

# Finance for Non-Financial Managers

## Course Overview

Financial awareness is not an optional nowadays for all organizations' levels. Every business has been established to yield a return back to the investors investments. The business is the tool but the financial return is the target, so the management at all level should maintain a certain degree of awareness of how to deal with the financial reports. And also how to read the financials.

## Course Outline

- The four types of financial statement
  - 1- Statement of financial position (The Balance Sheet)
    - The Basic Accounting Equation
    - Elements of Balance Sheet
    - Using the Balance Sheet Effectively
  - 2- Income Statement (Profit And Loss Accounting)
    - Elements of Profit & Loss Statement
    - Using Profit & Loss Effectively
    - Measuring Profitability
  - 3- Cash Flow Statement
    - Cash flow statement and its elements
    - Operating, financing, and investing activities
    - Applying the cash flow statement efficiently
  - 4- Statement of changes in equity (Statement of Retained Earnings)
    - Net profit or loss
    - Share capital issued
    - Dividend payments
    - Gains or losses
- Budgeting (Investment Appraisal)
  - Budgeting for Costs & Revenues
  - Budgeting Process
- Financial statements samples and templates

## Learning Objectives

After completing this course, participants will be able to:

- Deal with the financial aspects in a proper manner.
- Read and understand the content of the financial statements.
- Know the financial payback and time value of money of every business decision.
- Use the financials as a tool to well manage the business.

**Who Should Attend**

- Non-financial managers in every functional area of responsibility in all industries.
- Those who wish for a better communication between financial and non-financial professionals.
- Those who are now or intend to become, at some point in their career, the manager in charge of a profit center in the company.

**Course Duration:** Two days from 9:00AM to 4:00PM

**Registration Deadline:** One week before the course date

**Course Venue:**

Top Business premises: 17, Abdel Wahab Selim Elbeshry St. Sheraton Heliopolis, Cairo, Egypt.

**For Registration**

- Logon to [www.topbusiness-hr.com/Course\\_Register](http://www.topbusiness-hr.com/Course_Register) to fill a registration form. Alternatively you can request a registration form by mail from: [training@topbusiness-hr.com](mailto:training@topbusiness-hr.com).
- Payment should be made one week prior to course.
- Payment by cheque in Top Business's name or cash to our address.

**For More Information**

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