

Effective Cash Flow Management, Budgeting & Analysis



Decide with Confidence

This course is designed to discuss the main features of cash flow statement, the techniques and methods to develop cash flow budgeting, and interpret the performance of an organization using the cash flow statements. This one-day seminar also highlights the important considerations when performing cash flow budgeting and interpretation of cash flow statement.

Who Should Attend

Managers and executives who do not work in accounting and finance, but who need to know how basic accounting and finance work, and apply accounting and finance related techniques when making business decisions.

Course Content

1	INTRODUCTION TO FINANCIAL STATEMENTS
	The link between the three financial statements - balance sheet, profit and loss account, and cash flow statement. Structure of Cash Flow Statement – operating activities, investing activities, and financing activities.
2	MYTH OF “PROFIT” – I MADE PROFIT, BUT WHERE IS THE CASH?
	Definition of profits. Subjective judgments influencing the profit figures - provisions and accruals Reconciling between the profits and cash flow figures
3	PREPARING CASH FLOW STATEMENT
	Cash flow from operating activities – direct method versus indirect method Cash flow from investing activities Cash flow from financing activities
4	CASH FLOW BUDGETING
	Planning and developing an annual budget Forecasting and Projection of future activities – operating, investing, and financing Preparing operating activity budgets Preparing cash flow budget
5	CASH FLOW STATEMENT ANALYSIS
	Do the numbers make sense? Using the published financial statements of listed companies, this session demonstrates and interprets the financial and operating performance of these enterprises in terms of: a. Liquidity b. Solvency c. Profitability d. Financing e. Investing
6	CASH FLOW STRATEGIES FOR YOUR BUSINESS
	Risk consideration in cash flow management Factors to be considered when designing an effective cash flow system

About The Trainer – Mr Lim Kaim Soon

Kaim Soon is the corporate trainer specializing in accounting and financial management. Working with various local and overseas consulting and training institutes, he conducts regular workshops, seminars, and trainings to management and staff of statutory boards and business corporations including Hitachi Cable, Housing and Development Board (HDB), Ministry of Community Development Youth & Sports (MCYS), Murata Electronics, YCH International Ltd, Times Publishing Ltd, AON Consulting, Singapore Law Society, etc. His areas of specialization include financial and management accounting, corporate investment and financing, as well as corporate due diligence.

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Date: 17 September 2009, 9am – 5pm
Venue: Training Choice, Fortune Centre
Fee: [] S\$365 for D&B Subscriber [] S\$445 for Non-subscriber
(Includes materials, refreshments and lunch)

**EARLY BIRD – Fax in your registration before 24 August to receive a 10% off regular fee
Or, GROUP SAVINGS – Send 2 or more participants to enjoy a 10% off regular fee**

Fax the completed registration form to 6778 3853

Participant(s) Information

Name 1: _____ **Job Title:** _____
Email: _____ **(DID):** _____
Name 2: _____ **Job Title:** _____
Email: _____ **(DID):** _____
Name 3: _____ **Job Title:** _____
Email: _____ **(DID):** _____

Company's Information

Name of Company: _____
Address: _____ **(Postal Code)** _____
Telephone: _____ **Fax:** _____
Liaison Officer: _____ **Job Title:** _____
Email: _____ **(DID):** _____

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Cancellation Policies

1. A seat will be reserved upon receipt of completed registration form, and confirmation of seat upon payment received
2. A substitute participant is welcome at no charge should you not be able to attend. Please provide the necessary details. Only cancellation made 7 working days before commencement is entitled to full refund of seminar charges. No refund thereafter including no show during day of commencement. A complete set of materials will however be sent to you.
3. D&B reserves the right to postpone or cancel the seminar for reasons whatsoever. In such a case, D&B will provide a full refund to registrants who have made payment towards the event and such registrants shall have no claims against the company
4. D&B reserves the right to change venue due to unforeseen circumstances