q. What is the examination pattern and evaluation mechanism?

There are two types of testing mechanism.

- Module Quiz Test (MQT) – At the end of each module, MQT will test whether the User has understood the concepts of each module. This test is 4 questions of MCQ type with four options of which one will be correct answer. This test has to be completed within the allotted time and 50% correct answers opens the next module.
- Final Certification Test (FCT) – Can be undertaken after completion of each domain and MQT and subject to completion of profile and documentation. This test will be of 80 (30+30+20) questions of MCQ type with four options of which one will be correct answer. This test will have to be completed within the time allotted and passing score will determine successful completion.

Q. Where do I go and appear for the examination.

All MQT and FCT shall be administered to you online which can be taken up using your login details. It is important that you have stable internet connection and related requirements since the examinations (particularly the FCT) have to be taken in one go and the time will be of essence. The administrators will not be responsible for any connectivity issues affecting your performance.

Q What if I am unable to score the minimum required in a MQT to clear it?

All the tests in the online course are open for re-attempts. You can attempt the test any number of times you want till you acquire the minimum score.

Q. What if I am unable to get a passing score in the FCT?

In case of failure, we suggest you to reappear in the exam after a gap of 48 hours.

Q. What is the last date for taking the examinations?

The entire course including (without limitation) all tutorials, self-practice sessions, tests and examination, profile updation, eligibility conditions, etc. have to be completed within the course duration.

Disclaimer and Notice

These FAQs are general understanding and does not bind BCAS on any matter. Notwithstanding anything stated in this document, the terms and conditions of the BCAS and rules made by BCAS shall be final.