

4-5 July 2012

8:30am-5:30pm

Royale Chulan

5, Jalan Conlay, Kuala Lumpur, 50450 Malaysia

OVERVIEW

In today's business environment, accounting and finance functions are more than just dealing with recording transactions and financing. Accounting and finance have become strategic functions and the critical success factors of many businesses. Therefore, knowledge and essential skills in accounting and finance no longer belong to finance managers and CFOs only. In fact, it is essential for all non-financial managers and executives to be able to deal with accounting and finance decisions in business.

This workshop provides solutions for all non-financial managers and executives who see their limitation in discharging their duties due to a lack of accounting and financial knowledge. Non-financial key personnel who have little or no knowledge in accounting and finance should be trained in essential financial techniques to enable them to make use of financial information more effectively in their day-to-day business activities.

This workshop is tailor made for non-financial managers and executives at all levels. It is also equally useful for entrepreneurs in all industries. It is designed specifically in order to give a practical hands-on exposure to participants.

LEARNING OBJECTIVES

Through this workshop, you will be able to:

- Understand accounting and finance terms and concepts
- Read and interpret financial reports and statements with accuracy
- Evaluate impact of accounting policies on financial performance
- Make use of financial information and tools, and apply them to planning, making decisions, controlling and analysing your own operations
- Manage financial resources effectively
- Carry out long-term financial planning
- Evaluate working capital management
- Evaluate various financial instruments
- Analyse cost base for cost control
- Build and review budgets, linking budgets to performance evaluation
- Evaluate the links between financial and non-financial key performance indicators (KPI)
- Communicate effectively with financial managers and personnel

TARGET AUDIENCE

This workshop is designed for:

- Non-financial managers and executives
- Entrepreneurs

Jointly Organise by:



Nottingham
MyRIAD Solutions



SPEAKER

Dr Lau Chee Kwong, BBA, MBA, PhD (Accounting), FCCA, FCPA, CA (M)
Associate Professor of Accounting,
The University of Nottingham Malaysia Campus

Dr Lau has twenty years of practical experience in financial accounting and reporting, corporate finance, banking management, financial management, investments, academic administration, lecturing, corporate training as well as consultation work. He conducts training, lectures, and seminars in financial accounting and reporting, corporate finance, performance management, strategic management and other related areas. His corporate training clients include public listed companies, banks and financial institutions, regulators as well as Government bodies. He has been serving as a committee member in the Issues Committee of the Malaysian Accounting Standards Board (MASB) since 2008.



Dr Lau currently serves as an Associate Professor of Accounting with the Nottingham University Business School. He lectures in financial reporting, accounting and finance subjects for bachelors degrees, MBA, Master of Finance, ACCA as well as CFA. He also supervises Masters and PhD students in their research projects. His research areas include financial accounting and reporting, earnings management, IFRS as well as corporate financing and reporting. His research papers have been published in journals and presented in national as well as international conferences.

PROGRAMME OUTLINE

DAY 01:

Introduction

- Financial accounting and reporting
- Financial resources management
- Financial planning, control and decision making

Understand Financial Reporting and Financial Statements

- Financial reporting framework
- Statement of financial position (Balance sheet) and net assets
- Statement of comprehensive income (Income statement) and EPS
- Statement of changes in equity
- Statement of cash flows and CFO
- Significant accounting policies
- Auditor's report
- Interim reporting
- Other useful information in financial reporting

Assessing Financial Performance and Position

- Evaluating financial performance
- Evaluating financial position
- Evaluating cash flow
- Techniques for financial statements analysis

Case Study of Financial Performance and Position

- Hands-on assessment and evaluation of financial performance and position of public listed companies

Corporate Financing

- Equity financing
- Debt financing
- Convertibles and warrants

DAY 02:

Capital Expenditure and Budgeting

- Investment and business expansions
- Capital budgeting
- Cash flow projection
- Capital budgeting techniques: NPV, IRR, payback and etc.
- Considering the uncertainties

Working Capital Management

- Cash flow management
- Receivable management
- Inventory management

Financial Planning and Budgeting

- Corporate planning and strategies
- Budgeting for control and implementing strategies
- Budgeting and responsibility
- Accurate forecasts and effective budgeting
- Budgetary control
- Budgeting and performance measurement
- KPI and balanced scorecard

Decision Makings using financial data

- Cost information
- Profitability analysis and decisions
- Decision making tools using financial data
- Cost strategies

Nottingham University Business School (NUBS) Malaysia is an integral part of NUBS United Kingdom, which is consistently ranked amongst the top 20 Business Schools in the UK. The School draws on its global presence to enhance business and management knowledge and practice in a responsible and sustainable way. NUBS Malaysia was established in 2000 to provide students with unique insights into Asian business growth and development. We are a large and culturally diverse School, with full-time academic staff, from countries such as Malaysia, the United Kingdom, Indonesia, South Korea, Australia and India. We have close to 1,000 students pursuing their studies in foundation, undergraduate and postgraduate courses.

The School is accredited by the European Quality Improvement System (EQUIS) and the Association of MBAs (AMBA); endorsements signifying that the School has met the stringent standards for business education.

Our latest rankings include:

The 2010 Academic Ranking of World Universities (ARWU) ranks our University in the Top 80 for Economics/Business.

Research:

- In 2010, our University was named among the UK's top ten universities for the impact of its publications in economics and business by the Times Higher Education.
- In the 2008 UK Research Assessment Exercise, 70% of our research was rated as either internationally excellent or world-leading, ranking us 6th in the UK.

Undergraduate:

- In the 2012 Complete University Guide, our programmes are ranked in the Top 10 in the UK for Accounting & Finance and Economics, and 11th for Business Studies.

MBA:

- Our programmes are ranked in The Economist's 2011 Global Top 100.
- The QS 2010/11 Global 200 Top Business Schools Report rates us among the top business schools in Europe and in the top 100 for MBA Finance. This report is based on the views of MBA recruiters and employers.
- We rank 1st in the UK and 45th globally in the Aspen Institute's 2011-12 'Beyond Grey Pinstripes' Top 100 ranking of MBA programmes that integrate ethical, social, and environmental issues into teaching and research.



Jointly Organise by:



Nottingham
MyRIAD Solutions



WORKSHOP REGISTRATION FORM

Accounting and Finance for Non-financial Managers

Date: 4-5 July 2012

Venue: Royale Chulan

Registration Fee

- Normal Price: RM2,800/person
- Group of 3 and Above: RM1,800/person (For more than 3 persons per company/institution)
- Early Bird Price: RM2,200/person (*register and pay before 18th June 2012*)
- Early Bird Price: RM2,000/person (*register and pay before 7th May 2012*)

Name: Dr/Mr/Mrs/Ms: _____

(Please provide name in full. Certificate issued will be based on this name)

Organisation/Company: _____

Job: _____ Designation: _____ Department: _____

Mailing Address: _____

Postcode: _____ Country: _____ Email: _____

Mobile Number: _____ Office Telephone: _____ Office Fax: _____

Mode of Payment: Cash Cheque Bank-In or Telegraphic Transfer

I hereby confirm my registration fee of RM _____ and declare that I have read and understood the terms and conditions below.

Authorised Signature/Organisation Stamp

Name:

Date:

For further enquiries, please email:
marketing.myriad@nottingham.edu.my
or call **03-8924 8795**
or fax to **03-8924 8798**



Upon submission of the Registration Form, an invoice with bank details will be issued to request for payment. Registration fees must be prepaid by depositing full fee into our bank account or by issuance of a Local Order or Guarantee Letter by your Organisation to:

Nottingham MyRIAD Solutions Sdn Bhd
HSBC Bank Malaysia Berhad
A/C No:356-091363-101 SWIFT CODE:HBMBMYKL

All cheques must be made payable to **Nottingham MyRIAD Solutions Sdn Bhd** and crossed A/C payee only

TERMS AND CONDITIONS

A confirmation notification with details of the event will be issued to all participants at a nearer date. Payment is required to be made 2 days prior to workshop date. In the event the designated participant could not attend the event a substitute attendee is permitted however if a confirmed participant or substitute attendee who fail to attend the workshop is liable to pay the workshop fee in FULL. While changes in the event date, venue, time, trainers and fees can occur from time to time, the Organiser reserves the right to reschedule/cancel the event and/or amend any information in this brochure at the Organiser's absolute discretion. In any circumstances, the Organisers liability is limited only to refund of paid registration fee.

Jointly Organise by:



Nottingham
MyRIAD Solutions

