

Finance for Non-Finance Managers

Duration

One Day

Overview

This financial training course has been specifically designed for employees at middle and senior management level who do not have day-to-day involvement in financial activities. This programme will help delegates understand and interpret key financial documents as well as describe and explain the importance of key financial ratios and understand different types of cost and how to manage them more effectively.

Content

- An understanding of the difference between the business manager's role vis a vis the role of the accountant
- Understanding financial statements
 - Profit & Loss Account
 - Balance Sheet
 - Cash Flow etc
- Understanding key accounting concepts
 - Accruals, Prepayments, Capital & Revenue Expenditure, Depreciation
 - Importance of expense control

Learning Outcomes

By the end of this course delegates will have the skills to:

- Read, understand and interpret financial statements
- Understand the accounting terms used by accountants
- Understand Financial vs Management Accounting
- Distinguish between Revenue & Capital Expenditure
- Appreciate issues around efficient cash flow management & budget profiling

Who should attend

This programme is ideal for managers and professionals in non-financial roles who have responsibility for financial matters and those who need to know more about finance to improve their planning, costing and budgeting skills.

Level

Introductory

Course benefits

This course will particularly benefit those who would like to become more familiar with financial documents and terminology, and understand each of these aspects better.

Pre-course work

No pre course work required.

Further courses to consider

Budgeting for success

Introduction to purchasing

Microsoft Excel - Introduction, Intermediate or Advanced

Certificates

All delegates who successfully complete this course will receive an electronic certificate of attendance.

Trainer's background

The trainer for this course has extensive experience in design and delivery of financial training programmes. They are a qualified, practicing, chartered accountant, with relevant practical experience and have previously delivered this particular programme in public and private sector industries.