



We give you the financial skills, knowledge and confidence to make the right decisions and get the best results.

# Financial Modelling in Excel

## Module Two

*a stand-alone course which is also part of the Certificate Programme in Practical Finance (CPPF)*

### Course Overview

Excel is on almost everyone's computer, and it is so easy to start using that we may believe there is no need for formal training. But Excel can eat up time if not used knowledgeably, and errors can be built into formulas with costly results. This course is about answering the questions you did not know to ask, teaching you how to think in the way Excel thinks and establishing good disciplines for working in Excel.

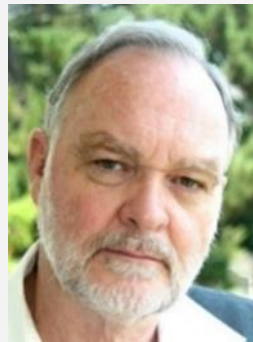
It assumes a very basic familiarity with Excel, and provides the knowledge and confidence to start using Excel effectively to produce results for you. It shows you what results you can expect, how to save time by using the most suitable techniques and by planning your spreadsheet. It teaches disciplines to make it easier for others to pick up where you left off, or for yourself, when you return to enhance last year's spreadsheet.

The course emphasizes the thinking and design process as much as the learning of techniques so that your spreadsheets will take less time to develop and be more reliable and produce more useful information. Delegates will be supplied with a set of templates with corresponding model answers including comprehensive notes. The templates may be re-used for practice, in conjunction with the model answers.

Successful candidates will receive a certificate from Johannesburg School of Finance. They will also earn credits towards the School's **Certificate Programme in Practical Finance (CPPF)**. For more on the CPPF, see [www.jhbfin.co.za](http://www.jhbfin.co.za).

### The Course Presenter:

#### John Mitchell



John is a Past 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 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.

# Course Content

## Part One: The Purpose, Principles and Techniques of Financial Modelling

- Introduction
- Shortcuts, techniques procedures and disciplines
- Understanding how Excel thinks, icons and formatting
- Version control and logging
- Relative and absolute cells
- V Lookup true or false with exercises

## Part Two: Creating and Interpreting Charts

- Advantages and disadvantages of charts
- Bar charts, scatter charts, pie charts
- Formatting charts
- Trendlines and interpreting charts

## Part Three: Planning, Building and Interpreting a Model

- Planning spreadsheets and using functions in combination
- Input, Operation and Output discipline
- Techniques of naming and using names in formulas
- Breakeven - understanding the model, modelling to a known outcome
- Create a simple Breakeven model
- Test and interpret the model

## Part Four: IF statements and Variations

- Simple IF statements
- OR, AND, Nested IF
- Data validation and drop down list
- Isblank
- Further Vlookup applications
- Arrays

To book, [apply online](#) or email us at [registrations@jhbfin.co.za](mailto:registrations@jhbfin.co.za).

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 4 (100%) BEE rating.

For more information about the School and our other products and services, see our website [www.jhbfin.co.za](http://www.jhbfin.co.za) or call 27 11 704 7577.

## Course Dates



**2021 Course dates:** 17 - 20 May  
27 - 30 September  
08 - 11 November

**Course Structure:** 4 half days, 08h30 to 12h30,  
presented on Zoom, plus online  
exercises and printable manual

**Course Fees:** R13 800 plus 15% VAT (R15 870)  
per delegate. Classes will not  
exceed 6 people per session

**NB: Customised in-house courses are possible and  
welcomed. Fees, dates and structure are negotiable.**

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