BLACKBIRD FOR TRAINING

Finance for Non-Financial Professional

Toronto (Canada)

6 - 10 October 2025

Finance for Non-Financial Professional

Code: FA28 From: 6 - 10 October 2025 City: Toronto (Canada) Fees: 4700 Pound

Introduction

To succeed at any employment level and position, knowledge of basic financial principles is critical. 'Finance for non-Finance Professionals' transforms financial and accounting concepts into decision-making tools you can use successfully every day. You will learn to apply the fundamentals of finance to improve budget management, increase potential profits, and assess the financial performance of business activities. You will also understand the terminology used by accounting and finance staff and will feel more confident when being involved with them or using them. This course will help you do a better job and prepare you for senior management positions where financial awareness is crucial.

Course Objectives of Finance for Non-Finance

- Define the four key financial statements: balance sheet, income statement, cash flow, and changes in owner equity
- Define key financial terms such as profit, margins, and leverage used in organizations
- Interpret the financial health and condition of a company, division, or responsibility center and use financial information for management and evaluation
- Distinguish between accounting and finance and explain the finance role in running businesses
- Prepare a company's operating budget and relate it to the organization's strategic objectives
- Apply capital budgeting techniques and cost-volume-profit analysis to enhance decision making

Finance for Non-Finance Course Outlines

Day 1

The key financial statements

- Understanding the accounting cycle
- The five main accounts in financial statements
- Income statement: a tool for performance measurement
    - Accrual basis versus cash basis
- Balance sheet: a tool for financial position
- Statement of owners equity
- Statement of cash flows: cash is king
- Wrapping up: the cycle of financial statements
- External and internal auditors responsibilities

Day 2

Analysis of financial statements

- Why are ratios useful?

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- Horizontal and trend analysis
- Vertical analysis: common size statements
    - Common size financial statements
- Building blocks analysis and reading through the numbers:
    - Liquidity ratios: ability to settle short-term dues
    - Solvency ratios: ability to settle long-term dues
    - Activity ratios: the ability to manage assets efficiently
    - Profitability ratios
    - Limitations of financial ratio analysis

Day 3

Working capital management

- Definition of working capital and working capital management
- Working capital management strategies for current assets
    - Balancing profitability and liquidity
- Working capital management strategies for current liabilities
    - The trade-off between profitability and certainty

Breakeven analysis and decision making

- Defining fixed costs
- Defining variable costs
- Contribution margin formula
- Computing breakeven point
- Sensitivity analysis: changing assumptions

Day 4

Operating budget process and techniques

- What is the operating budget?
- Steps to budget development
- Master budget components
    - Sales forecasting
- Approaches to budgeting
    - Incremental budgeting
    - Zero-based budgeting
- Budgetary control and correction

Day 5

Capital budgeting: the investing decisions

- Examples of exercises involving capital budgeting
- Time value of money: a prerequisite for investing decisions
- The required rate of return for investments
- Examples of cash outflows for capital projects

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- Examples of cash inflows for projects
- Net present value calculation
- Internal rate of return

Recap: the concept of financial management

- Accounting versus finance: rules and responsibilities
- Three pillars of finance
    - Financing decisions
    - Investing decisions
    - Operating decisions

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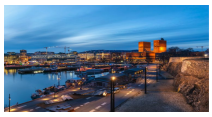
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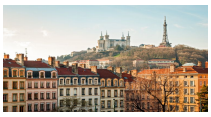
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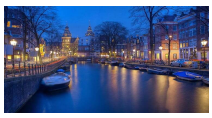
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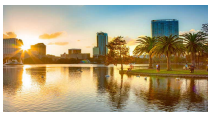
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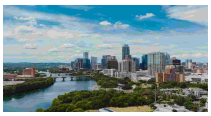
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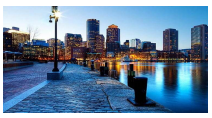
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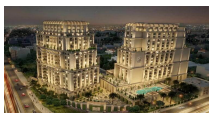
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