



**Sijison Training**

Career and Leadership Development

# **ACCOUNTING AND BUDGETING COURSE**

Sijison Training provides personal and professional training worldwide with the knowledge, skills, and tools to achieve performance excellence in a complex and fast moving global economy. We train thousands of clients with new skills and behaviour, to gain more confidence, advance their careers.

Sijison Training service offerings covers a range of courses from Telecoms Industry to Technology, Business and Management Training. We bring opportunities for both individual and corporate organizations to develop career within their staffs. We offer a wide range of unique seminars, workshops, conferences, customized corporate programs, and consultancy services.

Sijison training offer both class room training, on-line instructor led training and Post-Training Consulting Services.

Our Valuable proposition is to conduct the following training:

- Accounting and Budgeting training
- Online Access to eLearning Platform
- Post Consulting Services



## Introduction

This course provides information, applications, and exercises to develop skills needed to create accounting budgets, interpret financial statements and other reports, prepare rent rolls, and others. It will guide you through the accounting process from start to finish.

This business accounting training class introduces the fundamentals of business accounting. You will learn about the different types of liabilities, managing those liabilities, and calculating the time value of money.

Course activities also cover calculating the present value, future value and understanding a company's financial statement as well as the balance sheet.

## You will learn:

- Learn the fundamentals of accounting
- About current assets, long-term assets, and other types of assets
- About the different types of liabilities
- To calculate the time value of money
- Calculate the present and future values of cash flows
- The components of stockholders' equity
- Financial analysis ratios



## Online Access to eLearning Platform

We will also give all participant access to our online e-learning platform where they can read and download materials, watch training videos, reference material. This is an added value to participants and they will have access 24 hours 7 days for 90 days



## **ACCOUNTING OVERVIEW**

- Fundamentals of accounting
- Accounting in business activities
- Accounting for Assets
- Accounting for Inventory
- Accounting for Liabilities
- Time Value of Money
- Accounting for equity
- Record-Keeping Requirements
- Basis Income Statement
- Financial Statements
- Balance Sheets
- Interpreting Financial Statement

## **BUDGETING OVERVIEW**

- Cost Controls
- Lease Abstracts
- Creating a Budget
- Different Types of Budgets
- Income Budgeting
- Expense Budgeting
- Capital Budgeting
- Types of vouchers
- Variance Reports



## **Post Training Consulting Services**

Sijison Training offer its client post training consulting services for up to one month after the training. This will allows participant to schedule a time to ask questions or get clarification on the any part of the training that is not clear to him or her while doing personal post training study.