



First Select

Strategic Planning, Budgeting, Forecasting and Cost Control

Date	Venues	(\$)Fees	Book your seat
20 Apr -24 Apr 2025	Kuala Lumpur	3300	Register Now

Objectives:

Executives are faced with ever-increasing challenges. Flatter corporate structures, global competition, overcapacity, downsizing, and changing business environments have placed enormous demands on managers, calling for greater management skills. Today's executives wear multiple hats and need multiple skills. Even highly innovative and creative managers with excellent people skills must report and understand financial terms and concepts.

This exciting and informative program will enhance your ability to prepare, interpret and use Budget information in your managerial decision-making. It has been designed to transform the non-financial and finance manager into a more effective team member who can propose, analyze and evaluate Budgetary decisions. It does so by providing a fundamental understanding of the content, concepts, software models and terminology of Budgets.

Who should attend?

Non-financial and Financial mid to upper level managers in every functional area in all industry types, in both the public and private sectors.

Managers from areas such as marketing, sales, services finance, manufacturing, or engineering, as well as general who use financial data for decision making.

Course Outline:

Welcome & Introduction:

- Course Objectives

The fundamentals of budgeting & cost control (BCC):

- What is a budget?
- Why is budgeting an important concept in managing a business?
- Who is responsible for budget management in the business?
- What is a cost object?
- Costing methods
- Why do business costs need controlling?
- Uncontrollable costs – do they exist?
- Who has the responsibility for cost management in the business?

Budgeting and controlling revenues: sales and service income:

- How are sales revenues to be estimated – top down or bottom up?
- Are there different approaches between manufacturing and service businesses?
- Does market and field research have apart to play in this process?

Budgeting and controlling materials usage in manufacturing and non-manufacturing businesses:

- Classifying materials used in manufacturing
- Valuing materials and controlling stocks of materials
- Managing Non-manufacturing material costs – indirect costs
- Budgeting for materials and purchases – direct costs

Budgeting and controlling direct and indirect labor costs:

- Determining labor costs both direct and indirect
- Recording direct and indirect labour costs
- Budgeting for direct and indirect labour costs

Budgeting and controlling direct & indirect expenses:

- Determining direct & indirect expenses
- Types of expenses
- Budgeting for direct and indirect expenses
- Discussion & Individual exercises

Flexible budgets: concepts, development and application:

- What is flexible budgeting?
- Use of sensitivity analysis
- Importance of flexible budgeting in practice
- Group & individual exercises

Budgeting and controlling capital expenditures:

- Difference between capital and revenue expenditure
- Organisation of capital expenditure budget approval systems
- Need for capital project monitoring
- Discussion & review

Budgeting and controlling cash flows:

- Turning budgeted sales revenues, costs and capital expenditure plans into a cash budget forecast

Completion procedures and applications of the overall profit plan or master budget:


- The budget process as a control system within the business
- The behavioral aspects of accounting control systems
- Responsibility budgeting, accounting & control ideas
- Zero based budgeting concept (ZBB)
- Activity based management (ABM) and Activity based costing (ABC) defined


Analysis of budget variances:


- Variance Analysis and Standard Costing
- Purpose of Standard Costing
- Establishing Standards

WORKSHOP STYLE:

This will be a participative workshop with a mix of interactive learning sessions, exercises and discussions aimed to provide maximum impact and learning retention for all delegates..

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