



Business success through people

Essential Skills for financial Controllers

Duration: 3 days

The all-in package bringing you, the financial controller, up to date with the latest trends in reporting, taxation and accounting standards. This three-day seminar not only hones essential technical skills but also recognizes the financial controller's need to develop human relationship skills and personal management prowess. A modern finance package to maximize financial controller productivity and strategic management input.

Course outline

DAY 1

Financial Statements

- The Balance Sheet
- The Income Statement
- The Cash Flow Statement
- Statement of Changes in Equity
- Notes to the financial statements

Financial Analysis & Interpretation

- Profitability Ratios
- Liquidity Ratios
- Investment Ratios
- Asset Utilisation Ratios

Insolvency Prediction Models

- Identifying failure-prone businesses
- The cash flow method
- Univariate analysis
- Multi-discriminate analysis – Z-score model
- Turnaround strategies
- Outsourcing pros and cons

Financing Considerations

- Sources of finance
- Cost of capital
- Cost of finance, gearing and leverage

DAY 2

Working capital management

- Cash asset management
- Credit asset management
- Setting and reviewing budgets

The Annual Budgeting Cycle

- Techniques for accurate forecasting
- Inventory management
- Creditors management

Actual to budget – effective variance analysis

DAY 3

Cash Flow Forecasting

- Cash management and cash flow forecasting
- Long- and short-term cash forecasting

Practical Cost Accounting

- Cost causes and characteristics
- Fixed and variable cost behaviour
- Identifying discretionary costs
- Cost-volume-profit analysis

Essential taxation for the Financial Controller

- 2003 Budget in a nutshell
- Defining capital vs. revenue transactions
- Capital allowances
- Avoiding expensive tax traps
- Director's tax and PAYE
- Answering employees questions regarding fringe benefits
- Company car versus travel allowance
- Capital gains tax (CGT) in summary
- Value Added Tax updates

People Management and the Financial Controller's Function

- Developing financial task teams
- Communicating with others and setting priorities
- Written communications

Time management strategies for the Financial Controller

Practical Corporate Strategy for Financial Controllers

- Why do strategy
- A modern framework for strategy
- Spheres of market influence
- What is shifting in your environment

Investment Proposals & Capital Budgeting Decisions

- Risk and return
- Time value of money
- Principles of NPV, IRR and discounted cash flows
- Maximising return on investment
- Evaluating alternative investment proposals