301-258-8200 | Sales@PhoenixTS.com | www.PhoenixTS.com

View Full Course Details including Latest Schedule Online

PHOENIX TS

Budgets Training

This training course will be your first step toward more effective financial management.

BONUS! Cyber Phoenix Subscription Included: All Phoenix TS students receive complimentary ninety (90) day access to the Cyber Phoenix learning platform, which hosts hundreds of expert asynchronous training courses in Cybersecurity, IT, Soft Skills, and Management and more!

Course Overview

Phoenix TS' instructor-led Budgets course teaches participants a solid understanding of the Federal Workplace's basic financial terms and methods. This training will address:

- Commonly used terms
- Financial statements
- Budgets
- Forecasting
- Purchasing Decisions
- Financial Legislation

There are no prerequisites for this class.

Schedule

Currently, there are no public classes scheduled. Please contact a Phoenix TS Training Consultant to discuss hosting a private class at 301-258-8200.

Course Outline

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Getting Started

- Housekeeping items
- The parking lot
- Workshop objectives
- Action plans and evaluations

Glossary

- What is finance?
- Commonly used terms
- Key players
- Important financial organizations
- Understanding GAAP
- Case study
- Review questions

Understanding Financial Statements

- Balance sheets
- Income statements (AKA profit & loss statements)
- Statement of retained earnings
- Statement of cash flows
- Annual reports
- Case study
- Review questions

Analyzing Financial Statements (I)

- Income ratios
- Profitability ratios
- Liquidity ratios
- Working capital ratios
- Bankruptcy ratios
- Case study
- Review questions

Analyzing Financial Statements (II)

- Long-term analysis ratios
- Coverage ratios
- Leverage ratios
- Calculating Return on Investment (ROI)
- Case study
- Review questions

Understanding Budgets

- Common types of budgets
- What information do I need?
- Who should be involved?
- What should a budget look like?
- Case study
- Review questions

Budgeting Made Easy

- Factoring in historical data
- Gathering related information
- Adjusting for special circumstances
- Putting it all together
- Computer based methods
- Case study
- Review questions

Advanced Forecasting Techniques

- Using the average
- Regression analysis
- Extrapolation
- Formal financial models
- Case study
- Review questions

Managing the Budget

- How to tell if you're on track
- Should your budget be updated
- Keeping a diary of lessons learned
- When to panic
- Case study
- Review questions

Making Smart Purchasing Decisions

- 10 questions you must ask
- Determining the payback period
- Deciding whether to lease or buy
- Thinking outside the box
- Case study
- Review questions

A Glimpse into the Legal World

- A brief history
- The Sarbanes-Oxley Act
- CEO/CFO certification
- 8th Company Law Directive
- Case study
- Review questions

Wrapping Up

- Words from the wise
- Parking lot
- Action plans and evaluations

Budgets Training FAQs

Who should take this class?

This course is intended for those who are responsible for a budget and who would like to get better at

understanding and managing a budget.

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Phoenix TS is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints re-garding registered sponsors may be submitted to the National Registry of CPE Sponsors through its web site: www.nasbaregistry.org

Starting at **$1,095**

ATTENTION

For GSA pricing or Contractor quotes call 301-258-8200 – Option 2.

GSA

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Price Match Guarantee

We'll match any competitor's price quote. Call us at 240-667-7757.

This **Budgets Training** course includes:

- 1 day of instructor-led training
- Budgets Training book
- Notepad, pen and highlighter
- Variety of bagels, fruits, doughnuts and cereal available at the start of class*
- Tea, coffee and soda available throughout the day*
- Freshly baked cookies every afternoon*

**denotes this benefit is only available at participating locations.*