

Managing Budgets

Duration: 1 Day

Venue: Cardiff

Book Today Get the most out of your Budget

Overview

One of the ways in which organisations attempt to achieve their strategic objectives is by preparing budgets, then monitoring actual performance against them. A budget can be described as a plan set out in monetary terms, prepared and approved prior to a defined period of time, and usually showing either or both the planned income to be generated and the expenditure to be incurred during that time period. This course explores how you prepare, create and monitor a budget.

Who should attend

Individuals who need to understand the importance of setting, controlling and presenting budgets.

What's Next

Credit Control
Finance for Non Financial Managers

Content

- What is a budget?
- Budget preparation
- Zero-based budgeting (ZBB)
- Calculation and analysis of variances
- Flexible budgets
- Presentation of budgets
- Using spreadsheets
- Business plans and the role of budgeting
- The mechanics of budget preparation including ZBB
- Budgetary responsibility within organisations
- How budgets are used by organisations throughout their life cycle
- Variance analysis: calculation, interpretation and corrective action
- How to prepare and use flexible budgets
- Budget presentation

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