

FINANCE FOR NON-FINANCIAL PROFESSIONALS

“Master Financial Skills to Make Smarter Business Decisions.”

Schedule

Venue (InHouse)	Fees
At Your Organization Premises	Ask For The Quotation

► **Available delivery methods:** Face-to-Face & Online Training, In-House Training

Introduction

This 5-day course is designed to equip professionals without a financial background with essential financial knowledge and tools. By demystifying key financial concepts, statements, and performance metrics, participants will learn to interpret and use financial information confidently in their day-to-day roles. The program focuses on practical application, real-world examples, and interactive exercises to help professionals across departments contribute more effectively to financial planning, cost control, and strategic decision-making.

Objectives

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

- Understand and interpret key financial statements: income statement, balance sheet, and cash flow
- Analyze financial performance using common ratios and KPIs
- Develop and manage departmental budgets effectively
- Evaluate investment and business decisions using financial tools
- Apply financial thinking to improve cross-functional collaboration and business outcomes

Why Attend

- Gain practical financial skills relevant to your professional role
- Improve communication with finance teams and stakeholders
- Increase your impact on budgeting, cost management, and profitability
- Eliminate confusion around financial reports, metrics, and terminology
- Contribute confidently to strategic and financial discussions

Target Audience

This course is ideal for:

- Department heads, project managers, and team leads
- Engineers, marketers, HR professionals, and operations staff
- Administrators and coordinators in both public and private sectors
- Entrepreneurs and startup founders without formal finance training

Individual Benefits

Participants will develop:

- The ability to read and interpret financial statements
- Skills in budgeting, forecasting, and variance analysis
- Understanding of financial metrics and how they drive decisions
- Confidence in evaluating business proposals and investments
- Improved collaboration across finance and non-finance functions

Organizational Benefits

After completing the training, your organization will benefit from:

- More financially aware managers and staff
- Improved budgeting, cost control, and resource allocation
- Better decision-making and reduced financial risk
- Stronger alignment between strategic and operational teams
- Increased return on investments through informed project selection

Instructional Methodology

The course follows a blended and interactive format, including:

- Concept Briefings: Clear explanations of finance principles
- Case Studies: Real-world examples from multiple industries
- Workshops: Hands-on practice in budgeting, ratios, and decision tools
- Peer Discussions: Sharing insights and learning from others
- Tools & Templates: Budgeting worksheets, ratio calculators, and cheat sheets

Course Outline

DETAILED 5-DAY COURSE OUTLINE (Customizable)

Training Hours: 07:30 AM - 03:30 PM Daily Format: 3-4 Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 - 02:00

Day 1: Foundations of Finance

- Module 1: Importance of Finance in Every Role
- Module 2: Introduction to Financial Statements
- Module 3: The Accounting Equation and Financial Relationships

Day 2: Financial Statements in Action

- Module 4: Reading a Balance Sheet
- Module 5: Understanding the Income Statement
- Module 6: Cash Flow Basics and Why It Matters

Day 3: Budgeting and Cost Management

- Module 7: Building and Managing Departmental Budgets
- Module 8: Cost Structures and Control
- Module 9: Internal Financial Controls and Accountability

Day 4: Business Analysis and Decision Tools

- Module 10: Financial Ratios and KPIs for Managers
- Module 11: Evaluating Projects and ROI
- Module 12: Forecasting and Variance Analysis

Day 5: Integration and Practice

- Module 13: Cross-Department Financial Simulation
- Module 14: Applying Finance to Your Role
- Module 15: Review, Action Planning & Certification Ceremony

Certification

Participants who complete the program will receive a Certificate of Completion in Finance for Non-Financial Professionals, demonstrating their practical financial acumen and decision-making skills.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
- **Industry-Leading Faculty:** Courses delivered by seasoned professionals with hands-on experience.
- **Practical Insights:** Learn to turn theory into actionable strategies for real-world business impact.
- **Client-Focused Solutions:** Customized programs designed to achieve your organisation's unique goals.

In-House / Customized Training

Interested in running this course for your team?

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