

€ TRAINING

Planning Skills for Financial Budgets to
Achieve Goals



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Introduction:

Budget preparation skills are a comprehensive program that focuses on the basic skills of the budget building in the light of the company's strategic plan to translate the short and long term objectives in a quantitative form that facilitates the measurement of performance

Course Objectives:

At the end of this course the participants will be able to:

- Introduce participants to the importance of planning budgets and their impact on management decisions.
- Provide participants with the skill of preparing planning budgets and how to achieve the desired goals.
- Develop the participants' skills in the practical and actual application of the scientific principles in supervising the implementation of the planning budgets.
- Provide participants with the skill of writing reports on the level of implementation of different budgets.

Targeted Audience:

- Finance and accountants, employees in the banking sector, financial market workers, auditors, and students of administrative, financial, and banking sciences.

Course Outlines:

Unit 1: Planning Budgets:

- The definition.
- Objectives.
- The principles.
- The types.
- The preparation.

Unit 2: Budgets Types:

- Balancing indirect manufacturing costs.
- Balancing administrative and sales expenses.
- Cash balance.
- Cash receipts balance.
- Balance of cash payments.
- Income balance.
- Balancing the financial position.
- Cash flow balancing.
- Short-term and long-term budget.
- The overall budget and the sub-budget.
- Cash balance.
- Overall Budget.
- Sales Balance.

- Production budgets
- Direct raw material balancing.
- Direct Work Budget.

Unit 3: Monitoring the Implementation of The Planning Budget:

- Initial control.
- Reverse control.

Unit 4: Balancing Current and Cash Operations:

- Preparing the budget for the ongoing operations.
- Preparing cash operations budget.

Unit 5: Methods of Valuation of Capital Projects:

- Net present value.
- Profitability rate
- Internal Rate of Return.
- Payback period.
- Accounting revenue