XCELERATE TRAINING INSTITUTE

your learning & development partner

ACCOUNTING & FINANCE

Fundamentals of Accounting Training Course

DURATION	LANGUAGE	FORMAT
10 days	**English**	**Classroom / Online**

Upcoming dates

Dates	Venue	Format	Fee
18 – 29 Jan 2027	Live online	Online (live)	**€1,800**
26 Jul – 6 Aug 2027	Live online	Online (live)	**€1,800**
23 Aug – 3 Sep 2027	Berlin	Classroom	**€8,250**

Register or ask a question

Online: x8ti.com/course/fundamentals-of-accounting-training-course/

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Fundamentals of Accounting Training Course

Introduction

Accounting is a fundamental skill used in everyday life, often subconsciously. From personal budgeting to managing bills and planning future finances, accounting principles are applied regularly. It's a misconception that accounting is only for accountants; it's a vital life skill for everyone, especially business managers. Understanding accounting helps avoid financial mismanagement and ensures informed decision-making.

Learning Objectives

Upon completing this course, participants will:

- Recognize the importance of accounting information in business.
- Understand the multifaceted nature of accounting and its applications.
- Read and interpret financial statements proficiently.
- Be aware of various accounting concepts and conventions.
- Comprehend the components and preparation of financial statements.
- Utilize accounting information in management functions like planning, organizing, directing, and controlling.
- Apply accounting skills in tax planning.
- Achieve coordination among departments through smooth financial information flow.

Training Methodology

This course will include:

- Interactive lectures
- Solving practical problems
- Case studies
- Presentations
- Group discussions
- Query-solving sessions
- Use of latest tools

Benefits for Your Organisation

Organizations will benefit from:

- Relevant presentation of accounting information to different departments.
- Enhanced planning through budget preparation, future projections, and revenue forecasting.
- Efficient inventory management through timely valuation and quantification of stocks.
- Financial health assessment by analyzing profitability and business position.
- Meeting cost objectives through cost-cutting and control.
- Regulatory and statutory compliance assistance.
- Business growth analysis and competitive positioning.

- Effective cash management and adequate liquidity maintenance.
- Coordination among departments through continuous financial information flow.

Benefits for You

Participants will gain:

- Proficiency in comprehending and reviewing financial statements.
- Understanding of technical accounting jargon and terminology.
- Ability to track expenses and revenues accurately.
- Skills to analyze financial statements for sound investment decisions.
- Expertise in personal financial planning through analysis of personal financial statements.

Who Should Attend

This course by Xcelerate Training Institute is ideal for:

- Entrepreneurs, small business owners, and start-up founders
- HR, marketing, production, and finance executives and managers
- Accounting assistants
- Retail investors
- Financial analysts
- Relationship managers
- Financial advisors
- Financial planners

Course Outline

Understanding Basics of Accounting

- Introduction to Financial Accounting
- Users of Financial Statements
- Double Entry System
- Generally Accepted Accounting Principles
- Key Accounting Terminology

Capturing Data for Financial Accounting

- Accounting Cycle
- Chart of Accounts
- Distinction Between Capital and Revenue Expenditure
- Cash and Accrual Accounting Systems
- Posting to General Ledgers
- Journal Entries
- Accounts Receivable / Accounts Payable Ledgers
- Bank Reconciliation / Cash Reconciliation
- Provisions

- Depreciation
- Inventory Valuation

Case Study – 1

- Examples of Double Entry Transactions
- Journal Entries
- General Ledger
- Trial Balance

Components of Financial Accounts

- Balance Sheet
- Income & Expenditure Account
- Cash Flow Statement
- Statement of Changes in Equity
- Notes to Financial Statements

International Accounting & Reporting Standards

- International Accounting Standards (IAS)
- International Financial Reporting Standards (IFRS)
- Generally Accepted Accounting Principles (GAAP)

Analyzing Financial Statements

- Ratio Analysis
- Vertical P&L and Balance Sheet
- Horizontal P&L and Balance Sheet

Capital Expenditure

- Capital Investment Appraisal
- Return on Investment
- Payback Period
- Net Present Value
- Internal Rate of Return
- Lease or Buy Decisions

Budget Process and Management

- Preparation of Master Budget
- Fixed vs. Flexible Budgets
- Quarterly Reviews
- Forward Planning
- Budget vs. Actual Comparison
- Zero-Based Budgeting

Cost Accounting

- Total Absorption Costing
- Marginal Costing

- Contribution Margin
- Break-even Analysis
- Sensitivity Analysis
- Variance Analysis (Price, Quantity, Mix Variance)
- Management Accounting

Case Study – 2

- Understanding Financial Statements of a Listed Company

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Registration Form

Fundamentals of Accounting Training Course

Preferred dates: ..... Venue or online: .....

Duration: 10 days Language: .....

Please complete and email this form to us, or register online. We confirm your place and send the invoice within one working day.

Delegate information

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Official email: ..... Personal email: .....

Company information

Company name: .....

Address: .....

City / country: ..... VAT / tax number: .....

Person responsible for training & development

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Email: .....

Payment

☐ Please invoice me ☐ Please invoice my company

Signature: ..... Date: .....

Call
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Email this form
info@x8ti.com

Register online
Open the course page