

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: Three 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.

Registration & Payment

- Logon to 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.
- Course fees include material, light lunch, coffee break and certificate.
- Payment by cheque in Top Business's name, cash to our address or by bank transfer.
- Payment is due within 3 working days from course confirmation. Your registration is confirmed only after course payment
- Payment is nonrefundable, however participant can be substituted or can attend next confirmed round of the same course or another course.

For More Information

17, Abdel Wahab Selim Elbeshry St.,
Sheraton Heliopolis, Cairo - Egypt

T. +2 02 226 871 44 / +2 02 226 871 45

Ext. 440/1

F. +2 02 226 871 58

M. +2 010 229 20 433

training@topbusiness-hr.com

www.topbusiness-hr.com