Budgets

An increasing number of people are involved in the budget process in organisations. This programme will help participants understand the budgeting, monitoring and control processes.

Who is it for?
A budgeting course is ideal for anyone contributing to the budgetary process or running a cost or profit centre including budget managers and budget holders.

Benefits
From attending this course people will be able to:-
- o Explain how the budget relates to the organisational forecasting and financial statements
- o Understand the 7 steps in the budget process
- o Understand the politics and behaviours which arise as a result of budget processes
- o Prepare a budget
- o Monitor and analyse 'actuals' vs 'budgets' and take appropriate action
- o Undertake variance analysis
- o Identify appropriate action to take on variances

Content
- o Establish the link between shareholder value, the business and the budgeting and control processes.
- o The key stages in the planning process and core requirements within the process, such as:
    - – Fixed and variable cost assessment
    - – How to draw up the budget – incremental and zero-based
- o The key stages in the monitoring process and how to control a budget effectively
- o Types of variance and actions to be taken
- o People, behaviours, commitment and politics

This list is not exhaustive so please talk to us if you don't see what you are looking for.

Why X Learning?
So much finance training can be dull and boring. We make this subject lively, fun, interesting and above all relevant by:
- o Drawing learning from day to day events within the business
- o Allowing participants to directly reflect on the organisation and the job they do
- o Incorporating high levels of interactivity, for example:
    - – Running light hearted but focussed business games
    - – Using live company data where possible
    - – Providing realistic case studies
- o Cutting out the jargon and keeping things simple
- o Encouraging group work
- o Catering for different learning styles and providing multi sensory input

Programme length options; half day, full day or 2 days depending upon your requirements

To discuss **call** David on 07984 817328,
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Business and Financial Training

www.xlearning.co.uk