

Finance for non-finance managers

Workshop content

This workshop will take delegates on a journey to develop understanding of how money flows in a business and how to use financial data to manage and achieve business targets.

Delegates will learn how to interpret key financial statements highlighting the questions and areas of importance. In addition, delegates will learn the use of financial concepts and develop analytical skills to interpret financial results using ratios.

Target audience

This workshop is suitable for managers with little or no financial knowledge. It is aimed at those who need to understand the financial implications of their day-to-day decisions to manage projects effectively, to increase the profitability and performance.

Session 1 **The business cycle**

- How money flows in a business

Session 2 **Budgeting**

- Nature of budgets
- Cash budgets
- Budgetary Control

Session 3 **Profit & loss account**

- Definition of a profit & loss account
- Structure and layout of a profit & loss account

Session 4 **Balance sheets**

- Definition of a balance sheet
- Structure and layout of a balance sheet

Session 5 **Interpretation of accounts**

- Importance of interpretation of financial statements
- The main accounting ratios
- Commentary on trends shown by the main accounting ratios

Session 6 **Review**

- Key learning points
- Action plan