

## Finance for Non-Financial Directors

### Overview

Most directors come into the role with some level of financial knowledge. However, this does not always fully equip them to deal adequately with board financial papers and accounts. This course will help directors understand their role in the company finances and improve their knowledge and skills in interpreting financial reports and statements.

### Objectives

This workshop will equip participants with the understanding to:

- read and interpret the primary financial statements: balance sheet, profit & loss account and cash flow statement
- appreciate the key elements in financial and management accounts
- assess the different sources of business finance and their impact on the business
- evaluate new business projects using a range of financial tools.

### Duration

Two consecutive days, both commencing at 10.00am and ending at 4.00pm.

### Indicative Programme

Welcome and introductions	Introductions, objectives and programme.
Key elements of financial and management accounting	The role of business finance. The tasks of management accounting. Conventions of accounting.
Financial decision-making	The objectives of the firm. The accounting statements and their interpretation. Problems using accounting information for decision-making. Ratio analysis as a financial health-check.
Cash-flow management	Understanding liquidity and solvency, profit and cash.
Investment appraisal	Case study task involving a range of investment appraisal tools and their advantages and disadvantages.
Sources of long-term finance	Gearing, and its impact. The cost of capital.
Financial reporting	Deciding on the frequency and detail of financial reporting required by the board.
Action planning	Individually identifying and documenting relevant improvement actions.