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PHOENIX TS

Effective Resource Management Training

This training helps participants effectively manage resources, use techniques for financial management, and learn how to analyze financial information and communicate organizational and strategic plans.

Due to Covid-19 safety restrictions PhoenixTS will temporarily be unable to provide food to our students who attend class at our Training Center; however, our Break Areas are **currently open** where students will find a constant supply of Coffee, Tea and Water. Students may bring their own lunch and snacks to eat in our breakrooms or at their seat in the classroom or eat out at one of the many nearby restaurants.

Course Overview

This 1-day, instructor-led course will help participants effectively manage their resources. This training will address:

- Relating the organization's mission to the allocation of financial resources
- Understanding techniques for financial management
- Analyzing financial information
- Communicating organizational and strategic plans

Course Outline

Course Overview

Finance Jeopardy

The Fundamentals of Finance

- Generally Accepted Accounting Principles
- Your Role in Company Finances

The Basics of Budgeting

- Defining a Budget
- Types of Budgets
- Understanding Where Your Budget Fits In

Parts of a Budget

The Budgeting Process

- Step One: Gather the Budget Package
- Step Two: Lay the Groundwork
- Step Three: Identify Your Goals
- Step Four: Gather Your Resources
- Step Five and Six: Planning and Doing

Monitoring and Managing Budgets

- Making Connections

Crunching the Numbers

- Understanding a Ratio Analysis
- Making Connections

Getting Your Budget Approved

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Starting at **\$1,095**

ATTENTION

For GSA pricing or Contractor quotes call
[240.667.7757](tel:240.667.7757)



Price Match Guarantee

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

Included in this **Effective Resource Management Training**

- 1 days instructor-led training
- Effective Resource Management Training 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*

