

# Budgets & Cash Flow

Everyday businesses deal with budgets and financial reports in some form or fashion. At minimum, business managers review budget numbers and run financial reports for decision-making and reporting to shareholders once a month. Many companies devote the last few months of the calendar year to creating budgets for the next calendar year. In addition, organizations create and disseminate year-end financial reports to investors.

## Modules

- What is Finance?
- Identify financial terminology
- Understand Financial Statements
  - Balance Sheets
  - Income Statements
  - Statement of Cash Flows
- Analyzing Financial Statements
  - Calculating ROI
- Understanding Budgets
- Budgeting made easy
- Advanced Forecasting Techniques
  - Using the Average
  - Regression Analysis
  - Extrapolation
  - Formal Financial Models
- Managing the Budget
- Making Smart Purchasing Decisions
- Identify the legal aspects of finances

## Learning Outcomes

The Budgets & Cash Flow workshop will give the participants a basic understanding of key terms like ROI, EBIT, GAAP and extrapolation & commonly used financial terms, financial statements, budgets and laws that regulate the handling of financial information.



## 2 Day Workshop

### Getting Started

- Icebreaker
- Housekeeping Items
- The Parking Lot
- Workshop Objectives

### Wrapping up

- Activities
- Words from the Wise
- Review of Parking Lot
- Lessons Learned