

# BUSINESS FINANCE FOR HR PERSONS

## A Three Day Programme

### DAY ONE

**Session 1:** Introduction to the two most important financial statements

**Session 2:** A closer look at the Profit and Loss Account and the Balance Sheet.

**Session 3:** The easiest and most logical way to prepare profit and loss account and balance sheet without an elementary knowledge of accounting so that HR persons can treat their department as a profit centre.

**Session 4:** The two pillars on which successful businesses stand: Ability to generate profit and the ability to efficiently manage cash flow. This session will cover profitability management

### DAY TWO

**Session 5:** The second pillar on which successful businesses stand, namely effective cash flow management, will be discussed in this session.

**Session 6:** Role of HR persons in achieving the twin objectives of maximising profitability and managing cash flow and how to understand the financial implication of each HR related decision.

**Session 7:** Introduction to the principles of the costing and its use in taking financially intelligent decisions.

**Session 8:** Leverage Analysis

### DAY THREE

**Session 9:** Ratio Analysis is also a powerful control tool and helps in inter- and intra-company analysis and also in ensuring that the organisation is performing within industry norms, and if not, the steps to be taken for it to do so.

### Session 10 & 11: Budgeting

- Budgets & Budgetary Control
- Budgeting for Human Resources

**Session 12:** How to read Fund Flow Statement to evaluate the health of an organisation.

### **Methodology**

The programme will be practice oriented and shall comprise lectures, group discussions, case studies, etc.

### **Programme Faculty: Dr Anil Lamba**

Bestselling author, financial literacy activist, and an international corporate trainer, Dr Anil Lamba is a practising Chartered Accountant and holds degrees in Commerce, Law and a Doctorate in Taxation.

Dr Lamba's training programmes are held internationally, with a client list exceeding 2000 large and medium-sized corporations spread across several countries including India, the USA, and in Europe, the Middle-East and the Far-East.

His latest books, '**Romancing the Balance Sheet**', '**Flirting with Stocks**', '**Eye on the Bottom Line**' and '**Financial Affairs of the Common Man**' are making waves.

### **Course material**

A soft copy of the course material will be provided to you, which can be photocopied and distributed amongst the participants.

### **Cancellation Policy**

Cancellation before:

- a. 30 days will attract a levy of 50% of the professional fees
- b. 15 days will attract a levy of 100% of the professional fees.

*Do feel free to contact Mr Praphulla Gaikwad, Manager – Projects, in case you may have any queries, on 020-26340316, 26348913 or mobile: +91-9922351352, or email us on [inquiry@lamconschool.com](mailto:inquiry@lamconschool.com). Please do visit us at [www.lamconschool.com](http://www.lamconschool.com).*