



# Institute for Capacity Development (ICD)

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## Financial Management for Managers

### Course Objectives

At the end of this training workshop, participants should be able to:

- Design and monitor budgets
- Put in place internal control mechanisms
- Work more effectively and efficiently with finance staff
- Use financial management to create strategies
- Recognize, understand and analyze financial statements
- Identify a cash flow statement and how to use it
- Assess the financial performance and health of your firm
- Understand the budgeting process and forecasting techniques
- Communicate effectively with financial specialists

### Target Groups

- Accounting Officers
- Financial Managers and Administrative Officers
- Senior Finance Officers
- Project accountants
- Financial managers
- Senior accountants
- Senior Managers
- Project managers and coordinators
- Project Officers

### Course Outline

- What is financial management?
- Accounting Conventions and Generally Accepted Accounting Principles
- Accounting System
- The Accounting coding system
- Accounting Process

- General ledger Systems
- Setting up periods and control accounts
- Bank Reconciliation
- Understanding Financial Statements
- Balance sheet and Income statement
- Statement of cash flows
- Analysing Financial Statements to Evaluate Performance using Ratios
- Analysis of business profitability
- The time value of money and capital budgeting
- Detecting Financial Distress
- Earnings Management
- Working Capital Management
- Cash Operating Cycle
- Time Value of Money and Discount rates
- Capital Structure and Value of firm
- Capital Budgeting and Cost of Capital
- Business Valuation
- Risk Management
- Audit Process
- Internal Audit and External Audit
- Annual Budgeting
- Cash Budgeting
- Budgetary Control
- Taxation
- Action planning

Dates: 16<sup>th</sup> – 27<sup>th</sup> July 2018

Duration: 2 Weeks

Course Costs: US\$3150/delegate

Venue: Kigali, Rwanda