



“taking the myth out of finance”

Finance for Non-Financial Managers – Module 2

This standalone course is recognised as a module in the CPPF (Certificate Programme in Practical Finance)

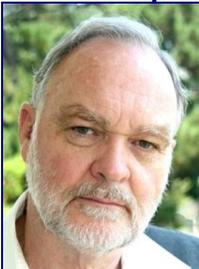
This four-day course produces competence in all the major areas necessary to work confidently with financial concepts and statements. It provides an introduction to financial terminology e.g. (Heps, Mkt. Cap) and concepts in a carefully paced and logical sequence which enables you to make sense of what you see and hear in business. It is the essential course for all non-financial decision-makers and is presented using simple language and plenty of practical examples.

The course consists of three full days of training, incorporating extensive practical exercises, and a business simulation game which develops strategic thinking and teamwork. Learning continues into the fourth day with the practical assessment promoting informed discussion and interpretation of the financial statements. It enables delegates to complete the summative assessment and their portfolio of evidence in the class.

The Business Simulation is played at intervals over the four days to provide some experience of the decisions required in business operation. It is easy to grasp and illustrates the concepts gained in the course. The competitive interaction among the teams develops co-operation and group decision making as well as a practical introduction to the principles of budgeting.

Successful candidates will also receive a certificate from Johannesburg School of Finance which will confirm the completion of one module of the School's **Certificate Programme in Practical Finance (CPPF)**. The CPPF is a unique qualification comprising a series of four-day modules in practical financial management designed to develop excellent skills for effective business decisions. For more on the CPPF, see www.jhbfin.co.za.

The course presenter: John Mitchell



John Mitchell is a Director of Johannesburg School of Finance, a member of the Investment Analysts Society, and holds a Degree in Philosophy. He spent the early part of his career in the South African mining industry initially in human resources and later managing an in-house printing company where he gained practical experience in exercising financial control. He has been a professional designer and presenter of financial courses for the past twenty-two years.

His empathic and interactive style makes his courses both practical and enjoyable. He is able to illustrate the course material with examples from his own extensive business experience.

2020 Course dates: 23 - 26 March 13 – 16 July 16 – 19 November

Course Venue: Quickbooks, 5 Zulberg Close, cnr Ernest Oppenheimer Avenue, Bruma, Johannesburg

Course Fees: R16 200 plus 15% VAT (R18 630) per delegate for the four-day course. Fees include material, lunches, (Halaal may cost extra), teas and secure parking. (NB: This course can also be run on an in-house basis, in which case the course fees and dates are negotiable).

Johannesburg School of Finance (Pty) Ltd is accredited through FASSET, the South African SETA for Finance, Accounting, Management Consulting and Other Financial Services (accreditation number 585/00187/05) and has a Level 3 (100%) BEE rating. For more information about the School and our other products and services, see our website www.jhbfin.co.za or call 27 11 704 7577.

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Course Content

- Day One:**
- Essential Tools**
- Introduction
 - Profit and Loss and the matching concept
 - Introduction to IFRS vs GAAP
 - Depreciation and Amortization basic concepts
 - Components of financial statements
 - The statement of Comprehensive Income and cash flow statements
 - Interpretation of the income statement and terminology
 - Effects of discounts
 - Business Simulation Game
- Day Two:**
- Profit and Cash Flow**
- Revision
 - The Relationship between Profit and Cash Flow
 - Practical exercises in:
 - Statement of Profit and Loss
 - Comprehensive Income
 - Changes in Equity
 - Cash flow and adjustments
 - Interpretation of the financial statements
 - Business Simulation Game
- Day Three:**
- Statement of Financial Position**
- Revision
 - Introduction to the Balance Sheet and IFRS terminology
 - Exercises on the Statement of Financial Position
 - Interpretation of terminology
 - Useful financial ratios
 - Working Capital Management (stock, debtors and cash), Practical Exercises
 - Business Simulation Game and Related Exercises
- Day Four:**
- Revision and Evaluation**
- Analysis of Simple Financial Statements to Identify Problems and Suggest Suitable Corrective Action
 - Business Simulation Game
 - Assessment (written)
 - Assessment (oral presentation of interpretation of financial statements analyzed and presented in groups)
 - Feedback and portfolio of evidence
 - Closure

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