2 - DAY **ACCOUNTING & FINANCE FOR NON-FINANCE MANAGERS**



Course Outline - Part 1

MODULE 1: WHAT ARE FINANCIAL STATEMENTS (FS)

- Purpose of FS
- The users of FS
- Accounting Conventions
- Limitations of FS

MODULE 2: KEY COMPONENTS OF FS

- Income Statement
- Statement of Financial Position
- Statement of Owners Equity
- · Statement of Cash Flow

MODULE 3: DOUBLE ENTRY ACCOUNTING

- Debits & Credits
- T Account
- · Journal and Ledger Accounts
- Trial Balance

MODULE 4: ACCRUAL ACCOUNTING CONCEPT -**GAAP**

- Basic principles on revenue recognition
- · Accounting profit versus real profit
- · Accounting risks in income statement

MODULE 5: KEY AREAS IN THE ANALYSIS OF **FINANCIALSTATEMENTS**

- Financial ratios
- Operating cycle and workingcapital
- Company's net worth
- Financial leverage (gearing)
- · Debt versus equity
- EBITDA
- Depreciation
- · Contingent liabilities
- · Creative accounting
- Fair value concept
- Asset Impairment

MODULE 6: CASH FLOW PROJECTION ANALYSIS

- Understanding of cash flow
- Financial drivers of cash flow
- Purpose of cash flow projection
- · Downsides of cash flow projection

MODULE 7: **FINANCIAL STATEMENTS** OF **DIFFERENTINDUSTRIES**

- Main business characteristics of each industry
- Key risk issues of each type of business

MODULE 8: NON - FINANCIAL PERFORMANCE INDICATORS(NFPI)

- Definition of NFPI
- The importance of NFPI in the assessment of the performance of a company

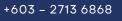
MODULE 9: REPORTING OF FINANCIALSTATEMENT

- Who is responsible for preparation of FS
- Role of external auditors
- Types of audit opinion
- Fraudulent financial reporting in FS











training@pm-resources.com