

Finance for Non-Finance Managers

Course Duration : 1 day

Course Overview

This hands on one day course is designed to introduce managers and business owners who do not have a background in finance to the financial reports, concepts and terminology which they are likely to come across in business management.

It gives an introduction to the background and principles of UK accounting, and examines the most commonly used management reports which will give an understanding of the business from a finance perspective.

Dummy company data and reports will be used on open group courses, however for a more tailored analysis bespoke training can use your own company reports within the exercises.

Course Content

Key Topics

- The role of finance in business
- Understanding accounting ledgers (General / nominal ledger, cashbook / bank, debtors / receivables, creditors / payables, stock / inventory)
- Bookkeeping fundamentals and accounting principles (the concept of double entry book keeping, the Trial Balance, UK GAAP, accruals and prepayments, cost of sales, depreciation)
- Understanding and interpreting key financial statements (Balance sheet, Profit and Loss / Income and Expenditure)
- Understanding and Calculating basic KPIs and ratios (Gross profit, margin, net profit, current ratio, day sales outstanding, stock turnover)
- Developing budgets and forecasts, and analysing these against actuals
- Understanding cashflow
- Understanding financial terminology and jargon

Follow-on Modules

Following on from this one day introduction several more specific half day modules are available which go into further detail on:

- Understanding Cost of Sales (Stock valuations / Work in Progress / direct labour charges).
- Advanced KPIs and Ratios
- Understanding your management information (bespoke examination and explanation of your own company reports)

Related Courses

[Excel Analysing and Presenting Data with Dashboards and Pivot Tables](#)

[Introduction to Management](#)

[Microsoft Power BI Desktop](#)

Training Options

- Public scheduled courses at one of our training venues
- Private course at your company office. Training can be delivered throughout the UK
- For further information please contact us on 0191 377 8377

What's Included

- Relaxed refreshment area at our training venues
- Lunch and refreshments when training is delivered at our training venue
- Comprehensive course manual and exercises

