

Financial Accounting for Effective Credit Management

Certified by Singapore Association of Credit Management



Decide with Confidence

Master the principles of basic accounting! Make better strategic decisions and move business forward by better understanding financial reports.

This course presents an introduction to basic financial accounting. Obtain the knowledge and learn the foundation of accounting principles, types of accounting reports, the interpretation, and apply them into everyday business. So keep your accountants on their toes and make sure your books are sound. Use basic accounting principles to uncover and correct problems quickly by double-checking how sales, expenses, equity and debt are recorded.

COURSE OUTLINE

1. Objectives of Accounting
2. Users of Accounting reports
3. What is Accounting
4. Essential Accounting Principles
5. Generally Accepted Accounting Principles
6. Important Concepts of Accounting:
 - Trading and Capital items
 - Revenue and Expenses
 - Accrual and provisions
7. Double Entry and Book booking
8. Fundamental of Accounting Functions
9. Understanding basic Accounting Reports
 - Profit and Loss Statement
 - Balance Sheet
 - Cash Flow Statement
10. Understanding Published Financial Statements and Annual Reports
11. Notes to the Financial Statements
12. Analysis of Financial Statements: Accounting Ratios
 - Profitability, earnings, operating performance and efficiency
 - Liquidity, solvency and working capital management
 - Asset and capital structures, including gearing
 - Cash flow and cash flow management
 - Stock market performance including earnings, dividend and price relationship
13. The limitation of financial ratio analysis

WHOM SHOULD ATTEND

Managers and supervisors who do not work in accounting, but who need to know how basic accounting works; anyone who has recently assumed accounting responsibilities.

Note: You'll need a calculator in this seminar.

ABOUT THE TRAINER – Mrs Grace Wong, B. Acc

Grace Wong, General Manager of Toshiba Singapore Pte Ltd, graduated from the National University of Singapore, is a FCPA Singapore and CCM with more than 28 years of experience in Corporate, Cost and Management Accounting as well as Credit Control and International Trade and Finance. She has extensive regional credit and risk management experience in Asia, Middle East and Eastern Europe, particularly Indonesia, Vietnam, India, UAE and Russia.

In addition to running the Finance and Accounting Department in Singapore, she is also looking after financial and internal control functions of overseas offices in Shanghai, Bangkok, Vietnam, Indonesia, Dubai and Moscow.

She is the President of Singapore Association of Credit Management since April 1999, and is currently Director of two Companies in Singapore and Vietnam

Financial Accounting for Effective Credit Management

Certified by Singapore Association of Credit Management



Decide with Confidence

Date: 17 July 2008, 9am – 5pm
Venue: Grand Park Plaza Hotel, City Hall

Fee: [] S\$370 for D&B Subscriber [] S\$450 for Non-subscriber
(Includes materials, refreshments and lunch)

**EARLY BIRD – Fax in your registration before 17 June 08 to receive a 10% off usual fee
or, GROUP SAVINGS – Send 2 or more participants to enjoy a 10% off usual fee**

Fax the completed registration form to 6318 7832

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):** _____

Payment Information

[] D&B subscription units (Account no: _____)
[] Cheque (+GST) Payable to: **Dun & Bradstreet (Singapore) Pte Ltd**
[] VISA [] Mastercard [] Amex
Card no: _____ **Expiry date:** _____
Signature: _____

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