



Finance Essentials

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PROGRAM OVERVIEW

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| Overview | This highly practical workshop introduces staff and managers to the key concepts of finance and accounting. Participants will learn ways in which they can create and build value by improving the effectiveness of financial decisions within their agency. The language of finance and accounting will be demystified, providing participants with greater confidence and understanding. |
| Who is it for? | Individuals who are wanting to gain a fundamental understanding of essential financial concepts and skills, including people in management and operational roles without a financial or accounting qualification |
| Duration | 1 day |
| Delivery | Face-to-face training workshop Work-based activities, including presentations, group work and case studies |
| Learning Outcomes | <ul style="list-style-type: none">• Understand accounting language and financial terminology• Recognise the role and function of the three key financial statements• Understand modern accrual accounting and financial management systems• Analyse financial statements and understand reporting• Understand budgeting and planning approaches• Identify accounting principles for receivables and payables• Identify key ratios and their use• Influence financial decision makers through an understanding of finance and accounting |

Please contact us on 1300 950 251 for further information and booking enquiries.



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