

Finance For Non-finance

With Interactive Finance Board Game

Date: 24 – 25 May 2011

Time: 9am to 5pm

CPD/CPE: 14 hrs

Course Fee: S\$598 – S\$638

Registration Deadline: 9 May 2011

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[Click here to download the registration form if you could not register online](#)

This 2 day workshop is designed to let participants experience business and financial statements preparation through simulation board game. After the course, participants will be able to understand and interpret the financial statements, learn how to use the powerful knowledge in the process of planning and decision making.

► Why should you attend?

This workshop is suitable for non-finance managers who are required to:

- Understand how operational decisions impact the company strategically and financially
- Improve business performance & cash flow through efficient working capital management
- Analyze and interpret financial ratios for decision making
- Create a common vision throughout the organization
- Manage department contribution and performance to achieve the company's business goals
- Have common understanding of financial and management concepts
- Be aware of the strategic value drivers of your company

This workshop is appropriate for management or staff from sales and marketing, business development, production, procurement and operations, with no previous financial knowledge.



"Recommend to supervisory staff so that they understand methods on how to improve department's profit & work efficiency." G.C Wong, Vice President, Singapore (Oct 2007)

"I gain better understanding of balance sheets. I will apply this knowledge in my analysis to increase my effectiveness in comparing the performance of different companies." Ms. Chow, Analyst – Mobile Department, Singapore (July 2010)

"I understand the knowledge on how to do business" Saw J., AM – Horticulture, Singapore (Feb 2010)

► Learning Outcome:

By the end of this workshop, you will be able to:

- Communicate effectively with your finance department in order to get endorsement on proposals
- Understand and extract correct data from financial statement for decision making
- Manage department working capital and operational efficiency effectively
- Understand and work on the important strategic value drivers of your company
- Assess whether the departmental goals are synergistically aligned to the company's goals
- Apply the experience and knowledge acquired in the workshop to your workplace.



Methodology

The workshop is conducted using our proprietary, experiential simulation board game. Participants will 'operate and run' the simulated business, which helps them understand a typical business cycle. Upon completion of each year, participants will prepare financial statements, assess their performance using ratios and make operational improvement where necessary to improve the profitability and financial status of the company. After each year of play, a review of the previous year's business and forward business planning takes place.

"The game uses very good example in simulating the real life transaction"
SK Tan, TS EIS, Malaysia (June 2010)

"I believe the game would be very useful for non-accounting graduates"
Justin TMY, Reconciliation, Malaysia (June 2010)

"The simulation games was useful in helping my understanding of how activities translate to the P/L and B/S. Good course for staff as most do not know accounting and this will also help them understand the GLs they pass"
H. F Chuan, VP – Trade Finance Ops (Jan 2008)

"The introduction of interactive games allows us to better and easier understand the financial terms."
D Leong, Senior Manager – BCS, Singapore (Feb 2010)

Workshop Outline:

1. Introduction to
 - Income Statement
 - Balance Sheet
 - Cash flow Statement
 - Statement of Changes in Equity
2. Introduction to important accounting principles and its implications on "Financial Window Dressing"
 - Accruals Basis
 - Matching Principles
 - Prudence Principles
 - Realization Principles
3. Ratio Interpretation
 - Profitability and Management Effectiveness
 - Liquidity and Solvency
 - Capital Structure & Gearing
 - Investors' ratios
4. Working Capital Management
 - Elements of Working Capital
 - Ways of improving cash flow
 - Managing Inventory, Accounts Receivables and Current Liabilities efficiently
5. Value Drivers of a Company
 - Value drivers identification
 - Aligning value drivers across departments in the company

The learning deliverables for the respective business 'year' include:

Year 1:

- Introduction of accounting concepts and its implications (Accruals, Matching, Prudence)
- Preparation of Financial Statements (Income Statement, Balance Sheet, Cashflow Statement)
- Interpretation of Financial Statements using Ratios (Profitability, Liquidity, Activity, Gearing)
- Introduction to Working Capital Management and planning for operational improvement in Year 2

Year 2:

- Preparation of Financial Statements (IS, BS, CS and Statement of Changes in Equity)
- Evaluate the effectiveness of operational improvements recommended in Year 1 and assess its implications on profitability and cash flow
- Identify the key value drivers of the business and how to align these to achieve the company's strategic goal.

"After the Finance for non-Finance course, I have greater understanding of financial terms which helps me in reading the financial reports of vendors."
TY Lau, Senior Analyst – Mobile Department, Singapore (July 2010)

"I gained deeper understanding of financial concepts and it helps me in my decision making on running promotions"
S Quek, Assistant Manager – Telebetting & E-Sales, Singapore (Feb 2010)

"I learn the knowledge on interpretation of Financial Statement and Budgeting."
SL Tan, AM – Admin Department, Singapore (Feb 2010)

"I learn how to read financial statements and do basic budgeting"
G Chan, AM – Property, Singapore (Feb 2010)

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