



COURSE OVERVIEW FM0149
Certificate in Advanced Budgeting & Forecasting

Course Title

Certificate in Advanced Budgeting & Forecasting

Course Date/Venue

Session 1: September 20-24, 2026/Tamra Meeting Room, Al Bandar Rotana Creek, Dubai, UAE

Session 2: November 22-26, 2026/Crowne Meeting Room, Crowne Plaza Al Khobar, an IHG Hotel, Al Khobar, KSA



Course Reference

FM0149



Course Duration/Credits

Five days/3.0 CEUs/30 PDHs

Course Description



This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using “MS-Excel” application.



This course is designed to provide participants with a detailed and up-to-date overview of advanced budgeting and forecasting. It covers the budgeting and planning and strategic planning process and how to translate that into annual budgets; the strategy development framework and the three horizons of growth model; the cost-volume-profit-analysis and the key essentials of budgeting and forecasting; the differences between budgets and forecasts as well as the strategic budgeting and resource allocation; why budgets fail and budget cycle, process and approaches; making the budget a value-adding activity and best practices in budgeting.



Further, the course will also discuss the budget cycle and the characteristics of successful budgeting; the capital budgeting techniques and budgetary controls by reviewing, reacting and revising the budget; optimizing planning of resources to achieve budgeted targets, forecasting techniques and models; the qualitative and quantitative methods and the steps in developing forecasting models.





During this interactive course, participants will learn the modeling projected financial statements, micro and macro factors; the forecasting sales and forecasting cost of sales; the breakeven analysis and optimization techniques; the cost volume profit (CVP) analysis and using CVP to reach a target income; the single product and multiple products breakeven analysis; communicating with management and the finance function more effectively and confidently in issues related to budgeting and managing your stakeholders and speaking their “language”

Course Objectives/Outcomes & Benefits for the Participants

Upon the successful completion of this course, each participant will be able to: -

- Get a certification in advanced budgeting and forecasting
- Implement budgeting and planning and carryout strategic planning process and how to translate that into annual budgets
- Illustrate strategy development framework and recognize the three horizons of growth model
- Discuss cost-volume-profit-analysis and identify the key essentials of budgeting and forecasting
- Recognize the differences between budgets and forecasts as well as the strategic budgeting and resource allocation
- Explain why budgets fail and apply budget cycle, process and approaches
- Demonstrate making the budget a value-adding activity and apply best practices in budgeting
- Discuss the budget cycle and the characteristics of successful budgeting
- Identify the capital budgeting techniques and implement budgetary controls by reviewing, reacting and revising the budget
- Optimize planning of resources to achieve budgeted targets, forecasting techniques and models
- Differentiate qualitative and quantitative methods and identify the steps in developing forecasting models
- Explain modeling projected financial statements and differentiate micro and macro factors
- Determine the forecasting sales and forecasting cost of sales
- Identify the breakeven analysis and optimization techniques
- Discuss the cost volume profit (CVP) analysis and using CVP to reach a target income
- Differentiate single product and multiple products breakeven analysis
- Demonstrate communicating with management and the finance function more effectively and confidently in issues related to budgeting and managing your stakeholders and speaking their “language”



Exclusive Smart Training Kit - H-STK®



Participants of this course will receive the exclusive “Haward Smart Training Kit” (H-STK®). The H-STK® consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.

Who Should Attend

This course provides an overview of all significant aspects and considerations of advanced budgeting and forecasting for finance and non-financial managers and professionals who wish to improve on their planning, controlling and decision making ability such as executives, company administrators and secretaries, legal practitioners, managers and company directors as well finance managers and finance officers/executives.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

- 30% Lectures
- 20% Practical Workshops & Work Presentations
- 30% Hands-on Practical Exercises & Case Studies
- 20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Learning Design & Customization

This course can be customized to the exact requirements of clients. Haward Technology is so proud of our huge capabilities in tailoring our courses to the training needs of our valued clients.

Course Fee

US\$ 5,500 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.



Course Certificate(s)

(1) Internationally recognized Competency Certificates will be issued to participants who completed a minimum of 80% of the total tuition hours and successfully passed the exam at the end of the course. Certificates are valid for 5 years.

Recertification is FOC for a Lifetime.

Sample of Certificates

The following are samples of the certificates that will be awarded to course participants:-





- (2) Official Transcript of Records will be provided to the successful delegates with the equivalent number of ANSI/IACET accredited Continuing Education Units (CEUs) earned during the course

* Haward Technology * CEUs * Haward Technology * CEUs * Haward Technology * CEUs * Haward Technology *



Haward Technology Middle East

Continuing Professional Development (HTME-CPD)

CEUs

CEU Official Transcript of Records

TOR Issuance Date: 14-Nov-22

HTME No. 74852

Participant Name: Waleed Al Habeeb

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
FM0149	Certificate in Advanced Budgeting and Forecasting	November 10-14, 2022	30	3.0

Total No. of CEU's Earned as of TOR Issuance Date **3.0**

TRUE COPY



Jaryl Castillo
Academic Director

Haward Technology has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this approval, Haward Technology has demonstrated that it complies with the ANSI/IACET 1-2013 Standard which is widely recognized as the standard of good practice internationally. As a result of their Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for programs that qualify under the ANSI/IACET 1-2013 Standard.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking Continuing Education Units (CEUs) in accordance with the rules & regulations of the International Association for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology is accredited by



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Certificate Accreditations

Haward’s certificates are accredited by the following international accreditation organizations: -

-  British Accreditation Council (BAC)

Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. Haward's certificates are internationally recognized and accredited by the British Accreditation Council (BAC). BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

-  The International Accreditors for Continuing Education and Training (IACET - USA)

Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

Haward Technology’s courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant’s involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant’s CEU and PDH Transcript of Records upon request.





Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:



Mr. Mike Taylor, MScLI, MBA, MBL, BSc, is a **Senior Management & Financial Consultant** with over **25 years** of extensive experience in the areas of **Financial Budgeting, Financial Planning Control & Performance Measurement; Budgeting & Costing** for Decision Making, **Financial & Accounting Management, Planning, Budgeting & Cost Control, Payroll Management, & Payroll Analysis, Talent Management, Talent Identification, Talent Assessment, Talent Review Meetings, Performance Management, Succession Planning,**

Competency-based Programs, Project Management, Supply Chain Management, Communication Skills, Corporate Planning, Performance Drive, Ownership, Adaptability & Learning, HSSE & Sustainability, Teamwork, Leadership Management, Quality Management System, Facilitation & Leadership Skills, Coaching, Human Resource Development, Psychometric Testing, Career Development & Competence, Succession Planning, Self-Development & Empowerment, Personal Learning Needs Identification, Critical Success Factors (CSFs), Key Performance Indicators (KPIs), Productivity Creativity & Thinking Modes, Human Resource Scorecard Management, Career Laddering, Fast-Track Career Progression Application, Knowledge Management, Customer Management, Leadership Skills, Presentation Skills, Negotiation Skills, Decision Making Skills, Communication Skills, Emotional Intelligence, Performance Management, Contract Management, Quality Management, Commercial Strategy, Risk Management, Leadership & Business Management, Human Resource Management, Business Development, Innovation, Sales Strategy and Knowledge & Intangible Asset Assessment Design. Further, he is also well versed in Organization Management & Business Consulting, Stakeholder & Supplier Evaluation, Data Collection & Information Gathering, Value & Supply Chain Management, Intellectual Property & Innovation Assessments, Logistics & Supply Chain Management, Budgeting & Cost Control and Marketing Management. Mr. Taylor was Appointed as an Executive/Management Development Facilitator wherein he was responsible for the development of Executives & Senior Managers specializing in innovation, knowledge management and commercial negotiation as well as authored, implemented and executed a global 21st century facilitation and leadership methodology.

During his career life, Mr. Taylor has gained his practical and field experience through his various significant positions and dedication as the **Multinational/Corporate Senior Management Consultant, Business Consultant/Facilitator, Business Consultant/Coach, Client Director, International Sales & Business Development Manager, Regional Sales Manager, National Key Accounts Manager, Commercial Sales & Marketing Consultant, Sales & Marketing Representative, Key Note Speaker and Instructor/Trainer** for various international companies such as the Highland Group (Business Consulting), **Anglo American, BHP Billiton, Rio Tinto, DI Management Solutions (BPO), RMG/Contact Media & Communications, Paul Dinsdale Properties (PDP), Giant Leap Architects, Wise Capital Investments (HOD), Evolution® Advertising, Collaborative Xchange, Leatt Corporation, Dentsply SA, Binzagr Company, Unilever, Kellogg's, BAT, Hershey's, CORO, Lilly Direct/Lennon Generics and Bausch & Lomb.**

Mr. Taylor has a **Master's** degree in **Leadership & Innovation, Business Administration and Business Leadership** as well as a **Bachelor's** degree in **Physical Education**. Further, he is a **Certified Instructor/Trainer** and a member of Incremental Advantage, Da Vinci Institute, Black Management Forum, Institute of Directors (IOD), World Future Society (WFS), Social Science Research Network, University of Kwazulu Natal (Alumnus), Anthropology & Archaeology Research Network and National Research Foundation (NRF). He has further delivered numerous trainings, courses, workshops, seminars and conferences globally.





Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1

0730 – 0800	<i>Registration & Coffee</i>
0800 – 0830	<i>Welcome & Introduction</i>
0830 – 0845	PRE-TEST
0845 – 0930	Budgeting & Planning
0930 – 1000	Strategic Planning Process & How to Translate That into Annual Budgets
1000 – 1015	<i>Break</i>
1015 – 1100	Strategy Development Framework
1100 – 1200	The Three Horizons of Growth Model
1200 – 1215	<i>Break</i>
1215 – 1300	Cost-Volume-Profit-Analysis
1300 – 1420	Key Essentials of Budgeting & Forecasting
1420 – 1430	Recap
1400	<i>Lunch & End of Day One</i>

Day 2

0730 – 0800	Differences Between Budgets & Forecasts
0800 – 0930	Strategic Budgeting & Resource Allocation
0930 – 0945	<i>Break</i>
0945 – 1015	Why Budgets Fail
1015 – 1100	Budget Cycle, Process & Approaches
1100 – 1200	Making the Budget a Value-Adding Activity
1200 – 1215	<i>Break</i>
1215 – 1300	Best Practices in Budgeting
1300 – 1330	The Budget Cycle
1330 – 1420	Characteristics of Successful Budgeting
1420 – 1430	Recap
1430	<i>Lunch & End of Day Two</i>

Day 3

0730 – 0800	Preparing The Budgets-Group Activity 1
0800 – 0930	Capital Budgeting Techniques
0930 – 0945	<i>Break</i>
0945 – 1015	Make or Buy - Group Activity 2
1015 – 1100	Implement Budgetary Controls by Reviewing, Reacting & Revising the Budget
1100 – 1200	Optimize Planning of Resources to Achieve Budgeted Targets
1200 – 1215	<i>Break</i>
1215 – 1300	Forecasting Techniques
1300 – 1420	Forecasting Models
1420 – 1430	Recap
1430	<i>Lunch & End of Day Three</i>

Day 4

0730 – 0800	Qualitative & Quantitative Methods
0800 – 0930	Steps in Developing Forecasting Models
0930 – 0945	<i>Break</i>





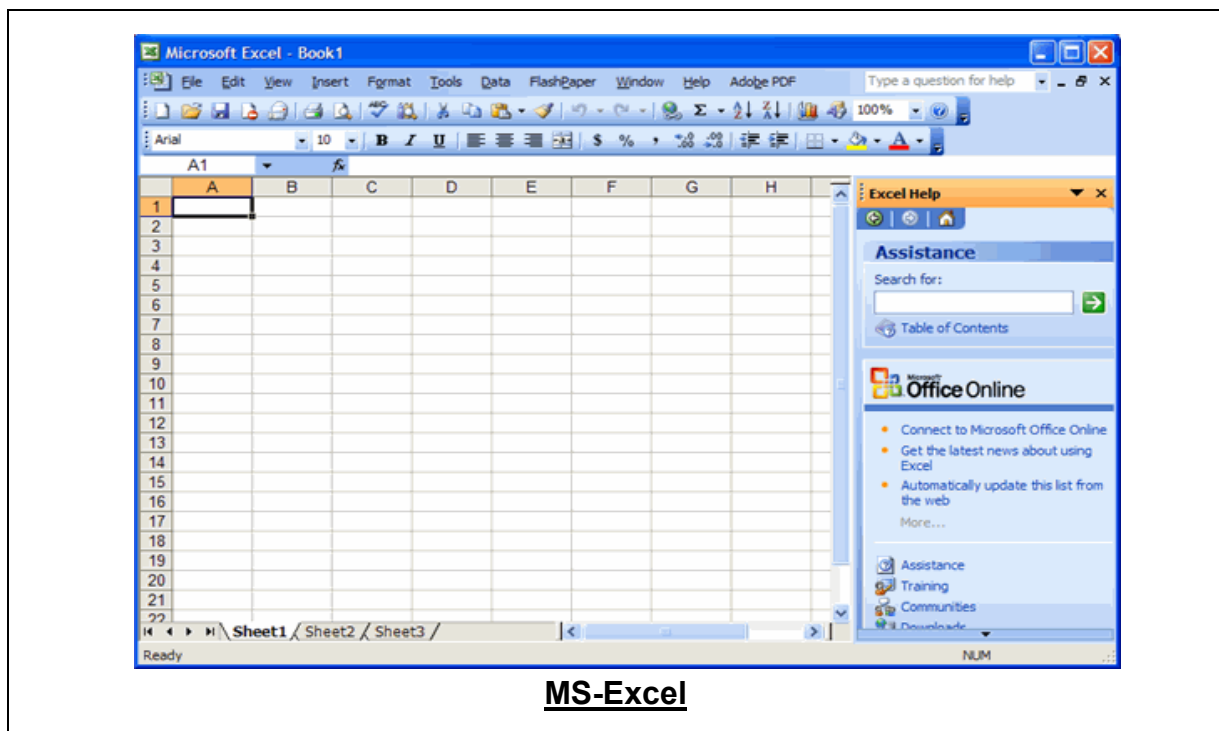
0945 – 1015	<i>Modeling Projected Financial Statements</i>
1015 – 1100	<i>Micro & Macro Factors</i>
1100 – 1200	<i>Forecasting Sales</i>
1200 – 1215	<i>Break</i>
1215 – 1300	<i>Forecasting Cost of Sales</i>
1300 – 1420	<i>Breakeven Analysis & Optimization Techniques</i>
1420 – 1430	<i>Recap</i>
1430	<i>Lunch & End of Day Four</i>

Day 5

0730 – 0830	<i>Cost Volume Profit (CVP) Analysis</i>
0830 – 0930	<i>Using CVP to Reach a Target Income</i>
0930 – 0945	<i>Break</i>
0945 – 1030	<i>Single Product & Multiple Products Breakeven Analysis</i>
1030 – 1130	<i>Communicate with Management & The Finance Function More Effectively & Confidently in Issues Related to Budgeting</i>
1130 – 1145	<i>Break</i>
1145 – 1230	<i>Managing Your Stakeholders & Speaking their “Language”</i>
1230 – 1300	<i>Putting it All Together – Group Activity 3</i>
1300 – 1315	<i>Course Conclusion</i>
1315 – 1415	COMPETENCY EXAM
1415 – 1430	<i>Presentation of Course Certificates</i>
1430	<i>Lunch & End of Course</i>

Simulator (Hands-on Practical Sessions)

Practical sessions will be organized during the course for delegates to practice the theory learnt. Delegates will be provided with an opportunity to carryout various exercises using “MS-Excel” application.



Course Coordinator

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