

FUNDAMENTALS OF ACCOUNTING TRAINING

“Build a Strong Foundation in Accounting Principles and Practices for Accurate Financial Management.”

Schedule

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

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

Introduction

Accounting forms the backbone of every organization’s financial management. This course provides participants with a comprehensive understanding of fundamental accounting principles, practices, and techniques.

Through hands-on exercises, practical examples, and real-world case studies, participants will learn how to record transactions, prepare financial statements, and interpret financial information, ensuring informed decision-making and compliance with accounting standards.

Objectives

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

- Understand the basic principles and concepts of accounting.
- Record business transactions accurately using journals and ledgers.
- Prepare trial balances and reconcile accounts.
- Develop financial statements including income statement, balance sheet, and cash flow statement.
- Interpret financial data to support decision-making.
- Apply basic accounting controls and best practices.
- Understand the fundamentals of taxation and regulatory compliance.

Why Attend

A solid understanding of accounting fundamentals is crucial for effective financial management, reporting, and strategic planning. This course equips participants with the skills needed to handle day-to-day accounting tasks, reduce errors, and make informed financial decisions.

Target Audience

This course is suitable for:

- Aspiring accountants and finance professionals
- Accounts assistants and bookkeepers
- Small business owners and entrepreneurs
- Non-finance professionals seeking accounting knowledge
- Anyone involved in financial reporting or management

Individual Benefits

- Gain practical knowledge of accounting principles and techniques.
- Improve accuracy in recording financial transactions.
- Develop the ability to prepare and interpret financial statements.
- Enhance analytical and decision-making skills.
- Build confidence in applying accounting practices in real-world scenarios.

Organizational Benefits

- Ensure accurate financial reporting and record-keeping.
- Strengthen internal controls and reduce errors.
- Improve compliance with accounting standards and regulations.
- Enhance financial decision-making at all organizational levels.
- Build in-house accounting capability for better operational efficiency.

Instructional Methodology

- Instructor-led interactive sessions
- Hands-on exercises in recording transactions and preparing statements
- Real-world case studies and practical applications
- Step-by-step guidance and tutorials
- Continuous feedback, Q&A sessions, and applied exercises

Course Outline

- Module 1: Introduction to Accounting – Principles, Concepts, and Standards
- Module 2: Recording Transactions – Journals and Ledgers
- Module 3: Trial Balance and Reconciliation of Accounts
- Module 4: Preparing Financial Statements – Income Statement, Balance Sheet, Cash Flow
- Module 5: Accounting Controls and Best Practices
- Module 6: Basic Taxation Principles and Regulatory Compliance
- Module 7: Analyzing Financial Statements for Decision-Making
- Module 8: Practical Exercises and Real-Life Case Studies
- Module 9: Common Accounting Errors and How to Avoid Them
- Module 10: Capstone Exercise – Preparing a Complete Set of Accounts

Certification

Upon successful completion, participants will receive a Certificate in Fundamentals of Accounting, demonstrating their ability to record, manage, and interpret financial transactions and statements effectively.

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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