

Course Outline

Finance skills for Non-Financial Managers

Duration: 2 days

Learning Objectives:

- Identify the main types of assets, liabilities and stockholder's equity in the balance sheet of a corporation
- Identify the principal elements in the income statement of a corporation
- Interpret a statement of cash flows
- Understand how investors and managers use balance sheets, income statements and cash flow statements to aid their decision making.
- Understand how companies make long term capital investment decisions and how decisions can affect the companies financial result for years to come
- Follow the principal steps in preparing a master budget
- Prepare the operating and the financial budget
- Understand the importance of budgeting to managers
- Calculate break-even sales volume in total dollars and total units
- Understand the types of futures contracts and the meaning of indexes

Target Audience:

Non Financial Mangers

Topics Covered:

- Essential Financial Statement:
 - Balance Sheet
 - Assets
 - Liabilities
 - Owners' equity
 - Working Capital
 - Financial Leverage
- Income Statements
 - Operating Expenses
 - Gross Profit
 - EBIT
 - Net Income
- Cash Flow Statement
 - Operating Activities

- Investment Activities
- Financing Activities
- Finding Meaning in Financial Statements
 - Profitability Ratios
 - RETURN ON Assets
 - Earning Per Share
 - Return on Investment
- Activity RATIOS
 - Day Receivables Outstanding
 - Inventory turn over
- Solvency Ratios
 - Liquidity
 - Quick Liquidity
- Time Value of Money
 - Compounded interest rate
 - Opportunity Cost
 - Present Value
 - Net present Value
 - IRR
- D-Economic Value Added
 - E-Budget
 - Budget functions
 - Setting Assumptions
 - Operating Budget
 - Capital Budget
 - Cash Budget
- F-Breakeven point
 - Cost Behavior
 - Variable Cost
 - Fixed Cost
 - Variable Contribution
 - Graphic presentation
- G-Futures Market Overview
 - Type of futures contracts
 - Applications