

Finance Training for Non-Finance Executives

Overview of the course:

The Finance for Non-Finance Executives accounting course adds financial dimension to the decision making of non-finance executives. With the understanding of financial aspects of the business, non-finance executives can take better and cost-effective decisions which can contribute to the bottom line. The non-finance executives will be able to read the financials and analyse and interpret and take active participations in board meeting etc.

For whom is the course?

CEOs, HR and Admin Managers, Sales Managers, Engineers, Executive Secretaries, IT Managers, Purchase Managers, Production Managers, Warehouse and Logistics Managers etc. Those who are engaged in implementation of ERP.

Outcome of the course:

After the course, one will be able to understand financial aspects of business and able to interpret and analyse the financial statements, take part in commercial meetings, can have detailed ideas of budgets and forecasts and inputs required for decision making.

Benefits of this course:

- Add a financial dimension to your decision-making.
- Gain the skills and confidence to use financial information to improve your company's performance.
- Specifically designed for experienced professionals from non-financial backgrounds
- Helps you to understand the finance and accounting reports presented by the Finance Managers and Accountants
- Add a financial dimension to your decision-making.
- Informed business decisions
- Demystifies the language of finance.
- Perform project appraisals and company valuations.
- You would be able to prepare better budgets and forecasts.
- Demystifying the financials unlock the full potential of your business.
- Assess and manage the key drivers of performance and shareholder value.
- Designed to empower non-financial managers to ask the right questions and draw insightful conclusions from financial info.
- Make better operational decisions, backed up with a clear understanding of their implications for your company's financial performance and value.
- Measure product and customer profitability in a meaningful way and use activity analysis to manage product and costing.
- Help understand and evaluate financial information with confidence.
- It gives you confidence to ask questions and understand the explanations given by the finance people.
- Understanding helps interact better with finance people.
- You would be able to analyze various cost components, their trend and hence control them.
- The course will help you understand the value of your business, the shareholders' value.

- Understanding company performance, identifying the drivers of cash-flow and profit.
- Communicate with confidence in accounting and financial language and ask the right questions.
- Interpret and evaluate the content of financial reports, including SOFP, SOCI, CF & financial footnotes.
- Analyze and benchmark financial performance.
- Understand the relationship between risk and return and estimate the required rate of return for a company.

Summary of Tentative Course Outlines

Overview & Introduction:

- What is Finance, Bookkeeping, Accounting Basics, Accounting Rules
- Fundamental principles of Accounting, Accounting Equation
- Types of businesses/sectors/legal structures
- Step by step approach to preparation of Financial Statements

Understanding Transactions, Financial Statements, Analysis and Interpretation

- Types of Accounting Transactions, how they are captured and complete Accounting Cycle
- Concepts of Debit and Credit, the core accounting principles, accounting equation.
- Understanding Assets/Liabilities/Capital/Income/Expenses/Losses
- Constituents of Financial Statements-Profit & Loss Account, Balance Sheet and Cash Flow
- Understanding Capex and Op-ex, Fixed Assets, Current Assets, Working Capital
- Key Financial Ratios and business performance indicators. Profitability ratios, Debt-Gearing ratios, Investment valuation ratios, their interpretation, Cost of Capital, WACC, Return on Capital Employed (ROCE)
- Analyzing the Balance Sheet to understand the financial health of the organization
- Net Profit Vs Cash Profit-understand why are they not the same? Cash is king.
- Understanding Equity and capital structure
- Discussing Accounting standards and IFRS

Cash Flow

Direct and Indirect Method-Excel template, example

Budgeting & Forecasting

- Why Budget, its use, how are they prepared, who are involved?
- Understanding components of budget and preparation of Master Budgets
- Monitoring and controlling variances.
- Sales Budget, Production Budget, Purchase Budget, Conversion Cost Budget, Capital Budget, Administration Budget, Sales & Marketing Budget, HR & Admin Budget

Financial Decision Making

- Net present value, IRR, Break-even point, Time value of money, Pay-back period, Opportunity costs.
- Project analysis and decision making.

Cost Behavior and Management (special focus on costing of the products)

- Different types of costs, Direct and indirect costs, Fixed & variable costs, Incremental Cost
- Products cost, variable cost, absorption cost, pricing
- Costing of shipments, manufactured products, with touch of VAT impact.
- Depreciation and Amortization concepts.

Banking

- Different types of Banking facilities-OD, LC, TR, Term Loan

- Covenants and interest calculations

INCO Terms

- FOB, CIF, DDF, Calculating carrying cost.

Disclosures and Audit Report Analysis

Understanding Red Flags in Financial Statements

Capital Markets and Investments

- Investment products-Shares, Bonds, Valuations, Return Calculations

Note: Course outlines can be changed based on the specific requirements of the student, based on his/her position.

Course Duration and Session Plans

- Approx-14-18 hours
- To be completed in 3-4 sessions, each session of 3-4 hours
- 3-5 days continuous classes arrangement for outstation candidates
- Flexible timing as per the convenience of the candidates
- One to one for business owners

Training Options

One to One Class only physical/online

Trainer's Profile

CA, CPA(USA), DipIFR, ACSI-25 years of industry experience across multiple sectors

Our Training Approach:

Course materials and hand-outs

Practical Case studies

Course completion certificate, attested certificate from KHDA also available at extra cost

Flexible timings

Our other financial courses:

CMA, CPA, IFRS, CISI Courses, Advanced Excel, Power Bi, Financial Statement Analysis, Financial Accounting.

Contact Us:

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