

Course Title: Credit Control ‘minimising the risk of late payers and bad debts’

Course Length: Half Day

Available as: Open Course / In Company

Course aim:

To provide a structured approach to managing credit customers within your business.

Objectives:

- To learn how to assess who should receive credit and on what terms
- Understand where the weaknesses are in their current credit control procedures
- To develop an action plan to ensure that credit customers pay on time

Designed for:

- Anyone who wants to set up a credit control function
- Anyone who is responsible for managing credit customers and debt collection
- Anyone who wants to understand the principles of good credit management
- Anyone whose business relies on receiving payment for invoices on time
- Business owners and business managers who want to learn about good credit management

Key points:

- When do you give credit and to which customers
- How to assess credit risk and the resources available to you
- How to determine the level of credit to give
- The process of managing and collecting debt
- How to encourage customers to pay on time
- Dealing with bad payers
- Recognising the signs of bad debt
- How to report and monitor your debtors