

# BUDGETING

## COURSE OVERVIEW

### OVERVIEW

This course is designed for people who need to be able to confidently work with budgets and understand the complete process - from planning and forecasting to making improvements to the bottom line.

### STANDARD DURATION

1 day

### COURSE CONTENT

- Planning & Budgeting Frameworks
- Where Budgeting fits in
- Typical Planning and Budgeting Timetables in Organisations
- What is "Performance Reporting"
  - Budgeting and Reporting and KPI's
- The Role and Content of the Income Statement in Performance Reporting
- Measuring Performance
- Measuring Performance within the Public Sector
- Output Reporting in the Public Sector
- Concepts of Income and Revenue
- Expenses
- Asset or Expense?
- All about Profit:
  - Gross and Cost of Goods Sold (COGS, EBIT, EBITDA, Operating, Profit Before Tax and Net Profit After Tax
- Revenue and Cost Behaviour:
  - Fixed, Variable, Semi Variable and Step Fixed
- Categorising costs - Direct and indirect
- Basic approaches to budgeting
- Zero based V Incremental approaches
- Top down V Bottom up methodologies
- Geographic V Business Unit/Divisional approaches
- Building budgets from the ground up - Budgeting at the cost/profit/revenue centre level
- Approaches to Budgeting for Revenue
- Approaches to Budgeting for Ex-penses:
  - Approaches to budgeting for COGS, Fixed V Variable expense budgeting and Budgeting for Employee V On Employee Costs
- The Variance Reporting Process—an accountability framework
- Typical Formats and Content of Variance Reporting
- Looking Forward as well as Backward
- Causal factors with budget variances and corrective action
- Variance Reporting in the Public sector

### WHO IS THIS COURSE SUITABLE FOR?

- CEOs and executive staff from non-financial backgrounds
- Senior managers and operational managers in private, government and not-for-profit sectors
- Project managers, IT managers
- Sales managers, marketing managers
- Business analysts



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### TAILORED SHORT TRAINING COURSES

If you would like a tailored version of Finance for non-financial managers short training course we can use your own financial statements and your own business model as examples and your own particular "finance language".

Panache can also generate tailored one day or two day training courses for your staff, based on your training specific needs.

### TRAINING COURSE LOCATIONS

We can deliver this course for a group at your organisation. Onsite training courses available across Australian metro areas and regional Victoria.

If you are interested in public courses please contact us to register your interest and we will notify you of upcoming course dates.

### PANACHE TRAINING AND CONSULTING

The team at Panache Training and Consulting has been involved in the development and delivery of training programs across workplace and academic environments for over 14 years

We specialise in customised short courses, training and consulting services in financial management, financial acumen, finance fundamentals, accounting basics and finance for non-financial managers

### FEES, BOOKINGS AND ENQUIRIES

Please contact Panache Training and Consulting  
By phone on +61 401 143 990  
or by email to [info@panachetraining.com.au](mailto:info@panachetraining.com.au)



### FACILITATOR

Lindsay Dewberry is a long standing CPA with extensive business and finance experience, gained over 21 years, particularly within the financial services industry. He held many management and specialist roles within his early career spanning retail banking, retail product marketing, network development and electronic banking services.

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*"Now that I have finished..... I wanted to thank you for your inspiring teaching. You have a wealth of knowledge and the ability to impart it with ease, enthusiasm and positivity that is probably quite rare"*

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