

Course Overview:

This highly interactive program is to provide the delegates with an opportunity to update their financial skills and gain a better understanding of the planning and control processes at present organization. Each delegate will have an opportunity to translate their learning directly in to the workplace with case studies and scenarios based on real business problems and solutions.

Course Objective:

- The role of the Finance Function, in transaction recording and reporting, management control and decision-making, raising finance, internal control and risk management.
- The basic principles of financial accounting and reporting, the three main financial statements, and how they are prepared and presented.
- Evaluate the performance and position of an organization by analyzing their Annual Financial Report.
- Apply the management accounting procedures & techniques of 'product costing, cost-volume-profit analysis, budgeting, & variance analysis.

Course Outline:

- Business Organizations, Sources of Finance, the Finance FunctionThe Key Financial Statements
- Understanding the accounting cycle
- Analysis of Financial Statements
- Cost Concepts and Decision Making
- Management Accounting
- Investment Appraisal
- Using Financial Information to Manage the Business
- The Budgeting Process

Who Should Attend:

Managers, supervisors and staff from any function including finance who need to improve understanding and use of financial information.

Training Language:

English

Training Methodology:

- Presentation & Slides
- Audio Visual Aids
- Interactive Discussion
- Participatory Exercise
- Action Learning
- Class Activities
- Case Studies
- Workshops
- Simulation