

Course Overview:

This 5-day intensive corporate training program is designed to enhance the capabilities of professionals in finance and administration departments in the areas of budget analysis and planning, based on globally recognized best practices. The course equips participants with practical tools and techniques to understand budget components, analyze costs and revenues, and plan financial resources effectively to meet organizational goals. By linking financial analysis to strategic planning, this program supports more informed and impactful financial decision-making.

Course Objective:

By the end of this program, participants will be able to:

- Understand the concept of budgets and their importance in financial planning and control.
- Prepare operational, capital, and forecasted budgets.
- Develop skills to monitor budget execution and assess financial performance.
- Analyze variances between planned budgets and actual outcomes and identify their causes.
- Use financial and statistical tools to measure deviations and make corrective decisions.
- Enhance the ability to prepare budget analysis reports and financial performance indicators.
- Explore the latest techniques in budget preparation and financial performance analysis.
- Apply budgeting concepts and monitoring practices through real-world case studies.

Course Outline:

Day 1: Introduction to Budgeting and Its Corporate Role

- Definition and types of budgets
- Objectives of financial planning and control
- The annual budgeting cycle
- Linking budgets to strategic plans
- Common budgeting practices in organizations

Day 2: Preparing Operational and Capital Budgets

- Components of operational budgets
- Sales and production budgeting
- Budgeting for operating expenses
- Capital budgeting for projects
- Quantitative methods for revenue and cost estimation

Day 3: Performance Monitoring and Variance Analysis

- Tracking budget execution
- Key Performance Indicators (KPIs)
- Analyzing variances: planned vs. actual
- Identifying and categorizing causes of variance
- Making corrective decisions

Day 4: Advanced Financial Analysis Tools and Techniques

Training Language:

English

Training Methodology:

The course combines various teaching methods, including instructor-led presentations, group discussions, case study analyses, and assessments through quizzes and a final exam to engage participants and ensure they understand and retain the material.

Venue | Date | Fees

Khobar | 24-08-2025 | 14,375 SAR

Dubai | 22-09-2025 | 25,875 SAR

- Using Excel for budget analysis
- Statistical tools to measure performance
- Financial ratios for evaluation
- Visual representation of financial data
- Forecasting techniques and flexible budgeting

Day 5: Practical Applications and Financial Reporting

- Preparing analytical budget reports
- Writing financial recommendations based on analysis
- Full case study of a real-life organization
- Discussion of international best practices
- Final evaluation and summary of key concepts

Who Should Attend:

- Accountants and financial analysts
- Budget and planning officers and supervisors
- Finance and administration managers
- Anyone involved in budget preparation or financial performance analysis within an organization