

Programme Structure of the Practice Ki Pathshaala
4 days Refresher Course

Day-1		
	Duration	Session Topics
10:00 AM – 1:10 PM	10 Mins	Orientation Session- - Welcome & Introduction to the Programme - Introduction to CMP & Initiatives by CMP Meet the Faculty
	1 hour	Introduction to Heightened Self-Awareness Why This Session? Why CA? Personal Reflection: Childhood Achievements & Joyful Moments
	2 hours	Empowering Emotions Exercise - Ranking Exercise - Action Planning for Empowerment - Working on Strengths Overcoming Limitations with Personal Coaches and Mentors
1:10 PM – 1:45 PM		Lunch Break
1:45 PM – 4:45 PM (with 15 min Tea Break)	3 Hrs	Practice Management Insights - Pitch Yourself - Starting Your CA Practice - Referral Practice: Formal vs Informal - Client Relationship & Conflict Management - Time & Financial Management for CA Firms - Identifying the Areas Where Value can be Provided to Clients - Value Identification Checklist
4:45 PM to 6:15 PM	1 Hr 30 mins	How to Attract Clients? How to Add Value and Charge Clients?
Day 2		
	Duration	Session Topics
9:30 AM – 10:30 AM	1 Hr	Emerging Professional Opportunities: A Strategic Overview - GST Litigation, Real Estate Consultancy, Global Outsourcing, Government Schemes, MSME Advisory - How to build practice in these areas

10:30 AM – 1:00 PM	2 Hrs 30 Mins	Practical Applications of Power BI for CA Practitioners Supplemented by relevant Cases Links to Higher Level Courses
1:00 PM – 1:30 PM –		Lunch Break
1:30 PM – 4:30 PM (with 15 min Tea Break)	3 Hrs	Interactive Workshop - AI & LLMs (ChatGPT), Co-Pilot for Practice - Drafting with AI, Data Analytics, and Automation - Cloud Tools for Reporting & Accounting - Cyber Security for CA. Professionals Practical AI Tool Hands-on Training
4:30 PM – 6:30 PM	2 Hrs	Cooperation, Collaboration Strategies & Practice Development - Associate, Cooperate, Network and Collaborate (Merge) - Importance; Attitude and Skills for above - Identifying Niches, Target Markets - Developing Growth Plan - Proprietorship to Large MDP Partnerships High-Performing Teams: Building Leadership in CA Firms - Understanding dynamics of successful teams and Team roles, Delegation, and Collaboration
Day 3		
	Duration	Session Topics
9:30 AM – 11:30 AM	2 Hr	Ethical Considerations for CA Practitioners ICAI Code of Ethics, FRRB Process, DC Mechanism, PRB, QRB (Case Studies) Link to related Materials (NFRA, SFIO, DC Cases)
11:30 AM – 1:00 PM	1 Hr 30 mins	City-Specific Panel Discussion with Successful Chartered Accountants Local success stories and regional insights
1:00 PM – 1:30 PM		Lunch Break
1:30 PM – 2:30 PM	1 Hr 30 mins	Hands-on Training on Practice Management Software for the CA Practitioners & CA Firms
2:30 PM – 3:30 PM	1 Hr	"My Learning -2 days" – Reflective Learning Journal Exercise Individual reflections on key learning

3:30 PM – 5:00 PM	1 Hr 30 mins	• Networking Games and Engagement Activities • Icebreakers, Trust-Building Tasks, and Goal
Day 4		
	Duration	Session Topics
10:00 AM – 11:30 AM	1 Hr 30 mins	Setting Effective Professional Goals (Pre-Class work) • Vision for 5–10 Years • SMART Goals Personal Values, Challenges & Action Plans
11:30 AM – 1:30 PM	2 Hrs	Hands-on Training on Audit Tools
1:30 PM – 2:00 PM		Lunch Break
2:00 PM – 4:30 PM	2 Hrs 30 mins	Your Practice Road Map a One-Year Road Map Design Workshop – Group Presentations