

# Accounts Payable: From Concepts to Practical Application

*Tokyo (Japan)*

*6 - 10 July 2026*

UK Training

# PARTNER



## Accounts Payable: From Concepts to Practical Application

Code: FA28 From: 6 - 10 July 2026 City: Tokyo (Japan) Fees: 5700 Pound

### Introduction

In today's fast-paced financial environment, efficient accounts payable management is crucial for maintaining business liquidity and ensuring seamless financial operations. This comprehensive Accounts Payable Training Course is designed to equip participants with in-depth knowledge of accounts payable processes, automation technologies, financial analysis, and compliance with international standards. The course also explores the integration of artificial intelligence AI in accounts payable systems to enhance efficiency and reduce risks. Participants will gain practical skills to optimize payment cycles, analyze financial reports, and make strategic financial decisions.

### Course Objectives

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

- Understand the definition of accounts payable and its significance in financial operations.
- Apply best practices in accounts payable processes, including invoice recording and payment management.
- Leverage digital systems and automation tools to streamline accounts payable solutions.
- Analyze accounts payable reports and utilize financial data for strategic decision-making.
- Enhance compliance with international accounting standards and improve cash flow management.
- Integrate AI solutions for advanced accounts payable automation.

### Course Outlines

#### Day 1: Basics and General Concepts

- What is Accounts Payable? - Understanding the accounts payable definition and its critical role in the financial system.
- Accounts Payable vs. Accounts Receivable: Key differences and their impact on cash flow.
- The Accounts Payable Process: From invoice receipt to final payment, mastering the lifecycle.
- Cash Flow Management: The relationship between accounts payable responsibilities and effective cash management.

#### Day 2: Recording and Accounting Process

- Invoice Recording: How to accurately record invoices in line with international standards.
- Verification and Compliance: Ensuring invoice accuracy and documentation integrity.

The logo for UK Training Partner, featuring the text 'UK Training' in a smaller font above the word 'PARTNER' in a large, bold, black font. The background of the logo is a stylized chessboard with several chess pieces (a king, a queen, and a pawn) in gold and silver.

- Accounting for Payables: Understanding the duties of an accounts payable specialist.
- Supplier Reconciliation: Techniques for balancing supplier accounts with organizational records.

### Day 3: Technology and Automation

- ERP Systems for Accounts Payable: Utilizing accounts payable systems like SAP and Oracle for efficient processing.
- Automation Techniques: Implementing OCR Optical Character Recognition and digital invoice scanning.
- Streamlining Approval and Payment: Automating workflow to enhance speed and accuracy.
- Data Security and Compliance: Protecting financial data and ensuring regulatory compliance in digital transactions.

### Day 4: Financial Analysis and Control

- Aging Reports Analysis: Preparing and analyzing accounts payable aging reports for financial insights.
- Key Performance Indicators KPIs: Understanding metrics that measure accounts payable performance.
- Cash Flow Forecasting: Predicting payment schedules and managing financial obligations.
- Fraud Prevention: Techniques to monitor and prevent unauthorized transactions.

### Day 5: Practical Applications and Professional Development

- Case Study Analysis: Hands-on exploration of a complete accounts payable cycle.
- Accounting Software Applications: Practical exercises using ERP systems like SAP or Oracle.
- Negotiation with Suppliers: Strategies for enhancing payment terms and improving vendor relationships.
- Future of Accounts Payable: Understanding the impact of artificial intelligence AI and machine learning on financial operations.

### Why Attend this Course: Wins & Losses!

- Boost Efficiency: Enhance your accounts payable process through automation and digital transformation.
- Informed Decision-Making: Develop the ability to make strategic financial decisions based on comprehensive data analysis.
- Hands-On Skills: Engage in practical exercises with accounts payable solutions and ERP software.
- Ensure Compliance: Learn how to maintain adherence to international accounting standards and protect

A graphic of a chessboard with several chess pieces. A large gold king piece is in the foreground, with a silver king piece and a silver pawn behind it. The text 'UK Training PARTNER' is overlaid on the right side of the board.

UK Training  
**PARTNER**

financial data.

- Future-Ready Skills: Gain insights into AI integration in accounts payable management for cutting-edge financial operations.

## Conclusion

This Accounts Payable Management Training Course provides participants with the essential knowledge and practical skills needed to master accounts payable processes. By leveraging automation, financial analysis, and best practices, participants will enhance financial efficiency and transaction accuracy.

Furthermore, the integration of artificial intelligence in accounts payable solutions prepares them to lead in a technology-driven financial landscape, ensuring compliance and optimizing cash flow.



## Blackbird Training Cities

### Europe



Malaga (Spain)



Sarajevo (Bosnia and Herzegovina)



Oporto (Portugal)



Glasgow (Scotland)



Edinburgh (UK)



Oslo (Norway)



Annecy (France)



Bordeaux (France)



Copenhagen (Denmark)



Birmingham (UK)



Lyon (France)



Moscow (Russia)



Stockholm (Sweden)



Podgorica (Montenegro)



Batumi (Georgia)



London (UK)



Istanbul (Turkey)



Amsterdam



Düsseldorf (Germany)  
(Switzerland)



Paris (France)



Athens (Greece)



Barcelona (Spain)



Munich (Germany)



Geneva



Prague (Czech)



Vienna (Austria)



Rome (Italy)



Brussels



Madrid (Spain)



Berlin (Germany)



Lisbon (Portugal)



Zurich



Manchester (UK)



Milan (Italy)



## Blackbird Training Cities

### USA & Canada



Los Angeles (USA)



Orlando, Florida (USA)



Online



Phoenix, Arizona (USA)



Houston, Texas (USA)



Boston, MA (USA)



Washington (USA)



Miami, Florida (USA)



New York City (USA)



Seattle, Washington (USA)



Washington DC (USA)



In House



Jersey, New Jersey (USA)



Toronto (Canada)

### ASIA



Baku (Azerbaijan)  
(Thailand)



Maldives (Maldives)



Doha (Qatar)



Manila (Philippines)



Bali (Indonesia)



Bangkok



Beijing (China)



Singapore (Singapore)



Sydney



Tokyo (Japan)



Jeddah (KSA)



Riyadh (KSA)



Melbourne (Australia)  
Korea)



Phuket (Thailand)



Dubai (UAE)



Kuala Lumpur (Malaysia)



Kuwait City (Kuwait)



Seoul (South)



Pulau Ujong (Singapore)



Irbid (Jordan)



Jakarta (Indonesia)



Amman (Jordan)



Beirut

UK Training  
**PARTNER**



## Blackbird Training Cities

### AFRICA



Kigali (Rwanda)



Cape Town ( South Africa)



Accra (Ghana)



Lagos (Nigeria)



Marrakesh (Morocco)



Nairobi (Kenya)



Zanzibar (Tanzania)



Tangier (Morocco)



Cairo (Egypt)



Sharm El-Sheikh (Egypt)



Casablanca (Morocco)



Tunis (Tunisia)



## Blackbird Training Clients

 <b>MANNAI CORPORATION</b> MANNAI Trading Company WLL, Qatar	 <b>GAC</b> UNE FILIALE D' EGA Alumina Corporation Guinea	 <b>Booking.com</b> Booking.com Netherlands	 <b>OXFAM</b> Oxfam GB International Organization, Yemen	 <b>Capital Markets Authority</b> Kuwait
 <b>Waltersmith</b> Waltersmith Petroman Oil Limited Nigeria	 <b>QNB</b> Qatar National Bank (QNB), Qatar	 <b>Qatar Foundation</b> Qatar	 <b>AFRICAN UNION ADVISORY BOARD ON CORRUPTION</b> Tanzania	 <b>KFAS</b> KFAS Kuwait
 <b>Reserve Bank of Malawi</b> Malawi	 <b>Central Bank of Nigeria</b> Nigeria	 <b>Ministry of Interior Kingdom of Saudi Arabia</b> KSA	 <b>Mabruk Oil Company</b> Libya	 <b>Saudi Electricity Company</b> KSA
 <b>BPKH</b> Badan Pengelola Keuangan Haji BADAN PENGELOLA KEUANGAN Haji, Indonesia	 <b>NATO Italy</b> Italy	 <b>ENI</b> ENI CORPORATE UNIVERSITY, Italy	 <b>GULF BANK</b> Gulf Bank Kuwait	 <b>General Organization for Social Insurance</b> KSA
 <b>Defence Space Administration</b> Nigeria	 <b>National Industries Group (Holding)</b> Kuwait	 <b>Hamad Medical Corporation</b> Qatar	 <b>USAID</b> Pakistan	 <b>STC</b> STC Solutions, KSA
 <b>North Oil Company</b> North Oil company,	 <b>EKO Electricity</b> EKO Electricity	 <b>OMAN BROADBAND</b> Oman Broadband	 <b>UNITED NATIONS</b> UN,	 <b>Authority for Electricity Regulation, Oman</b> Authority for

UK Training  
**PARTNER**



## Blackbird Training Categories

### Management & Admin

Entertainment & Leisure  
Professional Skills  
Finance, Accounting, Budgeting  
Media & Public Relations  
Project Management  
Human Resources  
Audit & Quality Assurance  
Marketing, Sales, Customer Service  
Secretary & Admin  
Supply Chain & Logistics  
Management & Leadership  
Agile and Elevation

### Technical Courses

Artificial Intelligence (AI)  
Hospital Management  
Public Sector  
Special Workshops  
Oil & Gas Engineering  
Telecom Engineering  
IT & IT Engineering  
Health & Safety  
Law and Contract Management  
Customs & Safety  
Aviation  
C-Suite Training



 International House 185 Tower Bridge  
Road London SE1 2UF United Kingdom

 +44 7401 1773 35  
+44 7480 775526

 Sales@blackbird-training.com

 www.blackbird-training.com

UK Training  
**PARTNER**

