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بروجاكس للتدريب والتطوير
Projacs Training and Development

Finance for Non-Financial Professionals

المالية والتخطيط لغير الماليين

07 – 11 June 2020

Doha / Qatar

A Member of:



PROJACS ACADEMY



ProjacsAcademy.com



Introduction

This course introduces the up-to-date approaches to financial management for non-financiers along with special distinctive emphasis on the managerial skills required to cope with today's changing environment. The Course will cover the functional aspects of finance, including dealing with financial statements, financial forecasting, organizing investments and financial decisions making, the preparation of financial hierarchy and budgeting. This course will also briefly introduce the trainees to the basis of financial planning and its implementation in any sphere of business for continuous improvement of processes and control

Objectives

Participants attending the programme will:

- Understand, the new trends in accounting and financial statements analysis (Financial Ratios, Sources & Uses of Money, Du-Pont, Market & Economic Value Added)
- Understand the importance of Financial Forecasting and Techniques and their role in assessing and minimizing projects returns.
- Learn the new techniques of financial planning and control.
- Financial Budgeting and Preparations (Items, Financial Cash Flow Forecast, Break-even analysis and Budgeting)

Who Should Attend?

Seniors engineers, managers, head of department, bankers, non-financials and non-accountants, professional businessmen, auditors, investors, staff and specialists as well as those nominated to join any of these previously mentioned positions.

Course Outlines

DAY 1

- How to interpret and Perform Financial Statement Analysis
- Fundamentals of Finance
- Understand basic financial statements and be able to explain their usefulness for the external analysis of a firm.
- Appreciate the usefulness as well as the limitations of financial ratios.
- Resources and uses of Money
- Financial Ratios Analysis
- Du Pont Formula
- Financial & Non-Financial analysis

DAY 2

- Financial Forecasting and Techniques
- Role of Financial Forecasting
- New Techniques in Financial Forecasting
- Forecasted Financial Position
- Percentage of Sales Percentage
- Regression Analysis
- Syndicate exercise: Working in small groups.

DAY 3

- Financial Budgeting
- Know the principles used to decide the most capital budgeting criteria.
- Budgeting in today's competitive business
- The Budgeting Process
- The role of budgeting
- Annual budgeting process
- Identifying and resolving budgeting variances
- Different budgeting systems in use today
- Essential of Finance & Accounting

DAY 4

- Financial Planning and Control
 - Cash-Flow forecast
 - Break-even analysis (units and monetary)
 - Operating leverage
- Asset Management
 - Understand the Main Assets Management Techniques
 - Working-Capital Management & Short Term Financial

DAY 5

- Capital Budgeting
 - Investment profitability analysis:
 - Simple Rate of Return (SRR)
- Calculations
- Return on equity
- Pros and Cons
 - Payback Period (PBP)
- Calculations
- Wagner Law
- Discounted Payback Period
- Pros and Cons
 - Discounted Cash-Flow methods:
 - Net Present Value (NPV)
 - Internal Rate of Return (IRR)
- Problem Solving, exercises and case studies
- Workshops
- Group exercises and discussions
- Course evaluation
- Course Summary

Training Method

- Pre-assessment
- Live group instruction
- Use of real-world examples, case studies and exercises
- Interactive participation and discussion
- Power point presentation, LCD and flip chart
- Group activities and tests
- slides and handouts
- Post-assessment

Program Support

This program is supported by interactive discussions, role-play, case studies and highlight the techniques available to the participants.

Schedule

The course agenda will be as follows:

- | | |
|---------------------|------------------|
| • Technical Session | 08.30-10.00 am |
| • Coffee Break | 10.00-10.15 am |
| • Technical Session | 10.15-12.15 noon |
| • Coffee Break | 12.15-12.45 pm |
| • Technical Session | 12.45-02.30 pm |
| • Course Ends | 02.30 pm |

Course Fees*

- **2,950USD**

**VAT is Excluded If Applicable*

مقدمة

يقدم هذا المساق الأساليب الحديثة للإدارة المالية لغير الممولين إلى جانب التركيز المميز الخاص على المهارات الإدارية اللازمة للتعامل مع البيئة المتغيرة اليوم. سوف تغطي الدورة الجوانب الوظيفية للتمويل، بما في ذلك التعامل مع البيانات المالية، والتنبؤ المالي، وتنظيم الاستثمارات والمالية، واتخاذ القرارات، وإعداد التسلسل الهرمي المالي والميزنة. وسوف تقدم هذه الدورة التدريبية على أساس التخطيط المالي وتنفيذه في أي مجال من مجالات الأعمال لتحسين المستمر للعمليات والتحكم

أهداف البرنامج

في نهاية هذه الدورة المتدربين سوف يتمكن المتدربون من:

- فهم الاتجاهات الجديدة في تحليل البيانات المالية والمحاسبة (النسب المالية، مصادر واستخدامات الأموال، السوق والقيمة الاقتصادية المضافة)
- فهم أهمية التنبؤ المالي والتقنيات ودورها في تقييم وتقليل عوائد المشاريع.
- تعلم التقنيات الجديدة للتخطيط المالي والرقابة.
- إعداد الموازنات المالية والإعدادات (البنود، التنبؤ بالتدفق النقدي المالي، تحليل التعادل والميزنة)

الحضور

كبار السن من المهندسين والمديرين ورؤيس القسم والمصرفيين وغير الماليين وغير المحاسبين ورجال الأعمال المحترفين ومدققي الحسابات والمستثمرين والموظفين والمتخصصين بالإضافة إلى أولئك الذين تم ترشيحهم للانضمام إلى أي من هذه المناصب المذكورة سابقاً.