

THE 10-DAY ADVANCED FINANCE & BUDGETING SKILLS



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TRAINING CENTER



Introduction

The 10-Day Advanced Finance & Budgeting Skills Training Course builds a complete finance toolkit across analysis, budgeting, forecasting, cost control, capital appraisal, and financial governance. Participants work through financial statements, ratio and cash flow analysis, budget architecture, driver-based forecasting, variance and cost control, capital investment appraisal, and reporting to the board as one connected discipline. The programme links the numbers a business reports with the decisions those numbers should drive. As a result, learners gain an integrated, defensible method for financial planning and control. Furthermore, the course strengthens commercial judgement, model quality, and governance.

The 10-Day Advanced Finance & Budgeting Skills Course Objectives

- Analyse financial statements using ratio, trend, and common-size techniques.
- Apply cash flow analysis and free cash flow calculation to business health.
- Build three-statement financial models with linked assumptions.
- Design budget architecture using incremental, zero-based, and rolling methods.
- Apply driver-based budgeting and forecasting with sensitivity and scenario testing.
- Apply standard costing, variance analysis, and root cause investigation.
- Apply activity-based costing (ABC) and target costing for cost control.
- Appraise capital investments using NPV, IRR, and risk-adjusted analysis.
- Apply working capital, treasury, and liquidity management practices.
- Apply performance metrics, KPIs, and financial governance and reporting.

Course Methodology

- Interactive sessions built on applied finance and budgeting cases.

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- Workshops on financial modelling, budget architecture, and cost analysis.
- Group exercises on variance investigation, capital appraisal, and reporting.
- Hands-on practice with three-statement models, driver-based budgets, and dashboards.
- Simulation of a budget committee, an investment review, and a board presentation.
- Facilitator coaching and peer review on personal finance improvement plans.

Who Should Take This Course

- Finance managers, controllers, and management accountants.
- Financial analysts and planning and performance professionals.
- Budgeting and forecasting specialists.
- Treasury, cash, and working capital professionals.
- Internal auditors and compliance officers covering finance.
- Consultants advising on financial planning and control.

The 10-Day Advanced Finance & Budgeting Skills Course Outlines

Day 1: Financial Statement Analysis Foundations

- Income statement, balance sheet, and cash flow statement structure.
- Ratio analysis: profitability, liquidity, efficiency, and gearing.
- Common-size and trend analysis techniques.
- DuPont analysis of return on equity.
- Earnings quality and accounting policy effects.
- Industry benchmarking and peer comparison.
- Case discussion: a profitable company with a liquidity problem.





Day 2: Cash Flow and Working Capital Analysis

- Cash flow statement interpretation and free cash flow.
- Operating, investing, and financing cash flow drivers.
- The cash conversion cycle and its components.
- Receivables, payables, and inventory policy analysis.
- Working capital funding and its cost.
- Cash forecasting basics and minimum cash policy.
- Workshop: diagnosing a working capital deterioration.

Day 3: Financial Modelling and Forecasting

- Three-statement model design and assumption architecture.
- Linking schedules: revenue, cost, capex, debt, and tax.
- Scenario switches and sensitivity tables.
- Forecast validation, error checks, and model documentation.
- Driver-based forecasting principles.
- Presenting model output to decision-makers.
- Exercise: building a linked three-statement model.

Day 4: Budget Architecture and Budget Cycle

- Budgeting as strategy translated into numbers.
- Incremental, zero-based, rolling, and activity-based budgeting.
- Budget calendar, templates, and submission discipline.
- Target setting, stretch, and behavioural traps.
- Resource allocation across competing priorities.



- Budget committee review and challenge process.
- Workshop: designing a budget architecture for a business unit.

Day 5: Cost Analysis and Variance Control

- Cost classification: fixed, variable, direct, and indirect.
- Standard costing and setting realistic standards.
- Price, volume, mix, and yield variance decomposition.
- Activity-based costing (ABC) modelling.
- Target costing and value engineering.
- Root cause analysis and the 5 Whys.
- Exercise: investigating a material cost variance to root cause.

Day 6: Cost Reduction and Continuous Improvement

- Building a cost reduction programme with owners and targets.
- Kaizen costing and continuous improvement practice.
- Cost of quality: prevention, appraisal, and failure costs.
- Operating leverage and break-even analysis.
- Avoiding short-term cuts that destroy capability.
- Tracking and verifying cost savings.
- Simulation: designing and defending a cost reduction plan.

Day 7: Capital Investment Appraisal

- Incremental cash flow principles and relevant costing.
- Payback, discounted payback, NPV, and IRR.
- Cost of capital, WACC, and hurdle rate setting.

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- Sensitivity, scenario, and risk-adjusted appraisal.
- Real options thinking: defer, expand, contract, abandon.
- Capital rationing and portfolio selection.
- Exercise: appraising and defending a capital investment case.

Day 8: Treasury, Funding, and Liquidity Management

- Cash management: pooling, sweeps, and buffer policy.
- Short and long-term funding instruments and covenants.
- Maturity matching and liquidity planning.
- Foreign exchange exposure and hedging instruments.
- Counterparty and bank credit risk policy.
- Treasury policy structure, limits, and delegated authority.
- Workshop: drafting a treasury policy for approval.

Day 9: Performance Metrics and Financial Governance

- KPIs, dashboards, and results-based management.
- The Balanced Scorecard and OKRs for financial performance.
- Management reporting packs and variance commentary.
- Budget re-forecasting and revised outturn preparation.
- Segregation of duties, payment controls, and fraud prevention.
- Audit readiness and decision traceability.
- Exercise: building a financial performance dashboard.

Day 10: Integrated Reporting and Capstone

- Communicating financial performance to executives and the board.



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- Building and structuring a board financial paper.
- Integrating analysis, budget, and appraisal into one narrative.
- Ethical judgement and transparency in financial reporting.
- Improving finance capability and succession planning.
- Lessons learned and action planning.
- Capstone: presenting an integrated finance and budgeting plan.

Conclusion

By successfully completing The 10-Day Advanced Finance & Budgeting Skills, participants will gain an integrated command of financial analysis, modelling, budgeting, cost control, capital appraisal, and treasury practice. They will acquire skills in three-statement modelling, driver-based forecasting, variance and target costing, investment appraisal, and financial governance that support confident decision-making. Gentex Training Center designs the programme to help finance professionals plan, control, and report with authority.

FAQs

Q1 What is the "The 10-Day Advanced Finance & Budgeting Skills" course about?

It builds a complete finance toolkit across analysis, budgeting, forecasting, cost control, capital appraisal, and financial governance. The course spans financial statement and cash flow analysis, financial modelling and forecasting, budget architecture, cost analysis and reduction, capital investment appraisal, treasury and liquidity, performance metrics, and integrated board reporting.





Q2 What are the key benefits of the "The 10-Day Advanced Finance & Budgeting Skills" course?

You gain an integrated, defensible method for financial planning and control. The course improves analysis and model quality, strengthens budgeting and forecasting discipline, sharpens cost control and investment appraisal, and equips you to report financial performance to executives and the board with confidence.

Q3 What skills will I gain from the "The 10-Day Advanced Finance & Budgeting Skills" course?

You will develop four core skills: financial statement and cash flow analysis, three-statement financial modelling with driver-based forecasting, budgeting and cost control with variance analysis, and capital appraisal with treasury and financial governance.



Q4 What tools, methods, or standards are covered in the "The 10-Day Advanced Finance & Budgeting Skills" course?

The course covers ratio analysis (profitability, liquidity, efficiency, gearing), common-size and trend analysis, DuPont analysis, earnings quality assessment, industry benchmarking, cash flow statement and free cash flow analysis, the cash conversion cycle, working capital funding analysis, cash forecasting, three-statement financial modelling, assumption architecture and linked schedules, scenario switches and sensitivity tables, forecast validation and model documentation, driver-based forecasting, incremental, zero-based, rolling and activity-based budgeting, budget calendar and templates, target setting and behavioural traps, resource allocation, budget committee review, cost classification, standard costing and standard setting, price, volume, mix and yield variance decomposition, activity-based costing (ABC), target costing and value engineering, root cause analysis and the 5 Whys, kaizen costing, cost of quality, operating leverage and break-even analysis, cost savings verification, incremental cash flow and relevant costing, payback and discounted payback, net present value (NPV), internal rate of return (IRR), cost of capital and weighted average cost of capital (WACC), hurdle rate setting, sensitivity, scenario and risk-adjusted appraisal, real options thinking, capital rationing and portfolio selection, cash pooling and sweeps and buffer policy, funding instruments and covenants, maturity matching and liquidity planning, foreign exchange exposure and hedging instruments, counterparty and bank credit risk policy, treasury policy limits and delegated authority, KPIs and dashboards, results-based management, the Balanced Scorecard, OKRs, management reporting packs, re-forecasting and revised outturn preparation, segregation of duties, payment controls and fraud prevention, and audit readiness and decision traceability.



Q5 How is the "The 10-Day Advanced Finance & Budgeting Skills" course applied in real-world practice?

Participants apply it to real work such as building a linked three-statement model, designing and running a budget cycle with committee review, investigating a material cost variance to root cause, appraising and defending a capital investment case, drafting a treasury policy, and presenting an integrated financial performance report to the board. The same methods support re-forecasting and audit preparation.