

Finance for Non-Finance Managers is a two-days public workshop which aims to provide an overview of the financial knowledge and essentials to assist the line-managers and executives in their daily activities. It is essential to equipping managers with the skill to better manage and control operations.

During the workshop, financials are critically examined, and the approaches to solutions are identified and framed for discussions. Issues are crystallized for purposes of application exercises and group discussions.

COURSE OBJECTIVES

- Understanding concept of accounting and accounting principles as well as finance
- Mastering financial statements- Balance Sheet, Income Statements Profit and Loss and Cashflow
- Basic Journal Entries- Debit and Credit, Posting, Trial Balance and examples
- Significance of financial statements and usage
- Corporate finance and Finance ratios
- Financial ratios and Type of budgeting
- Introduction to financial modelling and auditing

LEARNING METODOLOGY

- Discussion
- Individual and Interactive Group Work
- Presentations

| Day 1 | Morning | Afternoon |
|---------------------|--|---|
| | <p>Module 1-(Accounting) (Accounting and principles) (Accuracy of accounting principles)</p> <p>Financial Statements Overview o (Income Statement/ Balance Sheet/ Cashflow)</p> <p>Module 2- Balance Sheet Review O(Asset, Equity and liabilities) o (Journal Entries) O(General Journal) o(Trial balance) o(Adjustmenr) o(Bad Debts, recoverable and doubtful debts) o(Depreciation and inventory valuation)</p> | <p>Module 3- (Income Statement Review)</p> <p>Income Statements components O (Revenue) O (Gross Profit and Net Profit) O (Accrued Expenses) O (Accounting cycle)</p> <p>Module 4-Cashflow review</p> <p>Cashflow Components O (Cashflow Analysis) O (Cashflow significance) O (Net Cashflow) O Model Aliran (Modelling)</p> <p>(Case Study)</p> |
| <p>Day 2</p> | <p>Day 1 reflection</p> <p>Module 5- Introduction to Finance O (Accounting vs Finance) O (Raising funding -loan or equity) O (Discounted or time value of Money)</p> <p>Module 6- Ratio analysis</p> <p>5 main ratio analysis O (Liquidity ratio) O (Profitability ratio) O (Effectiveness ratio) O (Activity based ratio) O (leverage ratio)</p> | <p>Moduel 7- Budgeting, plan and financial management</p> <p>Budgeting, plan and financial management components O (financial plan) O (Type of budgets) O (Controlling - plan vs actual)</p> <p>(Q+A) O (Decision making) O (Capital Investment) O (Project evaluation) O (rejecting or accepting projects)</p> <p>(Case Study)</p> <p>Tower of Learning and Program closure</p> |

SOME OF OUR CORPORATE AND GOVERNMENT CUSTOMERS FOR OUR FINANCE COURSES



TRACKRECORD

PREVIOUS FINANCE COURSES CONDUCTED BY CTC (MALAYSIAN DIGITAL ECONOMIC CORPORATION - MDEC) 1, 500 T BUMIPUTERA COMPANIES BIDA



BIDA 2.0
Advanced 202-
FINANCIAL CAPABILITIES WORKSHOP
- Funding Compliance
MSC Cybercenter @ Plaza Sentral
xxth xxx 2017
10.00am - 5.00pm









(KEMENTERIAN KERJA RAYA) PEROLEHAN KERAJAAN AND PERSONAL FINANCE JABATAN PERKHIDMATAN AWAM



Kementerian Kerja Raya



MIGHT
Jabatan Perdana Menteri







