## Step-by-Step: Find Accounting Standards in the CPA Canada Standards and Guidance Collection

1. Go to the <u>Libraries' homepage</u>. Type **CPA Canada Standards and Guidance Collection** into the Omni search bar and click the **Search button**.

YORK		Français Popular Links	Q
York University Librar	ies		
Library Home Ask & Serv	ices - Research & Learn - Collections - Locations and Spaces	✓ About Us ✓	CONTACT
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Advanced Search   Research Guides	:   Library FAQ   Omni Guide   My Account   Using Library Licer	sed Content	

2. Click **CPA Canada Standards and Guidance Collection** for the **first record** in the search results list.

1	CPA Canada Standards and Guidance Collection         Canadian Institute of Chartered Accountants.         1983-         Available at Leslie Frost Library Frost Stacks (HF 5601 C32 1995)         Available Online	"	*	
2	OTHER CPA handbook and Guidance - Exam only version Available Online >	"	*	



3. In the View Online section, click the CPA Canada Standards and Guidance Collection link.

	DATABASE CPA Canada Standards and Guidance Collection Canadian Institute of Chartered Accountants. 1983- M Available at Leslie Frost Library Frost Stacks (HF 5601 C32 1995) > ♂ Available Online >						*
TOP SEND TO VIEW ONLINE GET IT DETAILS VIRTUAL BROWSE	Send to	EMAIL	Ø PERMALINK	EXPORT BIBTEX	EXPORT RIS	EASYBIB	ENDNOTE
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- 4. You will now be able to access accounting and assurance standards in the CPA Canada Standards and Guidance collection. You can search this resource in three ways to easily locate relevant standards:
  - By using the **main search bar** and entering keywords.
  - By using the **left-side menu** and expanding the **plus signs** in the various sections.
  - By using the **Fetch search** and searching by document number. Please note, you will need the document number for the item to use this search



- 5. With the main search bar, you can search using keywords. Once you enter your search, the location of potential matches will show up in the left-side pane. A red number will indicate the number of hits. You can either use the left-side pane to navigate to relevant results or you can use the document viewer to scroll through and select results.
  - **Tip:** Click the **Question mark icon** beside the search bar to learn how to search the database more effectively with advanced search operators.



6. If you use the left-side menu, you can navigate to the various standards by clicking the **+signs** beside each section. Once you've located the relevant standard, **click on the title** to load it in the document viewer.

CPA Canada Standards and Guidance Collection (CPACHB)						
Search:	Q - Q - ☆ - × ∕ ♀ Fetch: [enter Document ID]	€ 0-				
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Copyright Copyr	Accounting >> Part II - Accounting Standards for Private Enterp	rises >> Accounting Standards >> Genera				
Part I - IES <sup>S</sup> Accounting Standards     ✓ Part II - Accounting Standards for Private Enterprises     Introduction to Part II     ✓ Accounting Standards     ✓ General accounting [Sections 1000 – 1800]     ✓ 1000 Financial statement concepts	GENERAL ACCOUNTING SECTION 1505 disclosure of accounting policies					
H □ 1100 Generally accepted accounting principles     1400 General standards of financial statement p     1500 First-time adoption     1505 Disclosure of accounting policies	TABLE OF CONTENTS	Paragraph				
Purpose and scope	Purpose and scope	.01				
Content Format and location Effective date	Disclosure	.0204				

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7. If you scroll to the bottom of a document in the document viewer, you will see the **unique Document ID** number. If you record this number, you can use it in the future to pull up the document using the **Fetch search**.



- Once you are in the CPA Canada Standards and Guidance Collection, you will have access to the Libraries' other Knotia subscriptions. The subscriptions include the following:
  - Accounting & Assurance: CPA Canada Standards and Guidance Collection; Guide to Accounting Standards for Private Enterprises; International Financial Reporting Standards & Professional Engagement Guide
  - Taxation: Commodity Tax News; Excise Automated Reference Library; Federal Income Tax Collection Platinum; Federal Income Tax News; GST/HST & Excise News; Historical GST/HST and Excise Tax Legislation Collection; Provincial Taxes Electronic Reference Library; Provincial Taxes News & TaxMatters@EY

To access any of these subscriptions, click the **Subscriptions link** in the header. You will then see the list of additional subscriptions. Click on **the title of the subscription** (i.e., International Financial Reporting Standards, etc.) to open it.



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9. This will load the new content in the document viewer. You can use **Steps 4 through 7** in this document to search the content.



10. Still need help? Go to the Ask Us page on the Libraries' website to access our:

- chat service
- email help
- in-person research help hours
- or to book an in-depth research consultation with a librarian.