

FINANCE FOR NON-FINANCE MANAGERS

DATE: NOVEMBER 22 & 23, 2019 **II** **VENUE:** NRB JOBS TRAINING CENTER **II** **FEES:** 6,000 +VAT

OVERVIEW OF THIS TRAINING:

Finance for Non-finance Managers is a Two-day workshop for the managers and senior level executives of non-finance background for their development in the financial area. Managers of different divisions such as (marketing and sales, human resource, MIS, research and development etc) of an organization are closely related to the finance division. Non-finance Managers decision affect the overall financial performance of an organization. This course has been designed in such a way as if non-financial people get an exposure to improve the financial performance of the organization.

ABOUT FACILITATOR:



Munir Chowdhury

Financial Management Consultant & Professional Trainer

Mr. Munir Chowdhury is an Academician and Management Consultant. He works as an adjunct faculty member of different private universities. He worked as a National Consultant of National Agriculture Technology Project (NATP-1), a project of World Bank and IDA on financial management capacity assessment of Bangladesh Agriculture Research Council (BARC) and National Agriculture Research System (NARS) institutes in all over Bangladesh. He was as an Academic Consultant of Ranada Prasad Shaha University, a project of Kumudini Welfare Trust Bengal Ltd.

He is also a professional trainer. He has conducted so many training programs in different corporate houses and professional training institutes. Apart from his Masters in Accounting from Dhaka University, He obtained MBA with finance major from the Dhaka University. He started his Career as Course Co-ordinator of Bangladesh Open University. Then he joined in a multinational organization, Duncan Brothers (Bangladesh) Ltd and worked there on procurement policies and financial decision making for fifteen years.

Moreover, Mr. Chowdhury has been working with entrepreneurial financing in Bangladesh for quite long time. Two international journal of him have been published namely on “Fund raising in start-up with venture capital” and “The future growth of venture capital in Bangladesh”. The areas of his interest are in financial management and analysis, entrepreneurship development, venture capital financing, investment banking and different financial advisory services.

He has got twenty years working experiences, out of which fifteen years in multinational organization, as simultaneous, ten years as adjunct faculty member in the private universities, five years as professional trainer and consultant. Being a Consultant, a teaching professional and extensive experience in a multinational organization, he is keen to provide training and consultancy services in the corporate world and eager to share his knowledge to individuals who want to improve their financial and management skills and contribute to their own organization.

OBJECTIVE OF THIS TRAINING:

After completing ‘**Finance for Non-finance Managers**’ course the participant will:

- Be confident about concept and different Terms of finance & accounting.
- Know about financial statements and business performance.
- Evaluate the Capital Investment decision which helps in financial decision making.
- Be able to raise capital of an organization from the financial market.
- Understand the importance of Cash flow and cash management.
- Be able to determine break-even analyses for management decision.
- Be able to know about inventory management and auditing

WHO SHOULD PARTICIPATE?

Managers and senior level executives of various department of an organization are related to the finance department for development of their financial knowledge.

Engineers, business owners and entrepreneurs involved in investments and financial decision making.

Fresh graduates of any discipline can take part in this training session to prepare them for their up-coming professional life.

LEARNING METHODOLOGIES

Lectures, Power point presentations, Group discussions, Case Studies, Games

COURSE OUTLINE:

Day- One

Session-1

Introduction to Finance in Business

- Concept and Theory of Finance
- Finance Vs Accounting
- Finance & related areas
- Types of Finance
- Functions of finance
- Goals of Finance

Session-2

Accounting & Finance Terminology

- Asset, Liabilities, Debt, Shareholder's Equity
- Account Receivable, Accounts Payable Revenue, Expenditure
- Book Value, Market Value, Residual value
- Income Statement, Balance Sheet,
- Liquidity, leverage, Non-Cash items, Financial Regulatory Bodies.
- Agency relationship, Agency problem, Agency cost.

Session-3

Basics of Accounting and Financial Statements

- Understanding of accounting system
- Principles of Accounting
- Why accrual accounting
- Preparation of Financial Statements
- Preparation of cash flow Statements
- Games on Financial statement.

Session-4

Financial Statement Analyses of an Organization

- Analysing of financial statement to business performance.
- Ratio Analysis
- Games on Financial statement.

Day- Two

Session-5

Investment Decision Making

- Concept of Time value of money
- Concept of future value and compounding
- Concept of present value and discounting
- Techniques of capital budgeting
- Exercise on Investment decisions

Session-6

Financial Decision-Making

- Long-Term Financing Decisions
 - Raising of Capital in the corporation
 - Capital budgeting decision
- Short Term Financing Decision
 - Concept of working capital management
 - Sources of short term financing
 - Inventory management method

Session-7

Financial Market Overview:

Capital market, Stock valuation, Risk & Return

- Capital Market
 - Understanding of capital market
- Stock valuation
 - Understanding of common stock valuation
- Risk and Return:
 - Returns, percentage returns, Risk free rate, Risk premium, Risk statistics, Types of risk

Session-8

Management Accounting & Auditing

- Concept of Management Accounting
- Cost Volume Profit analyses
- Concept of Internal Audit and External Audit
- How to deal with the auditors

