

FUNDAMENTAL ACCOUNTING PRINCIPLES

"Empowering Non-Financial Professionals with the Language of Business"

Schedule

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

► **Available delivery methods:** In-House Training

Introduction

This 5-day hands-on training program provides participants with a clear and practical understanding of core accounting principles. From basic concepts to the preparation of financial statements, the course bridges the gap between accounting theory and real-world application. Designed specifically for those without a formal accounting background, it equips attendees with the knowledge to interpret financial information confidently and make better business decisions.

Objectives

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

- Understand and apply the basic principles of accounting
- Use the accounting equation and double-entry system to record transactions
- Prepare and interpret key financial statements
- Recognize and classify assets, liabilities, and equity
- Apply accrual accounting and make adjusting entries
- Analyze financial data to support operational decisions

Why Attend

- Gain fluency in financial terminology and statements
- Make informed decisions based on financial data
- Improve communication with finance teams and stakeholders
- Build your confidence in budgeting and reporting tasks
- Enhance your value in cross-functional roles

Target Audience

This course is ideal for:

- Non-financial managers and team leads
- Project managers and department heads
- Sales, marketing, HR, and operations professionals
- Entrepreneurs and startup founders
- Anyone seeking a solid foundation in accounting

Individual Benefits

Participants will gain:

- A practical, working knowledge of financial documents
- Confidence in reviewing budgets and forecasts
- Improved decision-making and strategic thinking
- Career advancement through stronger financial literacy

Organizational Benefits

Organizations will benefit from:

- Improved cross-department collaboration with finance teams
- More financially aware managers and team members
- Greater accuracy in budgeting and reporting
- Stronger alignment between operations and finance

Instructional Methodology

The course uses a blended learning approach including:

- Instructor-led sessions with real-world examples
- Group discussions and peer learning
- Hands-on accounting exercises and quizzes
- Financial statement analysis workshops
- Case studies based on common business scenarios

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 Accounting

- Accounting principles & terminology
- The accounting equation
- Double-entry bookkeeping

Day 2: Accounting Cycle & Financial Statements

- Journal entries & ledgers
- Trial balances
- Income statement, balance sheet, cash flow statement

Day 3: Assets, Liabilities & Equity

- Fixed assets, depreciation, amortization
- Payables, loans, and provisions
- Capital structure and retained earnings

Day 4: Accruals, Adjustments & Reporting

- Accrual vs. cash basis
- Adjusting entries and closing the books
- Interim and annual reporting

Day 5: Analysis & Practical Application

- Ratio analysis and interpretation
- Budgeting basics
- Final review and knowledge check

Certification

Participants will receive a Certificate of Completion upon successful participation in the course, recognizing their foundational competence in accounting principles and financial reporting.

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.
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- **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? Please contact us:	TEL: +601116373203	EMAIL: info@mawaevents.net
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