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# Course: Integrating Budgeting, Forecasting and Business Planning

Code	City	hotel	Start	End	price	Hours
442	Vienna (Austria)	Hotel Meeting Room	2024-11-18	2024-11-22	5450 €	25

## Why Choose this Course?

This course will provide not only the theoretical background but also the necessary skills to build world class standards into your planning, budgeting, performance measurement and reporting system. The course will concentrate on imparting to delegates how to learn the concepts, processes, and techniques of budgeting and business planning in order to be better able to carry out their budgeting and business planning tasks and responsibilities.

By combining techniques analysis, problems and examples with real case studies the course provides delegates with key cost awareness and budgetary skills, which is essential in managing and controlling processes/projects in times of increasing global competition where the budgets are inextricably linked with both strategy formulation and cost analysis.

### This course will feature:

- Budgets and Strategy in Today's International Environment
- The Business Plan and Budget Development
- Analysing the Applicability of Historical Data Using Excel®
- Using Activity-Based Budgeting and Cost Analysis Techniques
- Capital Budgeting and Project Appraisal

## What are the goals?



## **By the end of this course, participants will be able to:**

- Build an integrated planning, budgeting and reporting process
- Understand costs behaviour more accurately
- Deliver more timely and useful information to decision makers
- Improve you the budgeting/financial skills required for better decision-making
- Appreciate the need to link projects within budgets

## **Who is this course for?**

The course is designed for anyone involved in the budget and business planning process within their organisation. It is equally appropriate for those who manage projects and who wish to have a greater understanding of how budgets, business plans, and projects interlink.

This course is suitable to a wide range of professionals who have budgetary control and are involved in the business planning process, including, but not limited to:

- Professionals who require a more in-depth understanding of integrated planning & budgeting techniques
- Accountants responsible for budget preparation & management reporting
- Financial Planners and Cost Analysts
- Line heads with direct planning and budgeting responsibility
- Professional advisers, Account Personnel and Business Consultants

## **How will this be presented?**

This course will utilise a variety of proven adult learning techniques to ensure maximum understanding, comprehension and retention of the information presented. This will include presentations delivered in a highly participative style with discussion, practical exercises and team-based case studies.



The course will provide the practical tools and techniques necessary for the development of budgets, forecasts and business plans. It will provide a real-world practical context by incorporating worked examples, case studies, and Excel© models so that you will see how theory applies in practice and discuss the various issues raised.

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## **The Course Content**

### **Day One : Budgets and Strategy in Today's International Environment**

- Organizational planning framework
- The product / information / decision support cycle
- Strategic, tactical, and operational forecasts
- The strategic approach to business planning
- Various strategic and tactical approaches to business planning
- The international business environment

### **Day Two : The Business Plan and Budget Development**

- Developing the business plan
- Identification of key value drivers
- Achieving objectives
- Zero base budgeting
- Activity based budgeting
- Developing the Cash Budget

### **Day Three : Analysing the Applicability of Historical Data Using Excel®**

- Problems of forecasting
- Using historical data to help predict the future
- Forecasting



- Development of Time Series Models
- Using Regression Analysis as a predictor and estimator
- Mastering the use of Exponential Smoothing as a Data Analysis tool

#### **Day Four : Using Activity-Based Budgeting and Cost Analysis Techniques**

- Cost behaviour and breakeven analysis
- Activity based costing
- Budgeting for Processes rather than Departments
- Defining Key Cost Drivers
- Defining Key Activities
- Developing the Activity-Based Budget

#### **Day Five : Capital Budgeting and Project Appraisal**

- Identify the various types of capital projects
- Discuss the capital project evaluation process
- The impact time has on the value of money
- Using WACC and ROIC as benchmarks
- Development of the “Hurdle Rate” for capital projects
- Evaluate capital projects by applying NPV, IRR, ARR Payback model



**The Scandinavian Academy for Training and Development employs modern methods in training and skills development, enhancing the efficiency of human resource development. We follow these practices:**

• **Theoretical Lectures:**

- We deliver knowledge through advanced presentations such as PowerPoint and visual materials, including videos and short films.

• **Scientific Assessment:**

- We evaluate trainees skills before and after the course to ensure their progress.

• **Brainstorming and Interaction:**

- We encourage active participation through brainstorming sessions and applying concepts through role play.

• **Practical Cases:**

- We provide practical cases that align with the scientific content and the participants specific needs.

• **Examinations:**

- Tests are conducted at the end of the program to assess knowledge retention.

• **Educational Materials:**

- We provide both printed and digital scientific and practical materials to participants.

• **Attendance and Final Result Reports:**

- We prepare detailed attendance reports for participants and offer a comprehensive program evaluation.

• **Professionals and Experts:**

- The programs scientific content is prepared by the best professors and trainers in various fields.

• **Professional Completion Certificate:**

- Participants receive a professional completion certificate issued by the Scandinavian Academy for Training and Development in the Kingdom of Sweden, with the option for international authentication.

• **Program Timings:**

- Training programs are held from 10:00 AM to 2:00 PM and include coffee break sessions during lectures.