

Some exciting changes are coming to the CPA PEP modules starting in January 2023. This information is intended to outline the key changes and prepare PEP candidates for the new resources that they will have access to next year.

Please take some time to review a summary of the changes described below. More detailed information and FAQs are being prepared for candidates and will be released early in the New Year.

CPA Canada Learning Library eBooks

In January 2023, the CPA Canada Learning eBooks, currently housed in Knotia, will be retired and replaced with the new CPA Canada Learning Library, which will be accessible in PDF format and online through the technical reviews housed on D2L. The new CPA Canada Learning Library contains seven volumes that are available to candidates in both PDF and eBook form and contain features such as snapshots, examples, summary problems and e-lessons on key technical topics.

Note that you will still have access to the CPA Canada Standards and Guidance Collection, Professional Engagement Guide (Student Edition), Excise Tax Act, and the Federal Income Tax Collection through Knotia from January 3, 2023 and onwards.

With the retirement of the CPA Canada Learning eBooks in Knotia, candidates will be able to access the retired eBooks through an archive library for a **period of six months**. **Access to the archived eBooks will be terminated on July 3, 2023.**

Candidates will continue to use the eBooks housed in Knotia, in conjunction with the survival guides until the CPA Canada Learning Library eBooks are released in January.

Some candidates may still want to export their notes and highlights from the retired Knotia eBooks as this personalized information will not be transferred to the new CPA Canada Learning Library eBooks. At the end of this communication, instructions for exporting notes and highlights have been provided for candidates.

Core, Elective and Capstone technical reviews

Candidates will access the CPA Canada Learning Library eBooks and practice multiple-choice questions through a technical review that will be linked to each core, elective and Capstone module that they are enrolled in. The technical reviews for all modules are also available on the Introduction to PEP module in D2L. Candidates will have access to all technical reviews once they are enrolled in the Introduction to PEP module.

In addition to housing the revised and improved eBooks, the technical reviews will also have some optional features to support candidate learning. More information on these optional features will be made available in the New Year.

Survival Guides

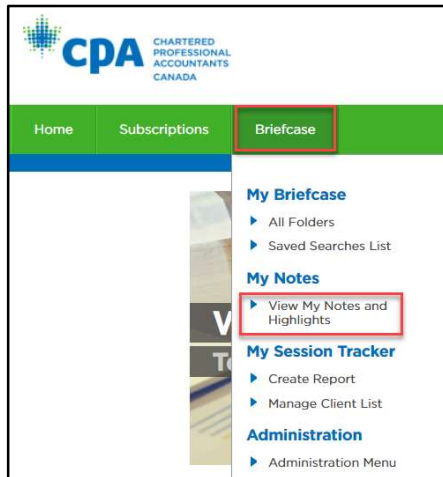
For 2023, the module survival guides will be retired and replaced with a module syllabus which will contain information from the survival guide. These syllabi will be accessible in D2L and will be made available publicly on the CPA Canada website in the New Year.

Candidates will continue to use the survival guides in their current modules until they gain access to the technical reviews in January.

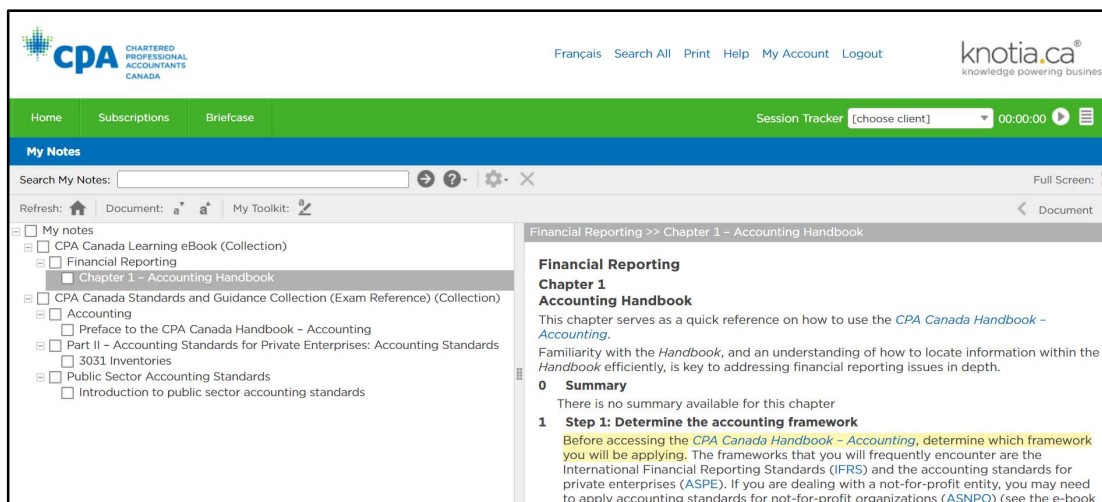
Exporting notes and highlights from the CPA Canada Learning eBooks in Knotia

Step 1: Identify which pages contain notes and highlights

- 1) Navigate to <https://www.knotia.ca/> and log in
- 2) Select 'Briefcase' then 'View My Notes and Highlights'

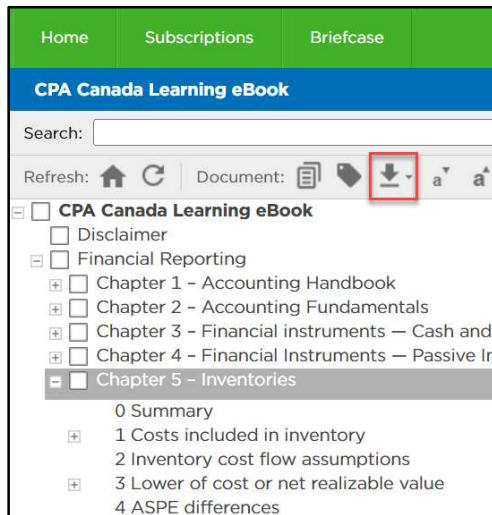


Any chapters with notes and highlights will be displayed.



Step 2: Export pages with notes and/or highlights to your computer

- 1) Open a new tab and navigate to <https://www.knotia.ca/>
- 2) Under 'Subscriptions' select 'CPA Canada Learning eBook'
- 3) For each chapter that contains notes and highlights (as identified in Step 1):
 - a. Select the chapter to open it on the right-hand pane
 - b. Select the 'Save Text or Document(s) to Hard Drive' button



- c. Select 'Save This Document'

Highlights are maintained and notes are placed at the bottom of the document in date order.

If you have troubles with exporting your notes and highlights, please contact the IT Helpdesk: <https://cpacanada.service-now.com/support>