

NVQ in Accounting Level 3 100/2941/2 comprises of the following units:

Unit name	QCA unit number
Maintaining financial records and preparing accounts	T/101/8103
Recording and evaluating costs and revenues	A/101/8104
Preparing reports and returns	F/101/8105
Working with computers	L/101/8088
Contribute to the maintenance of a healthy, safe and productive working environment	J/101/8090