Comprehensive, Next-Level Tax Training Curriculum

20-20 SERVICES COMPLETE TAX MODEL

TECHNICAL SKILLS	SOFT SKILLS
Documentation and Review	Lead and Manage
Tax (Compliance) Foundation	Self-organization
Advising and Strategy	Client Service
Tax Research	Communication
Consultation	Professionalism

THE LENS OF PAST EXPERIENCE

20-20 Services provides a complete tax training curriculum to help develop your staff into well-rounded professionals who can take your firm to the next level. We have identified the key skill sets needed at various phases of a public accounting career and incorporated them into comprehensive training programs that offer both technical and soft-skills training. Our courses are tailored so that each module provides an opportunity to apply new skills right away. We use our experience in adult learning to design courses that share practical knowledge as well as engage and excite the participants. We encourage you to explore our unique offerings and ask us more about our training programs.

ALL 20-20 SERVICES TAX TRAINING SESSIONS NOW OFFER CE CREDIT FOR ENROLLED AGENTS.

CE Continuing Education
Approved IRS Provider

MORE INFO

For more information or if you have any questions, contact Beckie Reilly at 855.988.2020 or email her at

beckie.reilly@20-20services.com.

> **WANT TO** *customize your training program? Pick and choose your modules from our library of content. Also, 20-20 Services can include your firm-specific sampling form at no additional charge.* Learn More

LEVEL 1

Tax Training

Level One is designed for individuals who are beginning their career. This highly interactive program focuses on developing critical thinking skills and exploring solutions to the most commonly encountered issues facing new staff. Participants will work through practical day-to-day scenarios while creating supporting workpapers and exploring common tax forms for individuals and businesses. The program concludes with the preparation and self-review of two tax returns using source documents from actual client scenarios. Participants will prepare one individual tax return and, at the choice of the firm, prepare either an LLC 1065 tax return or an S corporation 1120-S tax return.

COURSE INFORMATION

Duration	**Variable**
Prerequisite	**None**
Level of Instruction	**Basic**
Delivery Methods	**Group Live** **Group Internet** **Blended Learning**
CPE Credits	**24 Credits**
Taxes (TAX): 22	
Personal Development (PD): 2	
Advance Preparation	**None**

DELIVER your training program using in-house professionals. 20-20 Services — via our Material Licensing program — can provide Leader's Guides and Participant materials. Learn More

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NATIONAL REGISTRY OF CPE SPONSORS

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COURSE OUTLINE

Individual Tax Return
11 Credits
- Filing status, dependents and basic information
- Compensation and retirement income
- Interest, dividends and capital gains/losses
- Self-employment
- Residential rental properties
- Schedule 1 income and adjustments
- Standard and itemized deductions
- Individual tax credits
- Documentation

Prepare an Individual Tax Return
4 Credits

Professional Development
2 Credits
- Critical thinking and taking ownership

Business Tax Topics
4 Credits
- Introduction to business taxes
- Schedules K and M-1
- Depreciation

Prepare a Business Tax Return
3 Credits

Choose one (1):
Limited Liability Company 1065
S Corporation 1120-S

LEARNING OBJECTIVES

- Discuss the important items and common mistakes related to Forms W-2, 1099, and combined investment statements.
- Explore commonly encountered issues related to personal income tax deductions and credits.
- Calculate schedule C profit or loss from business and schedule E residential rental income.
- Practice preparing an individual tax return, including reviewing inputs from automated systems or other team members.
- Explore common business tax scenarios, such as identifying book-to-tax differences and understanding depreciation options.
- Practice preparing either an LLC 1065 tax return or an S corporation 1120-S tax return with supporting documentation.
- Discuss the importance of critical thinking and what it means to take ownership of work

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LEVEL 2

Tax Training

Level Two is designed for staff tax preparers. The program covers both individual and business tax subjects. It focuses on delivering a core understanding of the common tax topics that tax preparers encounter every day. The business tax section of the program covers the fundamental tax laws for each type of business entity as well as book-to-tax reconciliation, basis and depreciation. The program also trains skills related to communication, obtaining and organizing information, and time management. This program includes extension case study exercises and tax court case review.

COURSE INFORMATION

Duration	**Variable**
Prerequisite	**1+ Years Professional Experience**
Level of Instruction	**Intermediate**
Delivery Methods	**Group Live** **Group Internet** **Blended Learning**
CPE Credits	**24 Credits**
Taxes (TAX): 22	
Communications and Marketing (COM): 1	
Personal Development (PD): 1	
Advance Preparation	**None**

COURSE OUTLINE

Business Tax Topics
16 Credits

- C corporations
- S corporations
- Introduction to LLCs and partnerships
- Schedules K and M-1
- Basis fundamentals — S corporation
- Depreciation
- State apportionments

Individual Tax Topics
6 Credits

- Schedule 1 income and adjustments
- Selected schedule C and rental property topics
- Alternative minimum taxes

Professional Development
2 Credits

- Communication — business writing
- Self-management and organization

LEARNING OBJECTIVES

- Discuss the fundamental tax laws governing C Corporations, S Corporations, Limited Liability Companies and Partnerships.
- Calculate permanent differences, timing differences, taxable income, separately stated items and ordinary income.
- Review the tax principles of other business topics, such as basis, depreciation and state apportionments.
- Explore the tax treatment of selected individual income tax topics.
- Explore selected tax principles for rental property and self-employment income.
- Compute alternative minimum tax adjustments and preferences.
- Practice communication, business writing and organizational skills.

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LEVEL 3

Tax Training

Level Three is designed for individuals that are beginning the transition from tax preparer to tax reviewer and advisor. The program covers individual and business tax themes as well as an introduction to estate and trust tax law. This course is designed to challenge the participants' core tax knowledge needed to become a tax reviewer, including the finer points of performing tax research. The program also provides skills training designed for those juggling the role of preparer and reviewer.

COURSE INFORMATION

Duration	**Variable**
Prerequisite	**3+ Years Professional Experience**
Level of Instruction	**Intermediate**
Delivery Methods	**Group Live** **Group Internet** **Blended Learning**
CPE Credits	**24 Credits**

Taxes (TAX): 21
Management Services (MGMT): 1
Personnel/Human Resources (HR): 1
Personal Development (PD): 1

Advance Preparation	**None**

COURSE OUTLINE

Business Tax Topics
12 Credits
- Advising on business creation
- Basis
- Deferred taxes
- Passive activities and at-risk rules
- Section 461 all events test

Individual Tax Topics
4 Credits
- Retirement contributions and distributions
- Equity-based compensation

Estates, Trusts and Gift Taxes
2 Credits
- Intro to estates, gifts and trusts

Tax Research
2 Credits

Professional Development
4 Credits
- Reviewing tax returns
- Providing feedback
- Project planning
- Time management

LEARNING OBJECTIVES

- Discuss the advantages and disadvantages of the various types of business entities in order to advise on business creation.
- Review the principles of selected core business income tax topics.
- Explore the tax treatment of selected individual income tax topics.
- Identify the basics of estate/trust taxation as well as gift tax law.
- Discuss and share tax return review techniques, and learn to provide effective and constructive feedback.
- Examine methods for managing information, clients and projects more efficiently.
- Practice performing research on tax topics for clients.

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LEVEL 4

Tax Training

Level Four is designed to advance the skills and knowledge of participants. This program covers individual and business topics, such as foreign taxes and state nexus. Significant portions of the course focus on LLC and Partnership taxes, business sales and exchanges, as well as estate, gift and trust tax law. The program also provides Development Skills training focused on managing, supervising, training and delegating.

COURSE INFORMATION

Duration	**Variable**
Prerequisite	**4+ Years Professional Experience**
Level of Instruction	**Intermediate**
Delivery Methods	**Group Live** **Group Internet** **Blended Learning**
CPE Credits	**24 Credits**
Taxes (TAX): 21	
Communications and Marketing (COM): 1	
Personal Development (PD): 2	
Advance Preparation	**None**

COURSE OUTLINE

Business Tax Topics
11 Credits
- LLC and partnership tax issues
  – Basis and at-risk
  – Capital accounts
  – Partner distributions
  – Partner contributions
- Various tax elections
- State tax nexus
- Equity vs. asset sales and exchanges

Individual Tax Topics
6 Credits
- Foreign taxes
- Tax planning
- Cancellation of debt

Estates, Gifts and Trusts
4 Credits
- Estate tax law
- Types of trusts
- Gift taxes

Professional Development
3 Credits
- Supervising, training and delegating
- Work-life balance
- Meeting people and networking

LEARNING OBJECTIVES

- Explore the core limited liability company and partnership tax issues.
- Explore other advanced business income tax topics, such as state tax nexus, various tax elections, and business sales and exchanges.
- Review laws governing foreign taxes and cancellation of debt.
- Brainstorm tax planning strategies.
- Discuss estate and trust taxation, and multigenerational gifting strategies.
- Apply Development Skills of supervision, networking and work-life balance.

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LEVEL 5

NEW FOR 2024

Tax Training

Level Five is designed to advance the skills of experienced senior accountants and/or new supervisors. This three-day program provides training in many tax technical areas across business and individual topics. Development Skills training is focused on conflict management and business development. The variety of topics covered makes this a valuable program for continued growth in the profession.

COURSE INFORMATION

Duration	**Variable**
Prerequisite	**5+ Years Professional Experience**
Level of Instruction	**Intermediate**
Delivery Methods	**Group Live** **Group Internet** **Blended Learning**
CPE Credits	**24 Credits**
Taxes (TAX): 21	
Communications and Marketing (COM): 2	
Personal Development (PD): 1	
Advance Preparation	**None**

COURSE OUTLINE

Federal Tax Update and Hot Topics
2 Credits

Business Tax Topics
13 Credits
- Real estate topics
- Sections 199A and 163(j)
- Grouping and aggregating
- Converting limited liability companies
- S corporation built-in gains
- Section 263A UNICAP
- Intro to section 1202 qualified small business stock

Individual Tax Topics
6 Credits
- Various tax credits
- Retirement options
- Tax planning

Professional Development
3 Credits
- Conflict management
- Business development

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LEARNING OBJECTIVES

- Analyze recent tax law changes for businesses and individuals and discuss current issues facing clients.
- Address challenging issues in the taxation for real estate entities.
- Discuss other business topics, such as converting the taxation of LLCs, section 1202 qualified small business stock, S corporation built-in gains, and section 263A UNICAP.
- Explore various tax credits available to all entity types, discuss options for retirement plans and brainstorm tax planning strategies.
- Explore communications with clients and co-workers through consideration of conflict management.
- Describe strategic activities to grow a professional network, including key people within your firm, and existing and potential clients.

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BOOTCAMP

TAX TRAINING

Bootcamp: LLCs and Partnerships

Bootcamp: LLCs and Partnerships is designed to help demystify the complexities of subchapter K and develop a cohesive understanding of partnership concepts. The materials cover both fundamental and nuanced partnership issues that arise in practice. The interactive approach includes lecture, group activities and comprehensive case studies, as well as vital leadership, communication and organization strategies.

COURSE INFORMATION

Duration	Variable
Prerequisite	5+ Years Professional Experience
Level of Instruction	Intermediate
Delivery Methods	Group Live Group Internet Blended Learning
CPE Credits	24 Credits
Taxes (TAX): 24	
Advance Preparation	None

COURSE OUTLINE

- Hurdles to Deducting a Loss
- Capital Accounts
- Partner Contributions
- Partner Distributions
- Payments to Partners
- Special Allocations
- Family Partnerships
- Sale of Partnership Interest
- IRC 754 Election Adjustment
- Debt Allocations
- Introduction to 704(c)
- Partnership Agreement Review

LEARNING OBJECTIVES

- Address the limitations on partner losses.
- Interpret how the partnership's activities affect the partners capital accounts.
- Analyze the tax implications of property entering and exiting the partnership.
- Differentiate between the substantial economic safe harbor and targeted allocations.
- Discuss the sale and redemption of a partnership interest.
- Explore common adjustments associated with partnership taxation.
- Review of the allocation of debt and non-recourse deductions.
- Recognize key provisions while performing a partnership agreement review.

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TAX TRAINING

Bootcamp: Estates, Gifts and Trusts

Bootcamp: Estates, Gifts and Trusts is designed to provide the participants with an in-depth understanding of the multiple levels of taxation encountered in the area of estates, gifts and trusts. The material covers a range of topics from basic planning to detailed requirements of the asset transfer process. The interactive approach includes lecture and group activities as well as comprehensive case studies.

COURSE INFORMATION

Duration	Variable
Prerequisite	5+ Years Professional Experience
Level of Instruction	Intermediate
Delivery Methods	Group Live Group Internet
CPE Credits	16 Credits
Taxes (TAX): 16	
Advance Preparation	None

COURSE OUTLINE

Death of a Taxpayer

Estate Taxes

Gift Taxes

Generation-Skipping Transfer Tax

Fiduciary Taxes

Trust Agreements

Types of Trusts

Special Trusts

Grantor Trusts

Planning

Comprehensive Case Studies

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LEARNING OBJECTIVES

- Build an understanding of the steps and requirements when a client dies.
- Develop a foundation for the planning and information flow of asset transfers.
- Explore the use of trusts in the Estate and Probate planning arena and the income taxation issues that arise within.
- Review the tax principles of generation skipping transfers.
- Introduce the complex nature and intricate uses of grantor trusts.
- Explore the advanced tax issues encountered in asset transfers during life and at death.

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CUSTOMIZED PROGRAMS

BUILD YOUR OWN

Tax Program Menu

✓	Individual Taxes	Level	CPE Hours
	Compensation and Retirement Income	Level 1	1
	Filing Status, Dependents and Basic Information	Level 1	1
	Individual Tax Credits	Level 1	1
	Interest, Dividends and Capital Gains/Losses	Level 1	2
	Schedule 1 Income and Adjustments	Level 1	2
	Rental Properties	Level 1	1
	Self-Employment	Level 1	1
	Standard and Itemized Deductions	Level 1	2
	Alternative Minimum Taxes	Level 2	2
	Cancellation of Debt	Level 4	2
	Selected Schedule C and Rental Property Topics	Level 2	1
	Equity-Based Compensation	Level 3	2
	Passive Activities and At-Risk Rules	Level 3	2
	Retirement Contributions and Distributions	Level 3	2
	Tax Planning	Level 4	2
	Foreign Taxes	Level 4	2
	Preparation of an Individual Tax Return	Level 1	4
	Various Tax Credits	Level 5	2

✓	Professional Development	Level	CPE Hours
	Professionalism	Level 1	2
	Documentation	Level 1	1
	Self Management and Organization	Level 2	2
	Communication — Business Writing	Level 2	2
	Time Management	Level 3	1
	Providing Feedback	Level 3	1
	Reviewing Tax Returns	Level 3	1
	Project Planning	Level 3	1
	Work-Life Balance	Level 4	1
	Supervision — Delegating and Teaching	Level 4	2
	Meeting People and Networking	Level 4	1
	Critical Thinking and Taking Ownership	Level 1	2

✓	Corporate Taxes	Level	CPE Hours
	Introduction to Business Tax Topics	Level 1	1
	Schedules K and M-1	Level 1	2
	Depreciation	Level 1	1
	C Corporations	Level 2	3
	S Corporations	Level 2	2
	Basis Fundamentals — S Corporation	Level 2	2
	Depreciation	Level 2	2
	Schedules K and M-1	Level 2	2
	State Apportionments	Level 2	1
	Advising on Business Creation	Level 3	3
	Basis	Level 3	3
	Deferred Taxes	Level 3	2
	Section 263A UNICAP	Level 5	2
	State Tax Nexus	Level 4	1
	Various Tax Elections	Level 4	2
	Prepare an S Corporation Tax Return	Level 1	3

✓	Other Material	Level	CPE Hours
	Introduction to Estates, Gifts and Trusts	Level 3	2
	Estates, Gifts and Trusts	Level 4	4
	Tax Research	Level 3	2

✓	LLC and Partnerships	Level	CPE Hours
	Introduction to LLCs and Partnerships	Level 2	3
	Basis and At-Risk	Level 4	2
	Capital Accounts	Level 4	1
	Partner Distributions	Level 4	1
	Partner Contributions	Level 4	1
	Payments to Partners	Bootcamp	2
	Sale of Partnership Interest	Bootcamp	2
	Special Allocations	Bootcamp	2
	IRC 754 Election Adjustments	Bootcamp	3
	Prepare an LLC Tax Return	Level 1	3
	Family Partnerships	Bootcamp	2
	Debt Allocations	Bootcamp	2
	Intro to 704(c)	Bootcamp	2
	Partnership Agreement Review	Bootcamp	2
	Hurdles to Deducting a Loss	Bootcamp	2

MORE INFO

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