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ALPHA α REVIEW

EDUCATION **TRAINING** CORPORATE

FINANCE FOR NON-FINANCE MANAGERS



Our trainings have included individuals and teams from leading reputable firms



Finance for Non-Finance Managers

In today's business world, when every manager is held accountable for the bottom line, you have to be finance savvy!

Finance for non-financial managers. It's a topic you must understand—especially during challenging economic times when financial acumen is expected at every organizational level. You've got to know how to justify a request, quantify your contributions to the company and spot profit drains immediately. Because whether you're a wizard of finance or a non-financial manager, performance is measured the same way—in shillings and cents! Offering an accessible overview of finance for non-financial managers, this training features exactly what you need to further your career and build your future. From accruals to write-offs to receivables and payables, this training shows non-financial managers the concepts, tools and techniques that can help make each decision pay off—on the job and on the bottom line.

How You Will Benefit

- Get a firm grasp of the numbers side of your job
- Gain greater confidence with a working knowledge of business financials
- Learn how to “think finance” and translate performance into financial terms
- Cultivate proactive working relationships with finance professionals and enhance your value to the organization
- Understand the business dynamics of shillings and cents—and take initiatives that meet your short- and long-term goals
- Take the guesswork out of your decision making and deliver a better bottom line
- Expand your professional expertise—and your career opportunities

What You Will Cover

- Basic accounting concepts
- Keeping your plan on target with budgetary controls
- Key finance terms: assets, liabilities, capital, depreciation, capitalization, current ratio and others
- Cost standards and analyzing variances
- Mastering the mind-set: see business in terms of shillings-and-cents decision options that pay off—short- and long-term
- Developing working rules regarding your corporate financial statements
- Using the balance sheet to examine assets and liabilities
- Analyzing the income statement to assess revenues and expenses
- The statement of cash flow: sources and uses of funds
- Criteria for examining the performance of divisions and product lines

Who Should Attend

This program is designed for non-financial managers in every functional area of responsibility. Anyone from a non-financial background driven to improve and understand their company's bottom line- Directors, Head of Departments, Supervisors, Section Heads, Corporate Teams.

Finance for Non-Finance Managers

Introduction

Planning

Analyzing

Controlling

Introduction

- A high level look at a business
- What your accountant should be helping you to do
- The language your accountant speaks
- How the company spends money

Planning

- Role of budgeting
 - Why you should budget
- Understanding the budgeting process
 - How you should budget
- Making choices on volumes and targets
- Making choices on investments
- Things to remember about budgets
 - Company Performance vs Budgeted Goals

Analyzing

- How to analyze financial statements
- Explain elements of financial statements
- Conduct basic analysis of financial performance including key financial ratios

Controlling

- How to use cost standards and analyze variances
- Setting up a cost control system
- How to raise cost consciousness

COURSE INSTRUCTOR

Isaac Newton Onyango, CISA, CPA

Isaac has over fifteen years experience in Audit, Advisory and Training work; seven of which were obtained working for KPMG in Kenya and South Africa. Isaac has also worked as a Senior Manager at Deloitte- Enterprise Risk Services. His countries of experience include Kenya, Uganda, Tanzania, Sudan, South Africa and Botswana.

Isaac is a certified Business Edge trainer under the IFC (International Finance Corporation) SME program and also serves as a Member of the Audit and Risk Committee of the Nairobi Securities Exchange.

Isaac holds the World's Highest Score in the 2001 Certified Information Systems Auditor (CISA) examinations and graduated top of his undergraduate class with a BSc Computer Science (1st Class Honors) from University of Nairobi.

Expertise:

- Finance for non-financial managers
- Business Operations
- Business Strategy
- Enterprise Risk Mngt
- Balanced Scorecard



Course Pricing

COURSE	TOPICS	DATES	FEEES (KSHS)
Finance for Non-Financial Managers	<ul style="list-style-type: none"> ▪ Introduction: <ul style="list-style-type: none"> - Basic Accounting Concepts ▪ Planning: <ul style="list-style-type: none"> - Budgeting More Effectively ▪ Analyzing: <ul style="list-style-type: none"> - Understanding Financial Statements ▪ Controlling: <ul style="list-style-type: none"> - Cost Standards and Analyzing Variances 		44,000 <ul style="list-style-type: none"> ▪ 10% off for 3 or more people enrolling together ▪ 10% off any training of your choice having completed this training module and subsequently enrolled in another training of your choice within a year

Learning Methods	Evaluation Method												
<ul style="list-style-type: none"> ▪ Open discussion ▪ Case studies ▪ Brainstorming ▪ Mini-lectures 	<table border="1"> <thead> <tr> <th>Venue</th> <th>Content</th> <th>Method</th> </tr> </thead> <tbody> <tr> <td>In class</td> <td>Knowledge</td> <td>Observation/Interaction/ Exercises /Action plans</td> </tr> <tr> <td></td> <td>Skill</td> <td>Demonstration/ Role playing</td> </tr> <tr> <td>At work</td> <td>Skill</td> <td>Action plans Comment on management results</td> </tr> </tbody> </table>	Venue	Content	Method	In class	Knowledge	Observation/Interaction/ Exercises /Action plans		Skill	Demonstration/ Role playing	At work	Skill	Action plans Comment on management results
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Contact Us

Website : www.thealphareview.com
Email : training@alphareview.com
Phone : 0703 906 912
Training Center : Nairobi International School
Offices : Quarry lane, Karen

