

# Budgeting & Cost Control

## Course Overview

In the pursuit to achieve goals and objectives the management faces a lot of obstacles, good planning is one of the management pillars that help to avoid those obstacles, and budgeting is the financial tool that help the management in the planning process; and also the budget play an important role in the controlling , communicating, and motivating processes. The successful budgeting process will lead to better results and reasonable control over the organizational resources. There is a major factor will lead to successful budget is the buy in for all of the levels of the organization so they should be aware for a certain degree of how we do budget

## Course Outline

### Fundamentals

- Intro to Financial, Cost & Managerial Accounting
- Importance of Budget and its link to Strategic Management Process
- Effective Target Setting
- Budgeting: The Basis for Planning and Control
- Advantages & Disadvantages of Budgeting

### Budgeting

- Budgeting Process
- Types of Budgeting
- The Master Budgeting (Operating & Financial)
- Budget Period
- Budget Implementation
- Activity-Based Budgeting (ABB)
- Standard Costing
- Zero-Base Budgeting

### Budgetary Control

- Financial Control Techniques
- Budgetary Control Process
- Non-financial Measures in Budgeting
- Static vs. Flexible Budgeting
- Variance Analysis
- Flexible Budgeting and Activity-Based Costing

## Learning Objectives

Upon completion of this course, participants will be able to:

- Understand budgets and budgeting
- Develop techniques for effective budgeting
- Understand how to manage budgets
- Use budgets to monitor and control the costs.

### **Who Should Attend**

- Finance specialists/ managers
- Accountants
- General Managers of SME (small to medium enterprises)
- Entrepreneurs

**Course Duration:** Three days from 9:00AM to 3:00PM

**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:**

- Course fees include soft copy of the material, coffee break, light lunch and certificate.
- Payment by cheque in Top Business name, cash to Top Business address or by bank transfer.
- Payment is due within 3 working days from course confirmation. Registration is confirmed only after course payment
- Payment is non-refundable; however, participant can be substituted or attend next confirmed round of the same course or another course during the same calendar year.
- Payment is non-refundable in the event of a participant no show on the 1st day of the course.

### **For More Information**

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