Certificate in Finance for Non-Finance Managers

Program Overview

Comprising 4 courses and 80+ hours of online learning, the GLOBAL CERTIFICATE IN FINANCIAL MANAGEMENT is designed to enable ***experienced managers,*** to acquire the skills and knowledge to analyse financial performance and make financial decisions effectively.

You will learn the fundamentals of financial and management accounting, including financial statements, profit and loss accounts, and balance sheets. You will also learn how to manage the budgeting processes in your business unit, to ensure the process function effectively and efficiently.

Learning Format

The program is delivered through:

- **Online Learning** through the Global E-Learning Portal (participants have access to the portal for **6 months** from the date of registration.
- **Assessment** comprising short on-line quizzes for each course. ***No formal written assessment is required.***
- Participants must complete **all 4** of the courses in the program to qualify for the certificate.
- Each course takes approximately **20 hours** to complete.
- **Tutor Support** is available through email, web conferencing and phone, throughout your program.

Certification

On completion of the program, all participants will be sent a Global Management Academy Parchment Certificate,

ILM Qualifications

Candidates can elect to upgrade their Global Certificate to an ILM qualification by completing written assignments for each of the courses in the program. Contact us for more information.

PROGRAM CONTENT	
COURSE 1	**UNDERSTAND FINANCIAL MANAGEMENT** Unit 1: Getting Started Unit 2: Managing Business Finances Unit 3: The Manager's Role Unit 4: Sources of Finance Unit 5: The Balance Sheet Unit 6: The Income Statement Unit 7: The Cash Flow Statement Unit 8: Understanding Budgets Unit 9: Managing the Budget Unit 10: Wrapping-up
Course 2	**BUDGETARY PLANNING AND CONTROL** Unit 1: Getting Started Unit 2: Understanding Budgets Unit 3: Budgeting and Business Planning Unit 4: The Budgeting Process Unit 5: Finalizing (Consolidating) the Budget Unit 6: Controlling the Budget Unit 7: Budgeting Best Practices Unit 8: Wrapping up
Course 3	**INTERPRETING FINANCIAL STATEMENTS** Unit 1: Getting Started Unit 2: Sources of Business Finance Unit 3: The Balance Sheet Unit 4: The Income Statement Unit 5: The Cash Flow Statement Unit 6: Profitability Ratios Unit 7: Liquidity and Activity Ratios Unit 8: Leverage Ratios Unit 9: Value and Investment Rations Unit 10: Wrapping-up
Course 4	**MAKING A FINANCIAL CASE** Unit 1: Getting Started Unit 2: The rationale for a business case. Unit 3: The format of an effective business case. Unit 4: Assessing and Defining the Business Need Unit 5: Identifying viable solution options Unit 6: Evaluating Solution options Unit 7: Making the Financial Case Unit 8: Presenting the Recommended Solution Unit 9: Managing the Investment Unit 10: Wrapping-up