

Finance for the Non Financial Manager

- Understanding the figures! -

Quæstus Consulting

TRAINING CLUB



Quæstus Training Club

This course is one of a suite of 1 and 2-day workshops offered by Quæstus 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.quæstus.co.uk or call Linda Wilkinson on 01752 300192 now.

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

7 December 2010 – Venue TBC

Timings

0900 – 1630 with mid morning and mid afternoon breaks and an hour for lunch.

How to Book

Either on-line at www.quæstus.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

Members will use their membership entitlement accordingly.

For Non Members, the Pay As You Go cost for individual 1-day workshops is £250 (+ VAT).

(Cost includes refreshments, lunch and delegate materials).

Other courses offered by Quaestus Training Club:

2-day events

Effectiveness at Work
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'....

Course Design and Methodology

The day will be a combination of:

- Lecturer input
- Practical exercises
- Small group and one-to-one working

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

Pre-Work

Delegates will be invited to bring along any working documents that they want explaining.

The Trainer – Steven Burch

With a skilled and safe pair of facilitator's hands, Steven can take a group where they need to be, but might not necessarily want to go! Before Quaestus, where he is managing director, he was with the Industrial Society, and before that in a series of technical, production and commercial roles in Unigate, the Milk Marketing Board and Healds Foods. He sails and lives in South Devon with his wife and daughter.

An NLP Practitioner and a Member of the CIPD, you should choose Steven to front major leadership initiatives, learning support programmes, executive coaching contracts and executive development programmes, as well as short 1 and 2 day programmes on a range of business issues.

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