



The Leadership
INSTITUTE

FINANCE FOR NON-FINANCE MANAGERS 2024

Learn how to understand, analyse and
evaluate key financials

Melbourne:	05th March 2024
Sydney:	07th March 2024
Brisbane:	29th February 2024
Perth:	27th February 2024
Online:	12th March 2024

About this Course

Financial literacy is a core competency of every manager. As your career develops, understanding finance becomes even more important. Every career requires an awareness of financial management, statements, budgeting, revenue and analysis.

Finance for Non-Finance Managers will give you the skills to participate in financial management with confidence. You will understand critical financial terms, read financial statements, discern trends in financial performance and use that knowledge to achieve. You will become an invaluable asset to your company, being equipped to add value to your division and fast-track your career.

Your Expert Facilitator



LINDSAY DEWBERRY, Managing Director, **Panache Training & Consulting**

Lindsay has held a variety of senior accounting and management roles across several national banks and fund management firms before establishing Panache Training & Consulting in 2000.

Heavily involved in the development and delivery of training programs across a diverse range of workplace and tertiary education environments, Lindsay boasts significant expertise in the areas of performance measurement and external accounting.

His cross-industry experience includes the financial services, hospitality, federal and state governments, not-for-profit and manufacturing sectors, with a significant client base across both large and small organisations.

Some of the organisations Lindsay has consulted with include NAB, ANZ, MLC, Telstra, Coles Myer, Tabcorp, Nine Entertainment Co, Disney Australia, CSL, Limited, Colonial First Aid Global Asset Management, TNT, Transurban, Mercedes Benz, Australian Catholic University, Deakin University, Relationships Australia, NSW Health, Melbourne Water, Attorney General's Department, Victorian Department of Human Services, and the Department of Defence. His major focus over the last 5 years has been the development and facilitation of accounting and financial services related training.

Key Benefits Of Attending

FOR YOU:

- Increase your understanding of important financial terms
- Analyse and interpret financial statements accurately Improve your budgeting ability for key items such as revenues and expenses
- Meet and surpass financial objectives through Appreciate how costs behave to more effectively manage them

FOR YOUR ORGANISATION:

- Improve decision making through by understanding financial statements
- Streamline communication between finance and non finance departments
- Increased ability to use accounting reports
- Manage key budgets such as revenues and expenses Expanded awareness of clients' and suppliers' financial positions

PLUS: Enhance your standing as a competent well rounded employee who can participate in all aspects of decision making

Who Should Attend

This financial management training course is designed for all employees, from senior executives down to the core, line manager functional roles who require an understanding of the financial drivers of business, from any industry or particular sector:

- CEOs and executive staff from non-financial backgrounds
- Senior managers and operational staff General Managers
- Project Managers
- IT Managers Business Analysts Sales Managers Marketing Managers

PLUS: Those seeking to better understand the fundamental principles of finance in all levels of the NFP, private and government sectors.

Physical Course Logistics:

MELBOURNE: 05TH MARCH

123 Queen Street,
Melbourne, Victoria
3000 Australia

Karstens Training Centre

SYDNEY: 07TH MARCH

Level 1, 111 Harrington Street,
Sydney, New South Wales
2000 Australia

Karstens Training Centre

BRISBANE: 29TH FEBRUARY

Level 24, 215 Adelaide Street,
Brisbane, Queensland
4000 Australia

Karstens Training Centre

PERTH: 27TH FEBRUARY

Level 1, 111 St. Georges Terrace,
Perth Western
6000 Australia

Karstens Training Centre

Running events in 'Covid Normal'

We're all super excited to be delivering physical events again – kicking off with our training host of masterclasses and training courses.

Safety is of course a priority as we come into Covid Normal. So that you can feel safe and confident in attending our physical courses, we will be implementing the below precautions at all of our events.



Clear signage at venue



Contact tracing. We will be integrating our registration process with contract tracing system each state and territory has implemented.



Social distancing as per government recommendations and incorporated into seating plans



COVID-19 Safe catering



Temperature checks at venue. In accordance with government advice and guidelines, we will be conducting temperature checks at entry.



Hygiene facilities provided throughout the event

Online Course Logistics:

12TH MARCH 2024

Join us while we deliver 21st century solutions for 21st century events!

What you'll need for the best experience



Computer and stable internet connection



Quiet Room or office recommended



Webcam enabled computer (we want you to turn your camera on!)



Headphones with microphone to network and ask questions verbally



Compatibility with the Zoom or Webex conferencing platforms

MASTERCLASS AGENDA

8:30AM: REGISTRATION | 9:00AM: START

MORNING SESSIONS

Understanding Financial Statements

- Accounting terminology within Financial Statements
- The role and content of the Income Statement, Balance Sheet and Cash Flow Statement,
- The Income Statement: Understanding the layers of profit and key terminology
- The Balance Sheet: Assets, liabilities and equity explained; the differences between current and noncurrent items
- The Cash Flow Statement: The differences between operating cash flow, investing cash flow and financing cash flow

Analysing and Interpreting Financial Statements

- Understanding vertical analysis
- The power of ratio analysis using:
 - Performance ratios
 - Liquidity ratios
 - Leverage ratios
- Case study analysis of ratios and implications of ratios

AFTERNOON SESSIONS

Planning and Budgeting Frameworks

- Understanding planning processes
- Where does budgeting fit in
- Understanding revenue cost behaviour
- Budgeting for operational revenues and costs
- Forecasting
- Monitoring and control processes

Capital Budgeting And Investment Analysis

- Treatment of capital expenditure
- Capital expenditure budgeting analysis tools
- Payback periods
- Discounted Cash Flows, Net Present Value (NPV), Internal Rate of Return (IRR)
- Hurdle rates, cost of capital and required rates of return

5:30PM: CLOSE OF TRAINING COURSE

For the in person training courses, lunch, morning and afternoon tea will be provided for all attendees. Morning tea will be at 10:30am, lunch will be at 12:30pm afternoon tea will be at 3:30pm. Please let The Leadership Institute know if you have any dietary requirements a minimum of 5 working days before the event.

Pricing

PLEASE NOTE: PRICES EXCLUDE GST

	FIRST IN Register and pay before 27th October 2023	EARLY BIRD Register and pay before 15th December 2023	STANDARD Register and pay after 15th December 2023
MELBOURNE: 05TH MARCH	\$999	\$1,099	\$1,199
SYDNEY: 07TH MARCH 2024	\$999	\$1,099	\$1,199
BRISBANE: 29TH FEBRUARY 2024	\$999	\$1,099	\$1,199
PERTH: 27TH FEBRUARY 2024	\$999	\$1,099	\$1,199
ONLINE: 12TH MARCH 2024	\$899	\$899	\$899

Group Discounts

Looking to send more than 1 team member? Interested in bringing a colleague along? Learning is always better when done in teams (and your company gains more value too!) Take advantage of our group discounts:

- Register 3 attendees and get a **5% discount**
- Register 4-5 attendees and get a **10% discount**
- Register 6 or more and get a **15% discount**

Terms and Conditions

CHANGES TO EVENTS (COVID – 19 & BEYOND)

Many events this year have inevitably been postponed or cancelled due to State and Federal Government mandated shutdowns. We are doing our best to ensure that these events will go ahead on postponed dates and via livestreaming mechanisms. In the event that your registration or participation in an event has been postponed, The Leadership Institute offers flexible tickets and credit notes to all clients that have been impacted. Given the financial and economic impact of COVID – 19, TLI is unable to offer a financial refund for events that have been affected by COVID – 19.

A tremendous amount of effort is spent to ensure all of TLI events proceed as originally marketed. It is with regret that circumstances beyond TLI control can prevent this from happening. As such, TLI reserves the right to change the speaker and/or agenda details at any time throughout the marketing lifecycle of an event. TLI will diligently minimise the risks of changes to any event and will always ensure events deliver the content that is advertised. TLI will notify all participants of any changes in a timely manner leading up to an event.

CANCELLATION POLICY

If you are unable to attend an event, TLI accepts substituted attendees in your place at no additional cost. Please advise us of any substitutions as soon as possible. Alternatively, you may transfer your registration to another event run by TLI.

Cancelled registrations must be emailed to info@theleadershipinstitute.com.au as soon as possible. A credit note will be issued valid for use towards any future event within the following 12 months following date of issuance. Cancellation notifications received less than 14 days from the event running will receive a credit note to the value of the registration fee less a service fee of \$300.

The Leadership Institute does not provide refunds for cancellation.

It is not possible for multiple people to attend within any day of the event on a single registration. Split tickets, i.e. a different person attending each day of the event, can be arranged. Please call or email us to arrange the details.

If an event is cancelled or rescheduled, TLI will ensure all stakeholders are contacted. If an event is cancelled or you are unable to attend the rescheduled event, you will be issued with a credit note valid for use towards any future TLI event held in the twelve months following date of issuance.

CREDIT NOTES

In the event of issuance of credit notes, holders are entitled to use this credit towards ANY TLI event which can accommodate additional delegates. Credit notes must be used within 12 months from the date of issue to avoid expiry.

CUSTOMER PRIVACY

TLI takes diligent action to ensure all client details are protected. Furthermore, we respect our customer's right to 'opt out' of our various promotional activities for relevant, upcoming events. If you do not want to receive further information about our upcoming conferences, training courses and learning experiences, please email us at info@theleadershipinstitute.com.au

ONCE YOU ARE REGISTERED, WHAT IS THE NEXT STEP?

When you have registered for an event, and that registration has been received by TLI, you will be sent a confirmation email. This will include your invoice and any relevant information regarding the event you are registered for. TLI will regularly keep you updated regarding the events for which you have registered. If you require any further information visit our website at: info@theleadershipinstitute.com.au or call us on (02) 8294 2044.