



# DO's N DON'Ts at CAF Level

### CLASSROOM

- ✓ Attend the class regularly.
- ✓ Preference should be physical classes but due to COVID pandemic, avail benefit from online/recorded classes.
- ✓ Develop the habit of raising question in class if there is any problem in absorbing the concept.
- ✓ If you are taking online session then stay connected with your respected tutor through whatsapp or any other electronic resource.
- ✓ If you have missed any topic, learn it as soon as possible without any delay. Take help from your tutor/Quality Assurance/Colleagues/Test Manager department in this regard.



### SELF-PRACTICE

- ✓ Do your assignment and homework regularly and avoid to keep it postpone as it makes you relax and refresh your mind to absorb the upcoming concepts in a better way.

#### In practicing numerical:

- ✓ Complete your solution without any help from given solution
- ✓ Read the question minimum 2 times and after planning your steps start performing your solution and try to complete the question within the time.
- ✓ Give every step its due time otherwise **Assume** any value/numbers and complete the answer.



#### In practicing Theoretical subject:

- ✓ Best way is to perform the answer in writing
- ✓ Read the snairio with high care and activeness and plan your answer before start writing.

### STUDY MATERIAL

Study material may vary by subject to subject or teacher to teacher or by institute to institute **BUT** there is something compulsory to with rest of material:

- ✓ ICAP Study Text (Revise it at least 2 times during the session)
- ✓ ICAP Past Papers of last 6-10 attempts
- ✓ ICAP Examiner Comments (**More important for repeaters than fresher**)
- ✓ ICAP Question Bank (Practice regularly as the topic/chapter ends)



### TESTS AND MOCKS

- ✓ After you have learned and absorbed the concepts now it's time to examine your grip on your learning.
- ✓ 0Tests should be taken minimum on weekly basis as they prepare you how to handle the questions within the given time with maximum output and it leads you to your overall success in ICAP exam. Tests are the only way to analyze your preparation level.
- ✓ In case of online classes, maximize your efficiency by joining online test sessions e.g. **SC E-Learning** Attempt each test with full preparation and try to finish it within the allocated time
- ✓ Before Final exam but after your revision, at least **2 papers** of previous attempts should be attempted in one sitting each.



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# C LAW Study Plan

Date	Day	Chapter
1-Nov-23	Wed	COMPANY: INTRODUCTION, TYPES AND REGISTRATION
2-Nov-23	Thu	COMPANY: INTRODUCTION, TYPES AND REGISTRATION
3-Nov-23	Fri	COMPANY: INTRODUCTION, TYPES AND REGISTRATION
4-Nov-23	Sat	COMPANY: INTRODUCTION, TYPES AND REGISTRATION
6-Nov-23	Mon	COMPANY: INTRODUCTION, TYPES AND REGISTRATION
7-Nov-23	Tue	*Sc E Learning* Test 1
8-Nov-23	Wed	MEMORANDUM AND ARTICLES
9-Nov-23	Thu	MEMORANDUM AND ARTICLES
10-Nov-23	Fri	MEMORANDUM AND ARTICLES
11-Nov-23	Sat	MEMORANDUM AND ARTICLES
13-Nov-23	Mon	*Sc E Learning* Test 2
14-Nov-23	Tue	DIRECTORS
15-Nov-23	Wed	DIRECTORS
16-Nov-23	Thu	DIRECTORS
17-Nov-23	Fri	DIRECTORS
18-Nov-23	Sat	DIRECTORS
20-Nov-23	Mon	DIRECTORS
21-Nov-23	Tue	DIRECTORS
22-Nov-23	Wed	*Sc E Learning* Test 3
23-Nov-23	Thu	CHIEF EXECUTIVE AND OTHER OFFICERS
24-Nov-23	Fri	CHIEF EXECUTIVE AND OTHER OFFICERS
25-Nov-23	Sat	CHIEF EXECUTIVE AND OTHER OFFICERS
27-Nov-23	Mon	*Sc E Learning* Test 4
28-Nov-23	Tue	SHARE CAPITAL
29-Nov-23	Wed	SHARE CAPITAL
30-Nov-23	Thu	*Sc E Learning* Test 5
1-Dec-23	Fri	PROSPECTUS AND COMMENCEMENT OF BUSINESS
2-Dec-23	Sat	PROSPECTUS AND COMMENCEMENT OF BUSINESS
4-Dec-23	Mon	PROSPECTUS AND COMMENCEMENT OF BUSINESS
5-Dec-23	Tue	*Sc E Learning* Test 6
6-Dec-23	Wed	MCQs 1st half
7-Dec-23	Thu	MCQs 1st half
8-Dec-23	Fri	*Sc E Learning* Test 7
9-Dec-23	Sat	MORTGAGES AND CHARGES
11-Dec-23	Mon	MORTGAGES AND CHARGES
12-Dec-23	Tue	MORTGAGES AND CHARGES
13-Dec-23	Wed	*Sc E Learning* Test 8

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## SC E-Learning

14-Dec-23	Thu	MEETINGS AND RESOLUTIONS
15-Dec-23	Fri	MEETINGS AND RESOLUTIONS
16-Dec-23	Sat	MEETINGS AND RESOLUTIONS
18-Dec-23	Mon	MEETINGS AND RESOLUTIONS
19-Dec-23	Tue	MEETINGS AND RESOLUTIONS
20-Dec-23	Wed	MEETINGS AND RESOLUTIONS
21-Dec-23	Thu	*Sc E Learning* Test 9
22-Dec-23	Fri	DISTRIBUTION OF PROFITS
23-Dec-23	Sat	DISTRIBUTION OF PROFITS
25-Dec-23	Mon	*Sc E Learning* Test 10
26-Dec-23	Tue	INVESTMENTS AND DISCLOSURE OF INTEREST
27-Dec-23	Wed	INVESTMENTS AND DISCLOSURE OF INTEREST
28-Dec-23	Thu	INVESTMENTS AND DISCLOSURE OF INTEREST
29-Dec-23	Fri	*Sc E Learning* Test 11
30-Dec-23	Sat	ACCOUNTS AND ANNUAL RETURN
1-Jan-24	Mon	ACCOUNTS AND ANNUAL RETURN
2-Jan-24	Tue	ACCOUNTS AND ANNUAL RETURN
3-Jan-24	Wed	ACCOUNTS AND ANNUAL RETURN
4-Jan-24	Thu	*Sc E Learning* Test 12
5-Jan-24	Fri	INTRODUCTION TO WINDING UP
6-Jan-24	Sat	INTRODUCTION TO WINDING UP
8-Jan-24	Mon	INTRODUCTION TO WINDING UP
9-Jan-24	Tue	INTRODUCTION TO WINDING UP
10-Jan-24	Wed	INTRODUCTION TO WINDING UP
11-Jan-24	Thu	*Sc E Learning* Test 13
12-Jan-24	Fri	MCQs 2nd half
13-Jan-24	Sat	MCQs 2nd half
14-Jan-24	Sun	*Sc E Learning* Test 14
15-Jan-24	Mon	CH1
16-Jan-24	Tue	CH2
17-Jan-24	Wed	CH3
18-Jan-24	Thu	CH4 and CH5
19-Jan-24	Fri	CH 6
20-Jan-24	Sat	*Sc E Learning* Mid01
22-Jan-24	Mon	CH7
23-Jan-24	Tue	CH8
24-Jan-24	Wed	CH9 and CH 10
25-Jan-24	Thu	CH11
26-Jan-24	Fri	CH12
27-Jan-24	Sat	*Sc E Learning* Mid02
29-Jan-24	Mon	Revision
30-Jan-24	Tue	Revision
31-Jan-24	Wed	Revision
1-Feb-24	Thu	Revision
2-Feb-24	Fri	*Sc E Learning* Test 15



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## Comprehensive Test Series by SC E-Learning

### Schedule for CAF-7 Company Law

Test	Topic
1	Chapter 1 (Company: introduction, types and registration)
2	Chapter 2 (Memorandum and articles)
3	Chapter 3 (Directors)
4	Chapter 4 (Chief executive and other officers)
5	Chapter 5 (Share capital)
6	Chapter 6 (Prospectus and commencement of business)
7	Chapter 1 to 6 MCQ's
8	Chapter 7 (Mortgages and charges)
9	Chapter 8 (Meetings and resolutions)
10	Chapter 9 (Distribution of profits)
11	Chapter 10 (Investments and disclosure of interest)
12	Chapter 11 (Accounts and annual return)
13	Chapter 12 (Introduction to winding up)
14	Chapter 7 to 12
15	Full Book

#### Key Features:

- Tests can be attempted in any sequence and on any time.
- Flexible Timing and Schedule
- Inform your assistant about Test # before 12 hours.
- Suggested answers will be shared within 2 to 3 days.
- Discussion of Problems (Faced by students in Tests).



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