

Finance for the Non Financial Manager

- Understanding the figures! -

Quaestus Consulting

TRAINING CLUB



Quaestus Training Club

This course is one of a suite of 1 and 2-day workshops offered by Quaestus Training Club.

Join Training Club and become part of a local community of leading organisations, where you know the trainers, get involved in the design of high quality two-day workshops and immerse your employees in a stimulating training environment.

For more details visit our website www.quaestus.co.uk or call Linda Wilkinson on 01752 300192 now.

*"When it is a question of money,
everybody is of the same religion."*

Voltaire
French Writer & Philosopher

Overall Objective(s)

To give the non financial manager an overview of how to interpret budgets, capital and other finance specific routines which he does not have time to specialise in.

Who Should Attend?

Anyone who wants to have the fear taken out of Finance. Anyone who wants to feel more confident in their understanding of financial matters as they relate to their business. Anyone who needs to know more about finance to improve their planning, costing and budgeting skills. No previous experience or knowledge of financial systems is needed.

Learning Outcomes

At the end of the course participants will understand:

- The importance of creating a budget
- How to manage working capital
- The need for making investment decisions
- How to read financial statements

Course Dates

Please refer to latest schedule.

Timings

0915 – 1630 with mid morning and mid afternoon breaks and a short break for lunch.

How to Book

Either on-line at www.quaestus.co.uk or
Telephone: Linda Wilkinson on 01752 300192

Course Content

The day is structured around a case study in which delegates set up and run a small catering business, producing budgets, financial statements and make decisions based on this information.

Course content will include:

- creating a budget
- managing working capital
- making investment decisions
- understanding working capital
- reading financial statements – profit and loss, balance sheet etc

Course Design and Methodology

The day will be a combination of:

- Lecturer input
- Practical exercises
- Small group and 1:1 working

and will be structured around a case study (see above).

Pre-Work

This will include:

- Delegates will be invited to bring along any working documents that they want explaining
- Glossary of Terms Pre-reading – to familiarise themselves with terms to be used during the workshop

All available via our new on line training platform.

Members will use their membership entitlement accordingly.

For Non Members, the Pay As You Go cost for individual 1-day workshops is £260 (+ VAT).

(Cost includes refreshments, lunch and delegate materials).

Quaestus On Line Training Centre

With our **brand new on line training centre**, delegates can gain access to a wealth of features and information to support them on their training course:

- Course Pre-work and Assignments
- Downloadable Articles
- Useful Links and Book Lists
- Diagnostic Questionnaires
- Discussion Forums
- Contact the Course Tutor
- Submit Feedback
- Course Completion Certificates
- Exclusive fortnightly "Action Point" Emails

They'll still get **first class face to face training** with one of our team, but our new on line centre will support them every step of the way as they transfer their new skills to the workplace.



Other courses offered by Quaestus Training Club:

2-day events

Influencing & Negotiating Skills
Interviewing Skills
Leadership Skills
Presentation Skills
Problem Solving & Decision Making
Project Management
Report Writing Skills

1-day events

Assertiveness Skills
Time Management Skills
Managing Positive Meetings

and look out for our other 'Specials'....