



# Business Finance for Project Managers and Functional Managers

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## Course Description

Business is measured in financial terms. A manager who does not understand the basics of business finance is unable to consistently make wise decisions. Unfortunately, many project managers and functional managers have never received training in basic business finance. This course will explain the three basic financial statements: Income Statement, Balance Sheet, and Cash Flow Statement. Each of the major items on the statements will be explained and the impact that project managers and functional managers can have on these items will be discussed. In addition, topics such as inventory accounting, capital budgeting, productivity, and Return on Investment (ROI) analysis will be covered.

In this information-packed two-day course you will learn the basics of business finance needed by the typical functional manager. Through exercises and case studies you will discover how the financial items inter-relate and how they can be affected by functional manager's decisions. In addition to the exercises and case studies, the participants are encouraged to bring an annual report from their company to be used in an analysis done during class.

## Topics Covered

- Earnings Statement
- Balance Sheet
- Cash Flow Statement
- Financial Terms and Ratios
- Budgets and Variances
- Productivity
- Capitalization, Depreciation, & Amortization
- Return on Investment
  - Breakeven
  - Payback Analysis
  - Net Present Value
  - Internal Rate of Return
- Earned Value Management