

BUDGETING PRACTICE AND CASH FLOW FORECASTING TECHNIQUES

PENANG 14 AUGUST 2020

INTRODUCTION

This workshop introduces the business planning and budgeting framework as well as the cash flow forecasting for the accountant and business planner. Learn the right approach and techniques used in budgeting for effective resource planning to meet and achieve the company's corporate strategy.

LEARNING OUTCOMES

- Recognise the business planning process, preparation and evaluate strategy using economic earning approach.
- Learn how to prepare effective business plan.
- Apply the budgeting framework and link the budget to the business plan to achieve the company's objective.
- Learn the approach to develop budget guideline, budget assumption, sales forecasting techniques and operating expenses budget.
- Learn the major weakness and alternative techniques of budgeting system.
- Explore the approach in preparing cash flow and ways to resolve cash deficit.

WHO SHOULD ATTEND

Head of department and staff who are involved in the preparation of budget, accountant, business planners, business owners and finance executive.

PRESENTER

Mr Kenneth Tam

All our workshops are available via in-house training.

EARLY BIRD SPECIAL

Enjoy **10%** savings when you register online at least **one** month before the workshop date.

EVENT DETAILS

Friday 14 August 2020

TIME
9.00am – 5.00pm

VENUE
Berjaya Hotel Penang
1-Stop Midlands Park
Jalan Burmah
10350 Georgetown
Penang

FEE (inclusive of 6% Service Tax, lunch and tea-breaks)
Member: RM349.80
REP/Member staff: RM455.80
Non-member: RM583.00



LEVEL
COMPETENT

CLAIM UP TO
8 CPD HOURS



BUDGETING PRACTICE AND CASH FLOW FORECASTING TECHNIQUES

KEY TOPICS COVERED

Importance of business planning framework in the budgeting process

- Business assessment
- Market attractiveness and competitive position analysis
- Setting organisation goal and objectives
- Pitfall to avoid in business planning process

How to evaluate strategy and develop business plan

- Generate strategy option
- Evaluate and select best strategy using Economic Earning concept
- Develop business plan based on selected strategy
- KPI setting for performance measurement

Approach of budget preparation

- Develop budget guideline and time table
- Develop realistic and budget assumption
- Stages in budgeting process
- Role of budget review committee

How to prepare operating expenses budget and project budget

- Budget by cost centre and budget transfer
- Material usage and production budget
- Sales forecasting techniques
- General and administrative overhead

Alternative approach of budget system

- Incremental budgeting
- Zero-based budgeting
- Rolling budget
- Fixed budget system
- Flexible budget system

Cash flow forecasting and planning

- Budgeted accounting ratio based on account receivable and payable
- Schedule payment of tax, dividend, loan repayment and interest payment
- Capital expenditure schedule payment
- How to resolve cash flow deficit

SPEAKER'S PROFILE

MR KENNETH TAM FOOK CHEONG

Kenneth has more than 31 years' of corporate experience in the field of finance and accounting. From 1980 to 2008 he held various managerial positions in a global company, one of the Fortune 500 companies. He is also a regular speaker for seminar, workshop, and in-house training organised by management consulting firms and professional accountancy bodies.

Since 2009 Kenneth became a full-time learning consultant, he has also been lecturing extensively in various university colleges for the past 29 years in strategic financial management, performance measurement and financial reporting for professionals examination boards namely ACCA, MICPA, CIMA, ICSA and ICAA. Currently, he is also a local counsellor in the Finance Module of three MBA learning programmes.

REGISTRATION FORM

Save 10% on workshops when you register online at cpaaustralia.com.au/malaysiatraining. You can also return completed form to CPA Australia.

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1 PARTICIPANT DETAILS

PARTICIPANT 1		Attending as	<input type="checkbox"/> Member	<input type="checkbox"/> REP / Member staff	<input type="checkbox"/> Non-member
Full name as per I/C	(Dato' / Datin / Dr / Mr / Mrs / Ms)	CPA Australia Member ID			
Position		Email*			
Mobile		Special dietary requirements (if any)			
PARTICIPANT 2		Attending as	<input type="checkbox"/> Member	<input type="checkbox"/> REP / Member staff	<input type="checkbox"/> Non-member
Full name as per I/C	(Dato' / Datin / Dr / Mr / Mrs / Ms)	CPA Australia Member ID			
Position		Email*			
Mobile		Special dietary requirements (if any)			
PARTICIPANT 3		Attending as	<input type="checkbox"/> Member	<input type="checkbox"/> REP / Member staff	<input type="checkbox"/> Non-member
Full name as per I/C	(Dato' / Datin / Dr / Mr / Mrs / Ms)	CPA Australia Member ID			
Position		Email*			
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Member staff refers to staff from a CPA member's firm or organisation.

*Workshop confirmation will be sent to the stated email address.

2 CONTACT AND BILLING INFORMATION

Contact Person		Billing Address			
Phone					
Email					
Company Billing Name		State	Postcode		
Business Registration no.		Industry			

3 WORKSHOP AND PAYMENT DETAILS

NO.	WORKSHOP TITLE	DATE	LOCATION	PRICE	QTY	FEE (RM)
1						
2						
3						
TOTAL						RM

4 MAKE A PAYMENT

Do you want the electronic tax invoice/receipt to be under the company's name? Yes No

Payment method Credit card: Visit cpaaustralia.com.au/malaysiatraining to register and pay with your credit card with MYR.

Cheque: Make payable to 'CPA Australia (M) Sdn Bhd' Cheque number

Please indicate registrants full name, membership number and contact number on the back of the cheque.

For other methods of payment, call **+603 2267 3388**

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