

FAST CLOSING MONTHLY AND YEAR - END ACCOUNTS TRAINING

"Accelerate Financial Closing Processes While Ensuring Accuracy and Compliance."

Schedule

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

Introduction

Efficient month-end and year-end closing are essential for timely and accurate financial reporting, regulatory compliance, and strategic decision-making. This course equips participants with practical skills to streamline closing procedures, reconcile accounts effectively, and produce reliable financial statements without delays.

Participants will gain hands-on experience in journal entries, accruals, prepayments, reconciliations, and reporting workflows, enabling finance teams to minimize closing time while maintaining high accuracy and control standards.

Objectives

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

- Understand structured month-end and year-end closing procedures.
- Implement strategies to accelerate financial closings.
- Perform account reconciliations accurately and efficiently.
- Process journal entries, accruals, and adjustments effectively.
- Prepare complete and compliant financial statements.
- Identify and correct discrepancies in financial reporting.
- Strengthen internal controls in closing processes.

Why Attend

Fast and accurate financial closing is critical for management reporting, decision-making, and regulatory compliance. This course provides finance professionals with practical tools and methodologies to enhance efficiency, reduce errors, and standardize closing processes, ultimately improving the overall performance of the finance function.

Target Audience

This course is suitable for:

- Accountants and Finance Officers
- Finance Managers and Controllers
- Internal Auditors
- Accounts Payable and Receivable Professionals
- Professionals responsible for monthly and year-end closing processes

Individual Benefits

- Acquire practical skills in fast and accurate account closing.
- Improve efficiency in reconciliations, journal processing, and reporting.
- Enhance problem-solving and analytical skills in accounting.
- Increase professional credibility in financial management roles.
- Gain confidence in handling month-end and year-end closing under tight deadlines.

Organizational Benefits

- Reduce time required for monthly and year-end closings.
- Improve accuracy and reliability of financial reporting.
- Strengthen compliance and internal control frameworks.
- Support timely decision-making through faster financial reporting.
- Build a high-performing finance team with standardized closing practices.

Instructional Methodology

- Instructor-led interactive sessions
- Hands-on exercises for journal entries, accruals, and reconciliations
- Real-world case studies and practical scenarios
- Group discussions on best practices for closing processes
- Continuous feedback and Q&A for applied learning

Course Outline

- Module 1: Overview of Monthly and Year-End Closing Processes
- Module 2: General Ledger Review and Trial Balance Preparation
- Module 3: Account Reconciliation Techniques
- Module 4: Processing Accruals, Prepayments, and Adjustments
- Module 5: Journal Entries and Corrections
- Module 6: Fixed Assets Accounting and Depreciation Entries
- Module 7: Preparation of Financial Statements – P&L, Balance Sheet, Cash Flow
- Module 8: Internal Controls and Compliance in Closing Processes
- Module 9: Best Practices for Fast and Accurate Financial Closings
- Module 10: Capstone Project – Simulated Month-End and Year-End Closing Exercise

Certification

Upon successful completion, participants will receive a Certificate in Fast Closing Monthly and Year-End Accounts, demonstrating their ability to accelerate financial closing processes, maintain accuracy, and ensure timely reporting for organizational decision-making.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
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- **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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