



BUDGET TRAINING COURSE

COURSE SCHEDULE

The next course start date can be found on the course schedule. The course runs from 10:30 to 16:30 for one day.

COURSE FORMAT

The course is designed and delivered in a workshop environment by an experienced Chartered Accountant and Financial Analyst.

The course is interactive and encourages learning through practical exercises.

WHO IS THIS COURSE SUITABLE FOR?

This course is ideal for someone whose job involves managing a budget.

It does not assume a background in Finance, so people from outside of Finance and people who work in Finance can both find this course beneficial.

CONTENT

- Define a budget
- Cost budgets
- Financial Terminologies
- Define each element: Income vs expenditure, capital expenditure, cash flow forecasts etc.
- Developing budgets for profit and loss, balance sheet and cash flow
- The principles of budgets
- What are the benefits of good budget practice
- Different types of budgets and varying styles
- Practical exercise defining and preparing profit and loss, balance sheet and cash flow
- Coordinating and bringing your budget together
- Planning and preparation of your budget
- Accounting adjustments to be aware of; stock, accruals, prepayments etc.
- Ascertain expenditure and variances
- Explaining variances
- Cash flow and working capital cycles
- Profit margin ratios
- How to forecast financing cost
- How to forecast cash-flow
- Justifying your business reason for the budget