

€ TRAINING

Business Financial and Accounting Skills





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Introduction:

This training program provides participants with essential skills and knowledge in business finance and accounting. It empowers them to manage financial operations effectively, enhance financial decision-making, and ensure accurate financial reporting and analysis.

Program Objectives:

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

- Understand the principles of financial accounting and reporting.
- Develop and manage budgets and financial plans.
- Analyze financial statements and performance.
- Apply cost accounting methods for business efficiency.
- Implement best practices in financial management and control.

Targeted Audience:

- Accountants.
- Financial Managers.
- Business Analysts.
- Finance Officers.
- Managers involved in financial decision-making.

Program Outline:

Unit 1:

Fundamentals of Financial Accounting:

- Principles and concepts of financial accounting.
- Understanding the accounting cycle.
- Preparing and interpreting financial statements.

- Key accounting policies and standards.
- Case studies on financial accounting practices.

Unit 2:

Budgeting and Financial Planning:

- Importance of budgeting in business management.
- Different types of budgets operational, capital, cash flow.
- Steps in the budgeting process.
- Monitoring and controlling budgets.
- Best practices in financial planning and forecasting.

Unit 3:

Financial Statement Analysis:

- Techniques for analyzing financial statements.
- Key financial ratios and their interpretation.
- Assessing business performance and financial health.
- Conducting variance analysis.
- Case studies on financial statement analysis.

Unit 4:

Cost Accounting and Management:

- Overview of cost accounting principles.
- Methods of cost allocation and costing systems.
- Activity-based costing ABC and its applications.
- Using cost information for business decision-making.
- Practical examples and case studies on cost management.

Unit 5:

Financial Management and Internal Controls:

- Principles of financial management.
- Managing working capital and cash flows.
- Importance of internal controls in financial management.
- Designing and implementing effective control systems.
- Best practices in financial risk management and compliance.