



Business success through people

Practical Financial Skills for Non-Accountants

1 day

Secretaries, clerical, admin and general staff – this one's for you. Why should you be excluded from understanding the financial results of companies?

Practical Finance Skills builds total understanding of financial information without the technical jargon to boot. Understand how the cost of a simple phone call will eventually find its way into the company's balance sheet.

But, just understanding a balance sheet and income statement is not all there is to it. Work with popular ratios to build a picture of understanding of the health and wealth of the company. *You are a confident financial statement interpreter and you can converse with accountants using their financial speak.*

Course

- Introduction to Corporate Finance
- Finance terms and definitions
- Concepts of Business risk and interest rates
- Introducing the Balance Sheet
- Fixed Assets and Depreciation
- Current Assets
- Investments and Intangibles
- Long-term Liabilities
- Current Liabilities and Taxation
- Shareholder's Equity and Capital
- Balance Sheet Scenarios and Interpretation
- The Income Statement
- Turnover and Margins
- The meaning of Overheads
- Gross Profit and Net Profit
- Dividends and Retained Income
- The Cash Flow Statement and Interpretation