

# Fundamentals of Accounting & Finance

Important Ideas, Procedures, and Methods

## Introduction

An increasing number of delegates are realising that in order to participate in the management process successfully, they require a solid knowledge of finance and accounting. This cutting edge Fundamentals of Finance and Accounting training course will satisfy their needs. In addition to giving those who are new to the finance industry a solid foundation in business language, this training programme will be a priceless update and refresher for those who may have previously studied accounting and finance.

Not only have corporate reporting and financial accounting undergone significant change in recent years, but business competition has increased in volatility and speed, making it more important than ever for those who want to actively participate in the efficient management of their companies to comprehend and communicate in financial terms.

### **The following will be covered in this Course N Carry Fundamentals of Accounting and Finance training course:**

- The basis and tenets of contemporary accounting and finance
- Comprehending and evaluating financial statements
- How to examine company reports to get more in-depth knowledge about finances
- Practical techniques for financial forecasting
- Decision-making guidelines for financial investments Techniques for budgeting and planning

## Objectives

The goal of this training programme is to give you with current knowledge and useful skills related to the production and analysis of budgets and financial statements for the public sector.

### **Upon completion of this training course on the Fundamentals of Accounting and Finance, you will be able to:**

- Recognise the fundamentals and applications of accounting and finance
- Improve your ability to evaluate and comprehend financial statements.
- Create financial projections for various business uses.

- Use sensible methods for making financial decisions.
- Participate actively and intelligently in the planning and budgeting procedures.

## Training Methodology

With formal presentations, case studies, and interactive worked examples, this Fundamentals of Finance and Accounting training course will be designed to be extremely participatory. Each of the concepts taught is applied with relevant examples and case studies, and there are plenty of possibilities to gain practical corporate finance skills that you can use in your workplace.

## Organizational impacts

**The company will gain from the delegates' enhanced understanding of and ability to use practical skills related to financial accounting and reporting; they will also be able to apply business acumen and make better decisions. Advantages that are particular include:**

- Increased knowledge of the concepts and practices of business finance
- Improved correspondence between the commercial and financial departments
- Proficiency in the analysis and interpretation of financial reports
- Applying critical thinking to decisions about capital investments
- Gaining expertise in financial forecasting and participating in organisational budgeting procedures effectively

## Personal Impact

Participants in this Fundamentals of Accounting and Finance training course will gain a thorough understanding of accounting principles, financial analysis, forecasting, and financial decision-making. Additionally, the course will emphasise the development of practical skills that the participants can utilise to apply these principles to their own organisations to improve operational effectiveness and decision-making, while also significantly enhancing their own prospects for career advancement.

- Increasing knowledge of the concepts and practices of business finance
- Improving communication with coworkers in finance and business
- Proficiency in the analysis and interpretation of financial reports
- Making capital investment decisions by using critical analysis
- Acquiring useful and efficient forecasting abilities

- Adding something significant and well-informed to the budgetary procedures

## Who should attend?

Professionals from a wide range of disciplines and industry sectors, but especially those involved in planning, forecasting, and investment decision-making in an era of risk and uncertainty, are expected to benefit from this training course's practical skills and insightful knowledge.

**A wide range of professionals can profit from this Course N carry Fundamentals of Accounting and Finance training course, however the following are the main advantages:**

- Accountants in Finance Receivables and Payables Members of the Team
- Managers of Planning and Budgeting
- Investor Relations and Corporate Reporting Investment analysts on staff
- Managers of Commercial Operations
- Members of the Supply Chain and Procurement Teams
- Members of the project team and capital investment

## Course Outline

### Day 1

#### Basic Ideas

- Determining and Fulfilling Stakeholder Requirements
- The Role of Accounting and Finance in Contemporary Business
- Financial Accounting Principles
- Recognising the Five Financial Statement Elements
- The Objective, Organisation, and Layout of Financial Statements
- Fraud and Creative Accounting: Breaking the Rules

### Day 2

#### Analysing and Interpreting Financial Statements

- Financial Analyst Toolkit

- Measurement and Management of Financial Analysis from the Perspective of an Investor
- Evaluation and Control of Capital Structure and Risk Cash Flow Analysis and Enhancement

## Day 3

### Overview of Techniques for Financial Forecasting

- Forecasting Sales Revenue and Profit: An Understanding of Cost Behaviour and Profit-Drivers
- Finding the Factors Influencing Business Cash Flow
- Projecting Cash Flow for Businesses
- The Reasons Behind and Signs of Company Failure
- Predicting Business Failure and Distress

## Day 4

### Making Decisions About Business Funding and Investments

- The Goal and Components of Financial Strategy
- The Cost and Sources of Business Financing
- Comprehending and Reaching the Ideal Capital Structure
- Capital Budgeting Principles
- Knowing How to Apply and Interpret Discounted Cash Flow (DCF) Analysis
- A Cash Flow-Based Method for Determining Capital Investments

## Day 5

### Basics of Budgeting and Financial Planning

- The Function of Budgeting and Business Planning
- Typical Methods of Budgeting
- Behavioural Aspects of Budgeting
- Objections and Deficits in Systematic Budgeting
- Rolling Forecasts to Replace Budgets
- Formulating Financial Statement Forecasts for Key Drivers