



corporate training options

Business Finance Essentials Training

Overview & Learning Outcomes

Upon successful completion of this course you should be able to:

- Describe critical aspects of the budgeting process, including budgeting matters and methods of budgeting.
- Investigate the three major components of a budget, and examine the process of managing a budget.
- Determine the internal and external parties affected by a company's operations.
- Understand the differences between cash-based and accrual-based methods of accounting.
- Delve into the makeup of an income statement, a balance sheet, and a cash flow statement.
- Use common financial statements to conduct both a trend evaluation and a competitive evaluation. You will also look at the many financial ratios that offer valuable information about a company's ability to generate revenue, meet financial obligations, and manage debt.
- Examine the decision-making process when considering potential investments. You will also explore a number of financial formulas that will help you assess the value of such investments.

Prerequisites

All attendees should have a basic knowledge of Microsoft Excel.

Duration:

2 Days

Courseware:

High quality learning materials are available for purchase by participants.

Corporate Training Options

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Ph: 1300 667 660 Email: training@cto.com.au Web: www.cto.com.au



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Business Finance Essentials
Training Course Outline

Budgeting Fundamentals

Budgeting Benefits
Budgeting Methods

Managing a Budget

Prepare a Budget
Control a Budget

Exploring the Ground Rules of Finance

Who Needs Finance?
Track Revenue and Expenses

Using Financial Statements

The Income Statement
The Balance Sheet
The Cash Flow Statement

Evaluating Performance

Make Comparisons
Determine Liquidity
Determine Activity
Determine Profitability
Determine Solvency

Making Investment Decisions

The Investment Decision-Making Process
Conduct a CVP Analysis
Project Appraisal Techniques

Market Demand Calculation Details

Table of Discount Factors

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