KTI SEMINARS

FINANCIAL RISK MANAGEMENT

COURSE DESCRIPTION

Today's successful senior manager is expected to create, manage and implement strategy effectively and efficiently to achieve an organization's vision. Our Financial Risk Management course is designed to help Finance officers develop a logical and consistent framework for solving corporate finance problems in practical situations to build on their experience and develop their talents and skills to achieve this objective. The detailed schedule includes management and its tools, implementing a budget, costing, developing effective systems and processes, managing people, managing change and managing risk.

The wide-range of teaching styles of this dynamic, interactive training, uses up-to-date approaches, methods and techniques. This ensures the delegates learn in a way which is adapted to individual learning styles and requirements.

Delegates work on and develop their personal learning outcomes throughout the training and understand how to apply practical lessons they have learned, as soon as they return to their organizations.

COURSE OBJECTIVES

This intensive seminar is designed to emphasize on the tools, skills and techniques required by Executives to strengthen awareness and interest in best practices, widely used and recommended to excel as multifaceted leaders in today's dynamic business world. At the end of the workshop participants should be able to:

- Identify and measure a firm's exposure to financial risk
- Use various financial instruments in managing the firm's exposure to risks
- Implement risk management program
- Establish the need for strong internal control requirement
- Review risk mitigation technique

MODE OF WORKSHOP (DELIVERY)

PowerPoint presentation, Case study, Discussions, Training manual.

COURSE OUTLINE

MODULE 1

- **Budgeting**

i. What is a budget?
ii. The budget and the strategic management framework
iii. Strategic management tools: strategy maps
iv. Using strategy maps to translate strategy
v. Using budgets to convert strategy in to operating plans
vi. The objectives of budgeting
vii. Steps in preparing a budget
viii. The master budget

- **Credit Management**
- **Financial Planning**

i. Budget creation, monitoring and control
ii. Costing techniques and margin management
iii. Resource allocation and balancing priorities
iv. Creating systems to monitor effectiveness of implementation

MODULE 2

- **Review of Module 1**
- **Preparing & Controlling a Budget**

i. Setting long-term goals and manageable short-term targets
ii. Building contingencies into the strategy
iii. Measuring at clearly-defined milestones
iv. Reporting and incorporating feed-back

- **Analytical Tools and Processes**

i. SWOT Analysis (Strength, Weakness, Opportunities and Threats) This will enable participants identify internal and external influences that may affect their decisions.
ii. PEST Analysis (Political, Economic, Social and Technological factors that need to be considered in building plans for the business environment)
iii. Recognizing and Aligning the Organizational Strategy and Brand Identity and the Impact the Review will have on Direction.
iv. Prioritizing Areas for Action and Developing Objectives
v. Establishing Success Criteria

MODULE 3

- **Review of Module 2**
- **Working Capital Management**

i. Identify who affects or is affected by proposed strategy (stakeholders)
ii. Encourage stakeholder ownership through involvement in strategy creation
iii. Clarify benefits and implications for each group of stakeholders
iv. Turn resistance into support

- **Forecasting Tools & Application**

i. The forecasting process and its applications
ii. Basic forecasting techniques
iii. Projecting sales revenues
iv. Identifying causal influences on sales revenue
v. Time series analysis and forecasting
vi. Using trend and seasonal variation for revenue forecasting
vii. Using linear regression to forecast costs
viii. Understanding and using correlation
ix. Dealing with common problems to improve forecasts
x. Pricing strategies

MODULE 4

- **Review of Module 3**
- **Understanding and Planning for Costs**
  i. Profit as a measure of value
  ii. Understanding cost behaviour
  iii. Fixed and variable costs
  iv. Direct and indirect costs

v. The cost-volume-profit chart
vi. Costing and its objectives
vii. Traditional approach: absorption costing
viii. Traditional approach: standard costing

MODULE 5

- **Review of Module 4**
- **Financial Management**

i. Three key decisions in financial management and planning
ii. The constraints on financial management
iii. Understanding the key drivers of cash flow
iv. Understanding and managing working capital
v. Using Excel to build cash flow forecast models
vi. Understanding the time value of money
vii. Capital investment decisions and appraisal tools

MODULE 6

- **Review of Module 5**
- **Emotional Intelligence – the Five Competencies**

i. Self-awareness
ii. Self-management
iii. Empathy
iv. Social awareness
v. Relationship management

- **Applying the Competencies**

i. Choice and Control Model
ii. Outcome Thinking
iii. Dealing with Individual Challenges
iv. Action Plans

COST INCLUDES: PowerPoint presentation, Training documents, Conference Package (Coffee breaks, Note pad, Pens, Mint, Bottled Water, Juice), Certificate & City Tour

TARGET AUDIENCE: Government Officials, Directors, Development Managers, Middle-to-Senior level Managers, Bankers, Project Managers, Team Members, Bankers, Revenue Agencies, Civil Servants, ETC

VISA: Delegates who may need KTI to assist them with visas are to duly notify the coordinator when submitting completed forms. Visa charges will apply accordingly.