



# AAT

## Credit and debt management

### Pocket Notes

These Pocket Notes support study for the following AAT qualifications:

AAT Diploma in Professional Accounting – Level 4

AAT Diploma in Business Skills – Level 4

AAT Diploma in Professional Accounting at SCQF Level 8

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## Preface

These Pocket Notes contain the key things that you need to know for the exam, presented in a unique visual way that makes revision easy and effective.

Written by experienced lecturers and authors, these Pocket Notes break down content into manageable chunks to maximise your concentration.

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## **A guide to the assessment**

## The assessment

Credit and Debt Management (CRDM) is an optional unit in the Level 4 Diploma in Professional Accounting qualification.

## Examination

CDMT is assessed by means of a computer based assessment. The CBA will last for 2 hours and consist of 6 tasks.

In any one assessment, students may not be assessed on all content, or on the full depth or breadth of a piece of content. The content assessed may change over time to ensure validity of assessment, but all assessment criteria will be tested over time.

## Learning outcomes & weighting

- |   |      |
|---|------|
| 1. Understand relevant legislation and contract law that impacts the credit control environment.  | 15%  |
| 2. Understand how information is used to assess credit risk and grant credit in compliance with organisational policies and procedures. | 45%  |
| 3. Understand the organisation's credit control process for managing and collecting debts   | 25%  |
| 4. Understand different techniques available to collect debts.  | 15%  |
| Total   | 100% |

## Pass mark

To pass a unit assessment, students need to achieve a mark of 70% or more.