



HOSCA

management consultants



FINANCE FOR NON FINANCIAL MANAGERS

AIM AND APPROACH:

The course focuses on dispelling the mystery of financial jargon. At the end of this course the participants will be able to understand the basic principles of business finance.

PROGRAMME OBJECTIVES:

- Understand what the balance sheet, profit and loss account and cashflow statement say about business performance
- Understand and use management accounts to assess and manage internal financial performance in line with company goals

AUDIENCE:

- Managers working at strategic positions with no financial training

PRE-WORK:

Before training a list of participants and some background information about them, e.g. role in current position, experience in finance.

DURATION:

2 Days

AGENDA: Day 1 – Financial accounts:

- Introduction, Objectives and Agenda
- Introduction to accountancy and different types of accountants
- Busting financial jargon
- Financial accounts
 - Financial accounting versus management accounting
 - Where do the financial accounts come from?
 - Uses of the financial accounts
 - Investment and financing cycle – the balance sheet
 - The trading cycle – the trading profit and loss account
 - Cash versus profit
 - The cashflow statement
 - Concepts underlying the financial statements
 - Using ratio analysis to examine in depth the performance of the business in terms of liquidity, operational efficiency, profitability and return on investment

Day 2 – Management accounts:

- Budgeting – planning and controlling
- Variance analysis
- Cash budgets
- Capital budgeting
- Cost accounting – different types of costs and costing systems