



Finance for Non-Finance Managers



Overview

This one-day course provides managers with an awareness and basic understanding of the way finance affects their business objectives. It enables delegates to interpret and use accounts, budgets and financial information in an easy-to-understand way.

Target Group

This course is designed for managers and senior staff who are responsible for financial matters, without necessarily having a financial background or job title to match.

Objectives

By the end of this course, delegates will be able to;

- ✗ Effectively communicate with financial managers
- ✗ Use correct financial terminology
- ✗ Interpret financial statements effectively
- ✗ Be able to radically improve planning and financial budgeting skills
- ✗ Have a greater awareness of how the finance function affects decisions and company goals

Course Content

Below is an overview of the topics that are covered. Please note that if this course is delivered on an in-house basis, the content can be tailored to meet your specific requirements and address any issues you may have

- ✗ **Finance and Accounting principles and practice**
- ✗ **Analysing & interpreting financial statements**
 - Profit & Loss
 - Balance Sheets
 - Cash Flows
- ✗ **Assessing the financial position of a company**
 - Assets
 - Liabilities
 - Capital
 - Management reports
- ✗ **Measuring financial performance**
 - Financial Forecasting - short & long term
 - Financial Budgeting
 - Financial Investment
- ✗ **The legal requirements**
 - The Companies Act

Outcomes

Delegates may be asked to complete a personal action plan / checklist to identify key skills to practice or implement.