



"Excellent Service – Excellent Delivery"



The Complete Course on BUDGETING

Planning, Forecasting, What-if Analysis & Reporting

03 - 07 Nov 2019, Dubai
20 - 24 Apr 2020, London
01 - 05 Nov 2020, Dubai

An ISO 9001:2015 & ISO 29990:2010
Certified Company



United Nations
Global Compact

The Complete Course on BUDGETING

Planning, Forecasting, What-if Analysis & Reporting

Why Choose this Training Course?

In a highly competitive world the key to maintaining and improving profit is to increase revenue and control costs. Increasing revenue is often difficult in times of volatile market prices, making budgeting and cost control vital for the success of any organisation. This highly interactive training course will provide delegates with the practical tools and techniques to enable them to prepare, manage and control budgets to ensure improved performance.

This AZTech training course will assist individuals at every level in the organisation in their involvement in the budget process. Being 'user-friendly', it provides the practical skills for delegates to take back to their jobs, along with insights needed to adapt principles to specific work environments.

This AZTech training course will feature:

- Strategic planning
- The budgeting planning process
- Forecasting techniques
- What if analysis and report generation
- Capital budgeting

What are the Goals?

By the end of this AZTech training course, participants will be able to:

- Develop the appropriate techniques for effective budgeting as part of the planning process
- Forecast sales, revenue and costs using qualitative and quantitative techniques in Excel
- Explain and use activity based budgeting and other budgeting methods
- Develop and effectively control budgets
- Provide budgeting knowledge that can be shared for the benefit of your company

Who is this Training Course for?

This AZTech training course is designed for anyone involved in the budget process within their organisation. The training course is appropriate for those who wish to learn the concepts, processes, and techniques of budgeting in order to be better able to carry out their budgeting tasks and responsibilities. The training course is equally appropriate for those who already have some budget experience and wish to refresh or enhance their budgeting knowledge and skills.

This AZTech training course is suitable to a wide range of professionals but will greatly benefit:

- Finance & Accounting professionals
- Departmental Managers
- Team Leaders
- Those preparing budgets
- Those working within a budget

How will this Training Course be Presented?

This AZTech training course will utilise a variety of proven adult learning techniques to ensure maximum understanding, comprehension and retention of the information presented. This will include presentations delivered in a highly participative style with discussion, practical exercises and team-based case studies.

This training course will provide a real-world practical context by incorporating worked examples, case studies, and finance models so that you will see how theory applies in practice and discuss the various issues raised.

THE COURSE CONTENT

DAY 01: Strategic Planning

- Why Strategy comes before the Budget
- The Strategic Planning Process
- Developing a Strategic Plan
- Evaluating the Legal, Economic, Political & Social Environment
- Strategic Planning Tools
- Linking the Budget with the Strategy

DAY 02: Forecasting

- What is Forecasting?
- Strategic Role of Forecasting
- The Forecasting Process
- Qualitative and Quantitative Forecasting Methods in Excel®
- Forecasting Demand, Revenue & Costs
- Dealing with the Limitations of Forecasts

DAY 03: Budgeting

- What is a Budget ?
- The Benefits & Limitations of Budgets
- Budget Methods – incremental, zero-based, rolling budgets and Activity Based Budgeting
- Budgeting and the Management Process
- Preparing Departmental Budgets from Forecasts
- Building the Master Budget

DAY 04: Using a Budget as a Management Tool

- Linking Strategic Planning, Forecasting Budgeting and Reporting
- Budget Cost, Volume, Profit (CVP) and Break-Even Analysis
- Managing Fixed and Variable Costs
- Sensitivity & What-If Analysis
- Budgetary Control
- Variance Analysis

DAY 05: Capital Budgeting (CAPEX)

- Capital Budgeting Principles
- Raising Finance
- Weighted Average Cost Of Capital (WACC)
- Methods of Evaluating Capital Investment Projects
- Comparing Different Projects And Their Returns
- Managing Financial Risk

COURSE SCHEDULE:

03 - 07 Nov 2019, Dubai

20 - 24 Apr 2020, London

01 - 05 Nov 2020, Dubai

THE CERTIFICATE:

AZTech Certificate of Completion for delegates who attend and complete the training course



The Complete Course on BUDGETING

Planning, Forecasting, What-if Analysis & Reporting

DATE	VENUE	FEES(USD)
03 - 07 Nov 2019	Dubai - UAE	\$5,950
20 - 24 Apr 2020	London - UK	\$5,950
01 - 05 Nov 2020	Dubai - UAE	\$5,950

REGISTER NOW

*This fee is inclusive of Documentation, Lunch and Refreshments and exclusive of 5% UAE VAT

Complete & send by fax/mail to address given below. Please use BLOCK CAPITALS.

REGISTRATION DETAILS

FAMILY NAME: _____

FIRST NAME: _____

POSITION: _____ COMPANY: _____

MAILING ADDRESS: _____

TELEPHONE: _____ MOBILE: _____

FAX: _____ EMAIL: _____

AUTHORISATION

AUTHORISE BY: _____

POSITION: _____ EMAIL: _____

TELEPHONE: _____ FAX: _____

POSTAL ADDRESS: _____

MODE OF PAYMENT

- PLEASE INVOICE MY COMPANY
- PLEASE INVOICE ME
- PLEASE FIND ENCLOSED A CHEQUE PAYABLE TO AZTECH
- ONLINE / CREDIT CARD

Hotel Accommodation

Hotel accommodation is not included in the Registration Fee. A reduced corporate rate and a limited number of rooms are available for attendees wishing to stay at the hotel venue. Please make your request for accommodation at least 3 weeks prior to the commencement of the course.

Event Disclaimer

We reserve the right to cancel or postpone a seminar or related event, change venue, substitution of the Instructor and alter the course content at our sole discretion. If this occurs, our responsibility is limited to a refund of any registration fee(s) already paid. We are not responsible for airline tickets, hotels costs, other tickets or payments, or any similar fee penalties or related or unrelated losses, costs and/or expenses registrant may incur or have incurred as a result of any trip cancellations or changes.

Cancellation & Substitution

You must notify the Registrar of cancellations at least 2 weeks before a scheduled seminar in order to be eligible for a credit. If you cannot attend, you may send a replacement from your organisation at no charge. There is a \$250 handling charge for all cancellations or rescheduling. We reserve the right to cancel a seminar due to low enrollment. All registrants will be notified in advance and a full refund will be provided upon request.

4 Ways to Register

Toll Free: 800-AZTECH
 Telephone: +971 4 427 5400
 Fax Number: +971 4 427 5401
 Email Address: info@aztechtraining.com
 Visit our website: www.aztechtraining.com

Certification

AZTech Certificate of Completion for delegates who attend and complete the training course

Download Training Plan 2019

Scan this code with your smart phone to download Training Plan 2019



Our training portfolio will provide you a number of seminars and courses to choose from depending on your organisational goals and personal development objectives.

Connect with us:



training.aztech



[@aztech_Training](https://twitter.com/aztech_Training)



aztechtraining



aztechorguk