

Financial Skills (E-Learning Course)



R 1, 250 Ex VAT



Course time: 90mins



License valid for 14 days

About the Course

In many organisations, operationally responsible managers have been made accountable for the financial performance of their divisions, and need a basic level of financial skills to perform their role. This means that these managers need to have a firm grip on using a wide range of financial reports and information – understanding finance, accounts and budgets is extremely important for them.

Who Should Attend

Regional Managers, Divisional Managers, , HR Managers, Department Heads, Marketing Managers, IT Staff, Production Managers, Administration Managers, Engineers, Operations Managers, Senior Sales Managers, Procurement /Contracts Managers, Project Managers, Factory Managers, Purchasing Staff, Credit Controllers.

Modules That Form Part of the Course

MODULE NAME	ABOUT THE MODULE	MODULE DURATION
Finance for Non-Finance Managers	Accounting can seem impenetrable and mysterious – but it's no dark art – you just need to know how to understand it. This course can help.	35 Minutes
The Accounting Equation	The accounting equation is applicable for any kind of company, big or small. It measures financial position using assets, liabilities and owner equity. This bite sized module provides a quick refresher on the terms Assets, Liabilities and Owner's Equity.	5 Minutes
Budget Like A Boss	When it comes to managing the financial side of your business - a budget is your best friend! This bite sized module provides you with a six step plan for stress free budgeting.	5 Minutes
Income Statements Made Simple	Income statements are used to track a company's financial performance over a specified period of time. This bite sized module breaks the income statement into its simplest terms and shows you how it is organised.	5 Minutes
The Balance Sheet Explained	A balance sheet is the company's core financial statement and is used to show financial position at a specific point in time.	5 Minutes
The Cash Flow Statement	Cash flow is the movement of cash into or out of an account, a business or an investment. This course will give you a simple breakdown that is easy to follow and understand.	5 Minutes
How to Maintain a Healthy Cash Flow	We know cash flow, especially cash inflow, is critical to a business's financial health. So what can you do to make sure that cash keeps flowing into your business? This bite sized module will give you a simple six step plan to ensure cash keeps flowing into your business.	5 Minutes
Analyse Financial Health with Ratios	Ratios are a great way to analyse the different accounting statements a business produces. This bite sized module busts through the jargon and uses really simple examples to explain how they work.	5 Minutes
Operational Plans - Budgeting 1.0	Budgeting helps smaller teams and units within a company plan the use of their resources in order to help meet larger company goals. As a manager, you are responsible for implementing a budget as part of your operational planning.	20 Minutes

Please note that this course is made up of a series of short modules, and is not an exhaustive, in depth look at this topic.



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