XCELERATE TRAINING INSTITUTE

your learning & development partner

ACCOUNTING & FINANCE

Advance Budgeting and Forecasting Training Course

DURATION	LANGUAGE	FORMAT
5 days	English	Classroom / Online

Upcoming dates

Dates	Venue	Format	Fee
14 – 18 Jun 2027	Live online	Online (live)	€1,200
19 – 23 Jul 2027	Amman	Classroom	€5,500
20 – 24 Dec 2027	Live online	Online (live)	€1,200

Register or ask a question

Online: staging.x8ti.com/course/advance-budgeting-and-forecasting-training-c…

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Advance Budgeting and Forecasting Training Course

Introduction

Financial planning involves raising and allocating funds based on the overall business strategy. The starting point for this process is the organization’s Mission/Vision Statements. Effective financial planning is essential for an organization's financial viability. Budgeting is a critical aspect of this process, requiring annual preparation and quarterly reviews. It should include sales forecasts, cost of sales, operating overheads, and capital expenditure plans. Financial reports provide deep insights into a company’s financial health, aiding in future planning and decision-making. This course will empower senior executives to understand budget statements, measure performance, and make informed decisions.

Learning Objectives

Upon completing the Certificate in Advanced Budgeting and Forecasting course, participants will:

- Appreciate the importance of effective budget preparation and financial planning.
- Understand various sources of finance and their utilization based on the cost of capital.
- Make sound investment decisions through proper appraisal.
- Obtain an overview of financial statements and management reports to evaluate performance.
- Understand concepts of ratio, horizontal, and vertical analyses.
- Prepare competitor analysis, market trends, and related explanations for top-level discussions.
- Understand cost behavior and its impact on financial planning.
- Provide detailed analysis and observations on individual business units’ results.
- Understand various types of budgets and select the most suitable for the organization.
- Use financial modeling to forecast profitability and cash flows with sensible assumptions.
- Understand the different components of working capital and reduce the operating cycle.
- Manage and control budgets and forward plans effectively.
- Learn best practices in financial planning and management.

Training Methodology

This collaborative course will include:

- Lectures
- Seminars & Presentations
- Group Discussions
- Assignments
- Case Studies & Functional Exercises Xcelerate Training Institue uses the ‘Do-Review-Learn-Apply’ model for practical and interactive learning.

Benefits for Your Organisation

Organizations will benefit from:

- Understanding the theory and merits of corporate financial planning.
- Aligning the planning process with the overall strategic plan.

- Performing investment appraisals to optimize ROI.
- Estimating fund requirements and understanding the cost of capital.
- Maintaining a balance between fund inflows and outflows for healthy liquidity.
- Evaluating financial statements and measuring performance against market trends.
- Identifying suitable budget types for the organization.
- Differentiating between revenue and capital expenditures in budget components.
- Allocating budgets smartly based on division requirements.
- Recognizing cost behavior for better analysis and identifying cost-cutting areas.
- Assessing working capital requirements and reducing the operating cycle.
- Maintaining a balance between inventory, debtors, and creditors.

Benefits for You

Participants will gain:

- Key accounting concepts for financial planning.
- Skills to evaluate capital structure, understand equity and debt capital, and calculate the cost of capital.
- Ability to conduct investment appraisals and prepare sensitivity analyses.
- Skills to calculate ROI and net cash flow for capital projects.
- Expertise in building integrated financial models for budget preparation, including cash flow forecasts.
- Understanding of cost behavior and variance analyses.
- Ability to differentiate between capital and revenue expenditures for effective planning.
- Knowledge of all working capital components and how to optimize them.
- Skills to liaise with senior management in preparing financial and strategic plans.
- Ability to evaluate financial reports and understand information flow within statements.
- Expertise in preparing ratio analyses and reporting to senior management.
- Opportunities for personal development and increased financial awareness.

Who Should Attend

This course is suitable for:

- Chairmen
- Members of the Board of Directors
- C-suite Executives (CEOs, CFOs, COOs)
- External and Internal Auditors
- Members of Audit Committees
- Senior Executives and Management Committee Members
- Finance Professionals
- Shareholders and Business Owners eager to learn the fundamentals of financial planning

Course Outline

Introduction

- Overall Strategic Plan
- Mission/Vision Statement
- Majority/Minority Shareholders
- Profitability vs. Liquidity

Budget Process and Management

- Preparation of Master Budget
- Fixed vs. Flexible Budgets
- Quarterly Reviews
- Forward Planning
- Budget vs. Actual Comparison
- Zero-Based Budgets

Budget Statements

- Balance Sheet
- Profit & Loss Statement
- Statement of Cash Flow
- Budget Assumptions
- Accompanying Notes

Sources of Finance

- Equity and Debt Financing
- Gearing Ratios
- Cost of Capital
- Weighted Average Cost of Capital
- Dividend Payment Decisions

Capital Expenditure

- Capital Investment Appraisal
- Return on Investment
- Payback Period
- Net Present Value
- Internal Rate of Return
- Lease or Buy Decisions
- Tax Implications

Working Capital Control

- Inventory Control
- Accounts Receivable
- Accounts Payable
- Reconciliation of Sub-ledgers

- Other Current Assets & Liabilities
- Tax and Deferred Taxation

Cost Accounting

- Total Absorption Costing
- Marginal Costing
- Contribution Margin
- Break-even Analysis
- Sensitivity Analysis

Comparison with Actuals

- Ratio Analysis
- Vertical and Horizontal Balance Sheet & P&L Statements
- Variance Analysis (Price, Quantity, Mix Variance)

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Registration Form

Advance Budgeting and Forecasting Training Course

Preferred dates: ..... Venue or online: .....

Duration: 5 days Language: .....

Please complete and email this form to us, or register online. We confirm your place and send the invoice within one working day.

Delegate information

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Official email: ..... Personal email: .....

Company information

Company name: .....

Address: .....

City / country: ..... VAT / tax number: .....

Person responsible for training & development

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

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Open the course page