



Introduction to Financial Management Training

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Location: Gauteng

Duration: 5 Days

Accreditation: Not accredited (Certificate of Attendance provided)

1. Target Audience

- Executive Officers
- Managers
- Senior Employees
- Company Secretaries
- Compliance Officers

2. Course Overview

This short course is designed to introduce the principles of financial management and provide a practical understanding of financial concepts, tools, and techniques. Participants will gain skills to make informed financial decisions, manage budgets, and analyse financial performance to enhance organisational success.

3. Course Outcomes

By the end of this course, participants will be able to:

- Understand the fundamentals of financial management and key concepts.
- Interpret financial statements and assess organisational performance.
- Develop and manage budgets effectively.
- Analyse investment opportunities and conduct financial decision-making.
- Apply financial tools to support strategic planning and governance.

4. Course Outline and Content

4.1 Day 1: Fundamentals of Financial Management

- Introduction to financial management: concepts and objectives
- Importance of financial management in business success
- Overview of financial management processes
- Key financial terms and definitions

4.2 Day 2: Financial Statements and Performance Analysis

- Understanding financial statements: income statement, balance sheet, and cash flow statement
- Ratio analysis for financial performance (profitability, liquidity, efficiency)
- Common financial pitfalls and red flags
- Case study: Analysing a company's financial performance

4.3 Day 3: Budgeting and Cost Management

- Developing effective budgets: types and approaches (zero-based, incremental)
- Cost management techniques: fixed vs. variable costs
- Forecasting and variance analysis
- Practical exercise: Creating a departmental budget

4.4 Day 4: Financial Decision-Making and Investments

- Introduction to capital budgeting: NPV, IRR, and payback period
- Assessing investment opportunities and risks
- Financial decision-making frameworks
- Practical application: Evaluating a business investment proposal

4.5 Day 5: Strategic Financial Planning and Governance

- Linking financial management to organisational strategy
- Financial governance and compliance
- Role of financial management in risk mitigation
- Final workshop: Developing a financial plan aligned with business goals

5. Assessment and Certification

There is no formal assessment as this course is not accredited.

Participants will receive a Certificate of Attendance upon completion.

6. Course Delivery Method

Combination of lectures, interactive workshops, case studies, and group discussions.

Participants receive handouts, templates, and tools for practical use.