

Course Title: Finance For Managers

Course Reference: FMF-04A

Level: Introductory/Intermediate

Duration: 5 days

Description:

This course is designed for non financial managers, yet those who are required to achieve profitable targets for their organisations, departments, projects, and teams. It focuses on all the essential financial parameters that enable figure heads to assess the overall performance by evaluating the presented financial records. The course is an excellent tool which complement technical and administrative knowledge in running any team.

Course Objectives:

Upon finishing this course the trainee will have:

- Understand the main parameters of general accountings and their importance to the firm.
- Have the ability to access the performance of their firms by looking at the financial performance.
- Understand the balance sheet and the indications that they yield.
- Comprehend the loss and profit accounts of their firms.
- Work out and present successful budgets.
- Understand the parameters that effect the cash flow of the organisation.
- Be able to improve costing performance of the firm.

Who attends this course?

- General managers.
- Department managers.
- Project managers.
- Deputy managers.
- Team leaders.
- Junior managers.

Accessories:

All trainees will be supplied with "Wireless Domain Instruction Package" containing the complete course manual and CD for future reference to the course contents.

Course Contents:

1. Introduction to Financial Statements

- Importance of financial measures
- Financial accounting and management accounting
- The four types of accounts
- Three financial statements

2. Profit and Loss Account

- The profit and loss account
- Elements of the profit and loss account
- Costs in the profit and loss account
- Your own figures

برنامج مصمم خصيصا لتطوير المهارات الحسابية للمدراء غير المختصين بالحسابات بصورة مباشرة. حيث يقدم البرنامج صورة شاملة عن كيفية وضع جداول زمنية وحسابية لانجاز مشاريع مربحة ضمن وقت زمني محدد. والبرنامج مصمم لزيادة خبرة المدراء في الحقل الحسابي اضافة الى الحقل الاداري العام.

ما يحصل عليه المتدرب بعد انتهاء فترة التدريب:

- فهم شامل للمكونات الحسابية واهميتها بالنسبة للشركة
- التعرف على مكونات الميزانية المالية
- تفهم حالات الربح والخسارة واتخاذ القرار لتصحيح الخطأ
- وضع ميزانية ناجحة وواقعية
- زيادة قابلية الاداء وتحسين مستوى المصروفات

الضئات التي يمكن أن تستفاد من هذا المنهج التدريبي:

- المدراء.
- مدراء الاقسام.
- مدراء المشاريع.
- رؤساء الفرق.
- مدراء مبتدئين.

3. Balance Sheet

- Definition
- Sources and use of figures
- Format of the balance sheet
- Inter-relationship with the profit and loss account
- Examples of formats
- Your own figures

4. Cash Flow

- Profit and Cash
- Elements of Cash Flow
- Managing Cash and Loans
- Practical Applications of Cash Flow
- Your own figures Costing Decisions
- Introduction
- Variable and Fixed Costs
- Cost Structure and Methods
- Break-even
- Product Costing
- Your own figures

5. Introduction to Financial Analysis

- What is financial analysis
- Financial analysis in practice

6. Investment Appraisal

- Cash Flow and Relevant Costs
- Pay Back
- Present Value and Discounting
- Discounted Cash Flow
- Sensitivity Analysis
- Case study

7. Profit Margin

- Profit Margin Ratio
- Comparison by Industry
- Supermarkets
- Aircraft Manufacturing Industry
- Profit Margin Flowcharts
- Your own figures

8. Asset Turnover

- Concept of Asset Turnover
- Asset Turnover Flowchart
- Working Capital Ratios

- Fixed Asset Turnover
- Analysis by Industry – Supermarket
- Analysis by Industry – Aircraft Manufacturing
- Your own figures

9. Return on Capital Employed

- What is Return on Capital Employed?
- Elements of ROCE
- Comparison of ROCE
- Financial Analysis with ROCE
- Your own figures