



COURSE NAME

Finance For Non-Finance Professionals

COURSE DURATION

Five days

COURSE DESCRIPTION

This course introduces the up-to-date approaches to financial management for non-financiers along with special distinctive emphasis on the managerial skills required to cope with today's changing environment. The Course will cover the functional aspects of finance, including dealing with financial statements, financial forecasting, organizing investments and finance, decisions making, the preparation of financial hierarchy and budgeting. This course will also briefly introduce the trainees to the basis of financial planning and its implementation in any sphere of business for continuous improvement of processes and control.

COURSE OBJECTIVES

- Understand, the new trends in accounting and financial statements analysis (Financial Ratios, Sources & Uses of Money, Dupont, Market & Economic Value Added)
- Understand the importance of Financial Forecasting and Techniques and their role in assessing and minimizing projects returns.
- Learn the new techniques of financial planning and control.
- Financial Budgeting and Preparations (Items, Financial Cash Flow Forecast, Break-even analysis and Budgeting).

COURSE OUTLINES

DAY 1

- Fundamentals of Finance
- Understand basic financial statements and be able to explain their usefulness for the external analysis of a firm.
- Appreciate the usefulness as well as the limitations of financial ratios.
- Resources and uses of Money
- Financial Ratios Analysis
- Du Pont Formula
- Financial & Non-Financial analysis

DAY 2

- Financial Forecasting and Techniques
- Role of Financial Forecasting
- New Techniques in Financial Forecasting
- Forecasted Financial Position
- Percentage of Sales Percentage
- Regression Analysis

DAY 3

- Financial Budgeting
- Know the principles used to decide the most capital budgeting criteria.
- Budgeting in today's competitive business
- The Budgeting Process
- The role of budgeting
- Annual budgeting process
- Identifying and resolving budgeting variances
- Different budgeting systems in use today
- Essential of Finance & Accounting

DAY 4

- Financial Planning and Control
- Cash-Flow forecast
- Break-even analysis (units and monetary)
- Operating leverage
- Asset Management
- Understand the Main Assets Management Techniques
- Working-Capital Management & Short Term Financial

DAY 5

- Capital Budgeting
- Investment profitability analysis:
 - Simple Rate of Return (SRR)
- Calculations
- Return on equity
- Pros and Cons
 - Payback Period (PBP)
- Calculations
- Wagner Law



- Discounted Payback Period
- Pros and Cons
- Discounted Cash-Flow methods:
- Net Present Value (NPV)
- Internal Rate of Return (IRR)

TRAINING METHODOLOGY:

- Pre-assessment
- Use of real-world examples, case studies and exercises
- Interactive participation and discussion
- Power point presentation, LCD and flip chart
- Group activities and tests
- slides and handouts
- Post-assessment

DELIVERY METHOD:

- In person
- Online