



Finance, Accounting and Budgeting

Accounting for Non-Accountants

- Location: London
- Date: From 27/1/2025 To 31/1/2025
- Investment: \$5950 (Excluding VAT)



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ACADEMY


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Course Introduction

Accounting for Non-Accountants is a 5-day intensive course designed to equip participants with a solid understanding of fundamental accounting principles and practices. This course will demystify financial statements, budgeting, and cost analysis, empowering individuals to make informed business decisions.

Training Method

- Pre-assessment
 - Live group instruction
 - Use of real-world examples, case studies and exercises
 - Interactive participation and discussion
 - Power point presentation, LCD and flip chart
 - Group activities and tests
 - slides and handouts
 - Post-assessment
 - Each participant receives a binder containing a copy of the presentation
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Course Objectives

Upon completion of this course, participants will be able to:

- Understand the fundamental accounting principles: including generally accepted accounting principles (GAAP) and International Financial Reporting Standards (IFRS)
ebizfiling.com
- Analyze financial statements: balance sheets, income statements, and cash flow statements.
- Interpret key financial ratios: to assess a company's financial health.
- Prepare budgets and forecasts: to plan and manage resources effectively.
- Understand cost accounting concepts: and apply them to decision-making.
- Communicate financial information effectively: to stakeholders.

Who Should Attend?

This course is suitable for:

- Non-financial professionals
 - Business analysts
 - Project managers
 - Entrepreneurs
 - Anyone who needs to understand financial information
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Course Outline

Day 1: Introduction to Financial Accounting:

- Basic Accounting Principles:
 - o The accounting equation
 - o The double-entry system
 - o The accounting cycle
- Financial Statements:
 - o The balance sheet
 - o The income statement
 - o The cash flow statement

Day 2: Analyzing Financial Statements

- Ratio Analysis:
 - o Liquidity ratios
 - o Solvency ratios
 - o Profitability ratios
 - o Efficiency ratios
- Interpreting Financial Statements:
 - o Understanding the impact of business decisions on financial performance
 - o Identifying trends and patterns in financial data

Day 3: Budgeting and Forecasting

- Budgeting Process:
 - o Developing a budget
 - o Monitoring budget performance
 - o Variance analysis
- Forecasting Techniques:
 - o Forecasting methods
(trend analysis, regression analysis)
 - o Sensitivity analysis
 - o Scenario planning

Course Outline

Day 4: Cost Accounting

- Cost Concepts:
 - o Direct and indirect costs
 - o Fixed and variable costs
 - o Product and period costs
- Cost Accounting Systems:
 - o Job order costing
 - o Process costing
 - o Activity-based costing (ABC)

Day 5: Financial Decision Making and Ethics

- Financial Decision Making:
 - o Capital budgeting techniques (NPV, IRR, payback period)
 - o Risk assessment and management
- Ethical Considerations in Accounting:
 - o Ethical standards and professional conduct
 - o Fraud prevention and detection
 - o Corporate social responsibility

Registration & Payment

Complete & Mail to London Royal Academy or email
registration@londonra.com



Registration Form

- Full Name (Mr / Ms / Dr / Eng)
- Position
- Telephone / Mobile
- Personal E-Mail
- Official E-Mail
- Company Name
- Address
- City / Country

Payment Options

- ☐ Please invoice me
- ☐ Please invoice my company





Terms & Conditions

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Cancellation and Refund Policy

Delegates have 14 days from the date of booking to cancel and receive a full refund or transfer to another date free of charge. If less than 14 days' notice is given, then we will be unable to refund or cancel the booking unless on medical grounds. For more details about the Cancellation and Refund policy, please visit

www.londonra.com/terms-and-conditions/

Registration & Payment

Please complete the registration form on the course page & return it to us indicating your preferred mode of payment. For further information, please get in touch with us

Course Materials


The course material, prepared by the LRA, will be digital and delivered to candidates by email

Certificates

Accredited Certificate of Completion will be issued to those who attend & successfully complete the programme.

Travel and Transport

We are committed to picking up and dropping off the participants from the airport to the hotel and back.



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THANK YOU

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