

## FAST CLOSING MONTH - END AND YEAR - END ACCOUNTS TRAINING

*“Streamline Your Financial Close Processes for Accuracy, Efficiency, and Timely Reporting.”*

### Schedule

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

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

### Introduction

The month-end and year-end closing processes are critical for accurate financial reporting, compliance, and strategic decision-making. This course equips participants with practical skills and methodologies to accelerate closing processes, ensure accurate account reconciliations, and produce reliable financial statements on time.

Participants will learn best practices in account reconciliation, journal processing, financial adjustments, and reporting workflows, enabling finance teams to reduce closing time, enhance accuracy, and strengthen internal controls.

### Objectives

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

- Understand the month-end and year-end closing processes and timelines.
- Implement structured approaches to accelerate financial closings.
- Reconcile accounts efficiently and accurately.
- Identify and correct discrepancies in financial statements.
- Prepare complete and compliant financial reports.
- Apply best practices in journal entries, accruals, and adjustments.
- Strengthen internal controls and reporting accuracy.

## Why Attend

Speed and accuracy in financial closing are crucial for management decision-making and regulatory compliance. This course provides participants with practical tools and hands-on techniques to streamline closing procedures, reduce errors, and improve reporting timelines, enhancing overall finance function performance.

## 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 month-end and year-end closing

## Individual Benefits

- Gain hands-on experience in fast and accurate account closing.
- Improve efficiency in financial reconciliations and reporting.
- Strengthen problem-solving and analytical skills in accounting.
- Increase professional competence and value in finance roles.
- Build confidence in managing critical closing tasks under tight deadlines.

## Organizational Benefits

- Accelerate month-end and year-end closing cycles.
- Reduce errors and improve accuracy in financial reporting.
- Enhance compliance and internal control measures.
- Improve timely decision-making through faster reporting.
- Build a high-performing finance team with standardized closing practices.

## Instructional Methodology

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

## Course Outline

- Module 1: Overview of Month-End and Year-End Closing Processes
- Module 2: Preparing General Ledger and Trial Balances
- Module 3: Account Reconciliation Techniques
- Module 4: Handling Accruals, Prepayments, and Adjustments
- Module 5: Processing Journal Entries Efficiently
- Module 6: Managing Fixed Assets and Depreciation Entries
- Module 7: Preparing Financial Statements – Income Statement, Balance Sheet, and 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 – End-to-End Month-End and Year-End Closing Simulation

## Certification

Upon successful completion, participants will receive a Certificate in Fast Closing Month-End and Year-End Accounts, demonstrating their ability to accelerate closing processes, ensure financial accuracy, and enhance reporting efficiency.

## 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?

Please contact us:

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