

# € TRAINING

Managing the Cash Cycle Accounts  
Receivable and Payable Best Practices

A group of four smiling business professionals (two men and two women) in a meeting room. They are wearing white shirts and are seated around a table. The background is blurred, showing a modern office environment.

7 - 18 October 2024  
Barcelona (Spain)



# Managing the Cash Cycle Accounts Receivable and Payable Best Practices

REF: F1337 DATE: 7 - 18 October 2024 Venue: Barcelona (Spain) - Fee: 9460 Euro

## Introduction:

This training program delves into best practices for managing the cash cycle, with a particular focus on optimizing accounts receivable and payable processes. Through it, participants will gain essential skills and strategies to enhance cash flow, improve financial efficiency, and streamline working capital management. It empowers them to implement effective practices that drive operational excellence and financial stability.

## Program Objectives:

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

- Optimize accounts receivable processes to accelerate cash flow.
- Implement best practices for managing accounts payable efficiently.
- Analyze and improve the overall cash cycle.
- Develop strategies to enhance working capital management.
- Utilize technology and tools to streamline cash cycle management.

## Targeted Audience:

- Financial Managers.
- Accounts Receivable and Payable Professionals.
- Treasury Analysts.
- Controllers.
- CFOs and Financial Executives.

## Program Outline:

### Unit 1:

#### Introduction to the Cash Cycle:

- Definition and components of the cash cycle.
- Importance of effective cash cycle management.

- Key metrics for evaluating cash cycle performance.
- Impact of the cash cycle on liquidity and financial health.
- Case studies illustrating successful cash cycle management.

## Unit 2:

### Accounts Receivable Management Fundamentals:

- Overview of accounts receivable processes.
- Strategies for improving invoicing accuracy and timeliness.
- Techniques for accelerating collections and reducing days sales outstanding DSO.
- Managing customer credit risk and establishing credit terms.
- Tools and technologies for managing accounts receivable.

## Unit 3:

### Advanced Accounts Receivable Strategies:

- Implementing automated invoicing and payment systems.
- Techniques for effective dispute resolution and debt collection.
- Analyzing and optimizing credit policies and limits.
- Best practices for managing large and complex customer accounts.
- Using data analytics to improve receivables management.

## Unit 4:

### Accounts Payable Management Fundamentals:

- Overview of accounts payable processes.
- Strategies for optimizing payment schedules and cash flow.
- Techniques for negotiating favorable payment terms with suppliers.
- Managing supplier relationships and addressing disputes.
- Tools and technologies for managing accounts payable.

## Unit 5:

### Advanced Accounts Payable Strategies:

- Methods of Implementing electronic payment systems and automation.
- Techniques for early payment discounts and supplier financing.
- Analyzing and optimizing payment cycles and workflows.
- Best practices for managing supplier risk and compliance.
- Using data analytics to enhance payables management.

## Unit 6:

### Working Capital Management:

- Techniques for optimizing working capital and liquidity.
- Balancing accounts receivable and payable to improve cash flow.
- Strategies for efficient inventory management and procurement.
- Forecasting cash flow needs and managing liquidity.
- Tools and techniques for working capital analysis and optimization.

## Unit 7:

### Cash Flow Forecasting and Planning:

- Techniques for accurate cash flow forecasting.
- Developing short-term and long-term cash flow plans.
- Analyzing cash flow trends and variances.
- Strategies for managing cash reserves and liquidity.
- Tools and technologies for cash flow forecasting.

## Unit 8:

### Financial Analysis and Reporting:

- Key metrics and indicators for cash cycle analysis.
- Techniques for analyzing accounts receivable and payable data.

- Preparing and presenting cash cycle reports to stakeholders.
- Using financial ratios to assess cash cycle performance.
- Best practices for financial reporting and communication.

## Unit 9:

### Technology and Tools for Cash Cycle Management:

- Overview of technology solutions for cash cycle management.
- Implementing automated systems for invoicing and payments.
- Leveraging data analytics and business intelligence tools.
- Evaluating and selecting cash management software.
- Future trends and innovations in cash cycle technology.

## Unit 10:

### Integrating Cash Cycle Management with Financial Strategy:

- Aligning cash cycle management with overall financial strategy.
- Developing integrated financial and operational plans.
- Strategies for improving cross-functional collaboration.
- Assessing and mitigating risks in cash cycle management.
- Continuous improvement and best practices for long-term success.