Managing Cash Flow

Course Objectives

On the completion of the course, participants should be able to:
- Determine problems with a business’s liquidity
- Analyze cash flows from financial statements
- Prepare a cash budget and forecast cash flows
- Manage working capital more efficiently to improve cash flows
- Determine external financing needs
- Evaluate the risks within a financial product
- Maintaining an optimal level of cash that is neither excessive nor deficient

Targets Groups
- Accounts Managers
- Non – Financial Managers
- Owner – Managers
- Purchase Ledger Supervisors
- Credit Control Supervisors
- Bookkeepers
- Chartered Accountants
- Auditors

Course Outline
- General Management Principles
- Definition of Cash Flow Management
- Cash management policy issues
- Management of Government Receipts and Payments
- Management of Idle Balances
- Government Balance Sheet Objectives and Risk Management
- Analyzing cash flows
- Relevance of cash flows
- Types of cash flows
- How cash flows are reported
• Analysis of cash flows
• Financial planning and cash flows
• Financial planning process
• Cash budget
• Forecasting process
• Pro forma financial statements
• Managing working capital to improve cash flows
• Cash conversion cycle
• Managing inventory
• Managing receivables
• Managing payables
• Managing receipts and disbursements
• Financing cash shortfall
• Determining financing needs based on cash flow requirements
• Sources of short-term financing
• The risks of overtrading
• Why profit does not equal cash – profit is opinion, cash is fact
• Working capital and the cash flow cycle
• Using ratios, Key Performance Indicators (KPIs) and the balance sheet to manage cash flow
• Project costing, contract pricing and margins – how these impacts on cash flow
• Cash flow forecasting – how to!
• Managing debtor collection and credit control
• Action Planning

Dates: 14th – 25th October 2019
Duration: 2 Weeks
Course Costs: US$2850/delegate
Venue: Kigali, Rwanda