

€ TRAINING

Spreadsheet Skills for Planning with
Forecasting and Budgeting



21 - 25 December 2025
Cairo (Egypt)



Spreadsheet Skills for Planning with Forecasting and Budgeting

REF: F83 DATE: 21 - 25 December 2025 Venue: Cairo (Egypt) - Fee: 3520 Euro

Introduction:

This training program provides essential spreadsheet skills for effective planning, with a focus on forecasting and budgeting. Participants will learn to utilize advanced spreadsheet functions and techniques to enhance their planning processes and make data-driven decisions. It empowers them to apply these skills in real-world scenarios for accurate forecasting and efficient budgeting.

Program Objectives:

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

- Master advanced spreadsheet functions for planning and analysis.
- Develop and manage accurate forecasts using spreadsheets.
- Create and control budgets with advanced spreadsheet techniques.
- Analyze and interpret forecasting data effectively.
- Implement best practices for spreadsheet-based financial planning.

Targeted Audience:

- Financial Analysts.
- Budget Planners.
- Business Managers.
- Accountants.
- Planning and Forecasting Professionals.

Program Outline:

Unit 1:

Advanced Spreadsheet Functions:

- Introduction to advanced spreadsheet functions.
- Utilizing formulas and functions for financial analysis.

- Creating dynamic data models and scenarios.
- Automating repetitive tasks with macros.
- Best practices for maintaining spreadsheet integrity.

Unit 2:

Developing Accurate Forecasts:

- Techniques for data collection and preparation.
- Building forecasting models using historical data.
- Applying statistical methods and trends analysis.
- Creating and managing forecasting scenarios.
- Validating and refining forecast accuracy.

Unit 3:

Effective Budget Management:

- Designing and setting up budget templates.
- Implementing budget controls and tracking mechanisms.
- Analyzing budget variances and making adjustments.
- Integrating forecasting data into budget planning.
- Techniques for reporting and communicating budget results.

Unit 4:

Data Analysis and Interpretation:

- Advanced data analysis techniques using spreadsheets.
- Creating and interpreting pivot tables and charts.
- Conducting variance analysis and performance reviews.
- Using conditional formatting for better data visualization.
- Making data-driven decisions based on spreadsheet analysis.

Unit 5:

Best Practices for Spreadsheet-Based Planning:

- Ensuring data accuracy and consistency.
- Developing user-friendly spreadsheet templates.
- Collaborating and sharing spreadsheets effectively.
- Implementing version control and documentation.
- Continuous improvement in spreadsheet-based planning processes.