

NVQ in Accounting Level 4 100/2942/4 comprises of the following units:

Unit name	QCA unit number
Contributing to the management of performance and the enhancement of value	J/101/8106
Contributing to the planning and control of resources	L/101/8107
Managing systems and people in the accounting environment	R/101/8108
Contribute to the maintenance of a healthy, safe and productive working environment	J/101/8090
Plus any two from the following four units:	
Operating a cash management and credit control system	D/101/8113
Implementing auditing procedures	H/101/8114
Preparing business taxation computations	K/101/8115
Preparing personal taxation computations	M/101/8116
Plus any one of the following four units:	
Drafting financial statements (accounting practice, industry and commerce)	Y/101/8109
Drafting financial statements (Central Government)	L/101/8110
Drafting financial statements (Local Government)	R/101/8111
Drafting financial statements (National Health Service)	Y/101/8112