

BUILDING BUSINESS ACUMEN

A Five Day Training Programme on Finance Management

Day 1**Session 1: Accounting Principles**

Understanding of accounting principles, basic concepts in financial management and introduction to financial statements.

Session 2: Making of a Balance Sheet – The Accountant’s Way

This session explains the intricacies involved in the making of the two basic financial statements from an accountant’s perspective.

Session 3: Making of a Balance Sheet – The Layman’s Way

This session covers the easiest and most logical way to prepare profit and loss account and balance sheet without an elementary knowledge of accounting.

Session 4: Understanding Financial Statements

In this session the structure and contents of the Profit & Loss A/c and the Balance Sheet and the relevance of different items contained therein are explained.

These sessions are intended to lay the foundation and would be generic in nature.

Day 2**Session 5 & 6: Profitability Management & Cash Flow Management**

Two fundamental rules of good finance management, which, if followed, can help organisations avoid a host of finance mis-management related problems are explained in this session. These rules have universal applicability and are not industry specific.

Session 7: Understanding Working Capital**Session 8: Managing Working Capital**

This module will cover understanding working capital as well as managing working capital to improve efficiency and profitability of organisations.

Day 3**Session 9: Marginal Costing Principles**

The session helps participants to work out the Break Even Point for their businesses/projects, set targets for achieving sales, determine pricing policy, assist in marketing related decisions, understand the impact on profitability of decisions pertaining to credit given to customers, discounts offered etc.

Session 10 & 11: Case Studies on Application of Marginal Costing Principles

Session 12: Leverage Analysis

How fixed cost assets or funds can be used to magnify returns to owners is explained in this session. Also covered is the impact of borrowing on profitability, how to decide when and how much to borrow and when not to borrow, how to maximise profitability by using leverages to one's advantage and the use of leverage analysis to understand how safe/risky an organisation is.

Day 4**Session 13: Making of Fund Flow Statements**

This session will cover the steps involved in the making of a Funds Flow Statement and the importance of footnotes to financial statements and how to use them in the preparation of a Funds Flow Statement.

Session 14: Reading of Fund Flow Statements

How to read Funds Flow Statements to get an insight into the happenings within an organisation, understand where the money has gone and whether it has been put to right use.

Session 15: Ratio Analysis

Ratio Analysis is also a powerful control tool and helps in inter- and intra-company analysis and also in ensuring that the organisation is performing within industry norms, and if not, the steps to be taken for it to do so.

Session 16: Case Studies on Ratio Analysis**Day 5****Evaluation of Capital Expenditure Proposals**

In this session we will discuss the Net Present Value method of evaluating projects and will also clarify terms like Discounted Cash Flow, Internal Rate of Return etc.

Session 18: Evaluation of Capital Expenditure Proposals - Case Studies**Session 19 & 20: Budgeting**

- Nature and Purpose of Budgets for Planning and Control
- Budgets & Budgetary Control
- Master Budgets
- Flexible Budgets
- Manufacturing Costs, Sales Forecasts & Realistic Budgets
- Budgeting for Sales, Advertising & Distribution

Based on our experience with other companies we feel you may find the above topics relevant. However please do suggest modifications, if any, to the above.

Methodology

The programme will be practice oriented and shall comprise lectures, group discussions, case studies, etc.

Participant Profile

Prior exposure to finance and accounts is not essential.

Programme Faculty: Dr Anil Lamba

Bestselling author, financial literacy activist, and an international corporate trainer, Dr Anil Lamba is a practising Chartered Accountant and holds degrees in Commerce, Law and a Doctorate in Taxation.

Dr Lamba's training programmes are held internationally, with a client list exceeding 2000 large and medium-sized corporations spread across several countries including India, the USA, and in Europe, the Middle-East and the Far-East.

His latest book, '**Romancing the Balance Sheet**' is currently making waves.

Course material

A soft copy of the course material will be provided to you, which can be photocopied and distributed amongst the participants.

Investment

Our professional charges are @ Rs 5,99,850/- per day (for programmes in India) plus taxes and US\$ 9990 per day (for programmes outside India). Expenses towards, venue for the training program, course material, lunch, refreshments, travelling, lodging and boarding etc. would have to be borne by the client.

Cancellation Policy

Cancellation before:

- a. 30 days will attract a levy of 50% of the professional fees
- b. 15 days will attract a levy of 100% of the professional fees.

Payment terms - immediately on receipt of invoice.

Do feel free to contact Mr Praphulla Gaikwad, Manager – Projects, in case you may have any queries, on 020-26340316, 26348913 or mobile: +91-9922351352, or email us on inquiry@lamconschool.com. Please do visit us at www.lamconschool.com.