

Fundamentals of Finance and Accounting

Date

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07 July -11 July 2024

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3200

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OBJECTIVES:

This intensive course will provide:

- A thorough grounding in basic finance at a level that all managers can understand.
- Practical experience of using financial data.
- Tools to help you use what you've learnt when you're back in the workplace.

The purpose of the course is to provide participants with a sound knowledge of the basics of finance, thereby enabling them to:

- Appreciate the role and limitations of finance
- Analyze their company's performance
- Control their own department more effectively
- Enhance their decision making
- Spot and manage their financial risks
- Communicate more effectively with their finance departments

WHO SHOULD ATTEND?

- Executives, Managers and line supervisors who receive management reports but are from a non-financial background.
- Recent appointees to management positions
- Accounts staffs, who prepare inputs to management information systems.

:PROGRAM TOPICS

The course will address many areas of finance and accounting including :

- Introducing finance and accounting
- Understanding the basics of financial statements
- Uncovering the secrets of a balance sheet
- Simplifying the income statement
- Using ratios
- Evaluating the results
- Managing cash flow
- Budgeting
- Appraising investment proposals
- Introducing costing
- Costing for decision making

- Integrating accounting and finance

:WORK STYLE

- A mixture of short presentations
- interactive discussion
- individual exercises and group work
- The emphasis throughout is on a practical approach using case material and examples
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