

Fundamentals of Accounting and Finance for Non-Financial Professionals

1-Day Course



If your employees need to gain a better understanding of the “numbers side” of their jobs, this is the ideal learning experience for non-financial professionals at any level of any organization—public or private. This course provides an introduction to the most important fundamental elements of accounting and finance, taught in a way that can be readily absorbed and understood by someone with a limited background.

Can be offered online or in-person...your site or on-campus.

Receive an Overview*

Financial Accounting for interpreting and analyzing financial statements, including:

- Generally accepted accounting principles (GAAP)
- Frameworks other than GAAP, such as International Standards, the Financial Reporting Framework for Small and Medium-Sized Entities, Cash Basis, and Tax Basis
- The fundamental bookkeeping processes
- Financial statements: balance sheet, income statement, statement of owner's equity (contributed capital and retained earnings)
- How to interpret an annual report

Management Accounting for effective internal decision-making, including:

- Managerial accounting and reporting concepts
- The critical importance of having adequate cash flow
- Cost-volume-profit analysis (CVP) to cut costs and improve profitability
- Cost analysis for planning, control and decision-making
- Activity-based costing (ABC)
- Capital budgeting techniques
- Return on investment (ROI)
- How the stock market and bond market work

* Content can be adjusted to meet your employees' needs.

“Fundamentals of Accounting and Finance for Non-Financial Professionals was hugely beneficial. I will take the knowledge and begin using it immediately.”

- Timothy Bullock,
Branch Manager,
Intelligent Access Systems

“As a non-financial professional I got to see and learn other sides of the business end of accounting.”

- Tom Gannon,
Inventory Control Analyst,
Biogen

Earn Continuing Education Credits

This course provides 0.6 CEUs/6 PDHs/6 AIA LUs/6 PDU's.