

**Course Title:** Financial planning in business

**Course Length:** Two Day Course

**Available as:** Open Course / In Company

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**Course aims:**

The course will allow the delegate to understand the process of financial planning in the short and medium term. Through practical workshop style the delegate will learn how to apply this knowledge to his or her own area of influence.

Each delegate will complete the course having worked through practical examples relating to their industry in each of the modules covered. The course will also provide time for delegates to discuss how these principles and techniques relate to and can be applied within their area of influence.

**Summary of course content:**

**Module 1 Financial planning – The process**

- 1.1 Understanding the financial goals of the organization
- 1.2 Forecasting
- 1.3 Analysing business choices and decision making
- 1.4 The importance of monitoring and control versus planned activity

**Module 2. Medium term financial planning**

- 2.1 Decision Making Techniques
- 2.2 Budgeting
- 2.3 Developing Key Financial Indicators
- 2.4 Forecasting

**Module 3. Short term financial planning and cash management**

- 3.1 Understanding working capital and the operating cycle

*Summary, questions and close*

**Requirements for attending:**

- No previous financial experience necessary
- All delegates are asked to bring a calculator to the course
- A desire to learn and apply the principles covered in the course

**Designed for:**

- Individuals who participate as part of a group or as the manager or supervisor of financial performance.
- Individuals who want to understand how they can use financial planning to improve performance.
- Management trainees.