

COURSE OVERVIEW FM0075

Financial Planning

Course Title

Financial Planning

Course Date/Venue

July 21-25, 2025/Glasshouse Meeting Room,
Grand Millennium Al Wahda Hotel, Abu Dhabi,
UAE

Course Reference

FM0075

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 delegates with a detailed and up-to-date overview of Budgeting, Planning and Financial Modeling. It covers the goals, importance and role of a financial manager; the financial statements analysis using balance sheets, income statements and cash flow statements; the profitability ratios, liquidity ratios, efficiency ratios, gearing ratios, investment ratios, etc; the time value of money including the concept of risk, types of risk, measurement of risk, risk versus return trade-off, portfolio diversification, etc; and the working capital management, budgeting and financial planning.



Further, the course will also discuss the basics of budgeting, zero-based budgeting and flexible and static budgeting; the techniques of financial forecasting, sales forecasting and cost forecasting including capital budgeting and financial planning; creating a financial model, using Excel for financial modelling and building a basic financial model; incorporating income statement, balance sheet and cash flow statement; the sensitivity and scenario analysis, DCF valuation, relative valuation and building a valuation model; and the need for leadership in finance and role of a finance leader.

During this interactive course, participants will learn the leadership styles in financial management covering autocratic, democratic, laissez-faire, transformational, transactional, etc; the effective communication and building communication skills; avoiding barriers to communication; the importance of ethics in finance; promoting ethical culture and dealing with ethical dilemmas; leading during change, strategies for effective change management; and overcoming resistance to change.

Course Objectives

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

- Apply and gain a good working knowledge on budgeting, planning and financial modeling
- Discuss the goals, importance and role of a financial manager
- Carryout financial statements analysis using balance sheets, income statements and cash flow statements
- Identify profitability ratios, liquidity ratios, efficiency ratios, gearing ratios, investment ratios, etc.
- Explain the time value of money including the concept of risk, types of risk, measurement of risk, risk versus return trade-off, portfolio diversification, etc.
- Apply working capital management, budgeting and financial planning
- Discuss the basics of budgeting, zero-based budgeting and flexible and static budgeting
- Employ techniques of financial forecasting, sales forecasting and cost forecasting including capital budgeting and financial planning
- Create a financial model, use Excel for financial modelling and build a basic financial model incorporating income statement, balance sheet and cash flow statement
- Carryout sensitivity and scenario analysis, DCF valuation, relative valuation and building a valuation model
- Discuss the need for leadership in finance and role of a finance leader
- Apply leadership styles in financial management covering autocratic, democratic, laissez-faire, transformational, transactional, etc.
- Implement effective communication and building communication skills as well as avoid barriers to communication
- Explain the importance of ethics in finance, promote ethical culture and deal with ethical dilemmas
- Lead during change, apply strategies for effective change management and overcome resistance to change

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 budgeting, planning and financial modeling for financial professionals, business owners and entrepreneurs, students and graduates, non-finance professionals, individuals interested in personal finance, investors, traders and who are interested in developing their knowledge and skills in finance.

Course Certificate(s)


Internationally recognized certificates will be issued to all participants of the course who completed a minimum of 80% of the total tuition hours.

Certificate Accreditations

Haward's Certificates are accredited by the following international accreditation organizations: -

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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.

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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. Pete Du Plessis is a **Senior Management & Financial Consultant** with over **30 years** of extensive experience. His expertise lies extensively in the areas of **Business Etiquette & Protocol, Contract Management, Contract Negotiation, Risk Management & Contractors Selection, Supply Chain Management, Supplier Assessment, Supplier & Contractors' Management, Supplier Claim Management, Effective Tendering & Supplier Selection, Supplier Relationship Management, Suppliers & Contractors Management, Suppliers Assessment & Performance Measurement, Effective Purchasing & Supplier Selection, Essential Management of Suppliers & Contractors, Contractors Agreements & SLAs, Contractors Evaluation, Budgeting & Forecasting Skills, Effective Budgeting & Cost Control, Financial Analysis & Reporting, Budget Preparation Skills, Commercial Management, Achieving Commercial Excellence, Effective Commercial Negotiation Skills, International Oil & Gas Commercial Contracts & Negotiation, Business Process Development, Business Process Optimization, Business Process Analysis, Business Process Improvement, Business Continuity Planning, Service Provider Performance & Monitoring, Cash Flow Fundamentals, Business Finance Fundamentals, Business Continuity Fundamentals, Situational Analysis Fundamentals, SWOT Analysis, Gap Analysis, Change Management, Human Resource Management (HRM), Human Resource Development (HRD), HR Business Development, HR Practices & Strategy, Behaviour Based Interviewing & Recruitment, Learning & Development, Project Management, Financial Management, Planning, Budgeting & Cost Control, Document Management, Record Management, Contract Management, Negotiation Management, Risk Management, Leadership & Business Management, Production & Inventory Management, Warehousing, Purchasing & Marketing Management, Work Engineering & Advanced Production Techniques, Production Logistics, Fleet Management, Stores & Stock Control, Human Resources & Industrial Relations Management, Quality Assurance & Control, Operations Management, Project Management, and Strategic Planning & Management. Previously, he was the **Quality Manager of Benteler Automotive**, where he was responsible for implementing, controlling and managing quality and technical department processes and systems and mobilizing the quality control department, procedures and quality management system.**

During his career life, Mr. Plessis has worked with several prestigious companies occupying numerous challenging managerial and technical positions such as being the **Training & Development Manager, Finance Manager, Operations Manager & Trainer, Technical Trainer, Quality Manager, Supplier Manager, Logistics & Purchasing Manager, Contract & Commercial Manager, Production & Material Planning Manager, Project Manager, Engineering Manager & Trainer, Metrologist, Consultant, Quality Control Inspector, Fitter & Machinist, Apprentice Fitter** and **Part-time Instructor**. All throughout his career, he has mastered and specialized in the application of project management, warehouse & inventory control, value chain analysis, logistics & strategic planning, process flow analysis, business process evaluation & re-engineering, master-plan development, capacity planning and site space-planning & development.

Mr. Plessis has a **Master's Management Diploma** and a **Bachelor's degree with Honours in Industrial Engineering & Management**. Further, he has gained **Diploma in Quality Management** as well as in **Production Management**. He is also a **Certified Assessor & Moderator** with the Manufacturing, Engineering & Related Services Education and Training Authority (MERSETA), a **Certified Trainer/Assessor** by the **Institute of Leadership & Management (ILM)** and a **Certified Instructor/Trainer** by the APICS.

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.

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 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: Monday, 21st of July 2025

0730 – 0800	Registration & Coffee
0800 – 0815	Welcome & Introduction
0815 – 0830	PRE-TEST
0830 – 0930	Introduction to Financial Management: Definition, Goals & Importance, Role of a Financial Manager, Finance Vs. Accounting, Etc.
0930 – 0945	Break
0945 – 1030	Financial Statements Analysis: Understanding Balance Sheets, Income Statements, Cash Flow Statements & The Link Between Them
1030 – 1130	Key Financial Ratios: Profitability Ratios, Liquidity Ratios, Efficiency Ratios, Gearing Ratios, Investment Ratios, Etc.
1130 – 1230	Time Value of Money: Understanding Present Value, Future Value, Annuities, Perpetuities, Etc.
1230 – 1245	Break
1245 – 1420	Understanding Risk & Return: Concept of Risk, Types of Risk, Measurement of Risk, Risk Vs. Return Trade-Off, Portfolio Diversification, Etc.
1420 – 1430	Recap
1430	Lunch & End of Day One

Day 2: Tuesday, 22nd of July 2025

0730 - 0830	Working Capital Management: Importance, Determinants, Financing & Strategies for Managing Working Capital
0830 - 0930	Basics of Budgeting: Understanding Budgeting, Benefits & Limitations, Types of Budgets, Steps in Budget Preparation
0930 - 0945	Break
0945 - 1100	Zero-Based Budgeting: Introduction, Process, Benefits & Drawbacks
1100 - 1230	Flexible & Static Budgeting: Understanding the Difference, Advantages & Disadvantages, Application Scenarios
1230 - 1245	Break
1245 - 1420	Forecasting for Budgeting: Techniques of Financial Forecasting, Sales Forecasting, Cost Forecasting, Etc
1420 - 1430	Recap
1430	Lunch & End of Day Two

Day 3: Wednesday, 23rd of July 2025

0730 - 0830	Capital Budgeting: Basics, Techniques (NPV, IRR, Payback Period), Project Selection, Risk Analysis in Capital Budgeting
0830 - 0930	Financial Planning: Introduction, Process, Factors Affecting Financial Planning, Long-Term & Short-Term Planning
0930 - 0945	Break
0945 - 1100	Introduction to Financial Modelling: Definition, Need, Uses & Steps to Create a Financial Model
1100 - 1230	Excel for Financial Modelling: Advanced Excel Functions Used in Financial Modelling (Pivot Tables, VLOOKUP, HLOOKUP, Index Match, Etc.)
1230 - 1245	Break
1245 - 1420	Building a Financial Model: Hands-On Session to Build a Basic Financial Model Incorporating Income Statement, Balance Sheet & Cash Flow Statement
1420 - 1430	Recap
1430	Lunch & End of Day Three

Day 4: Thursday, 24th of July 2025

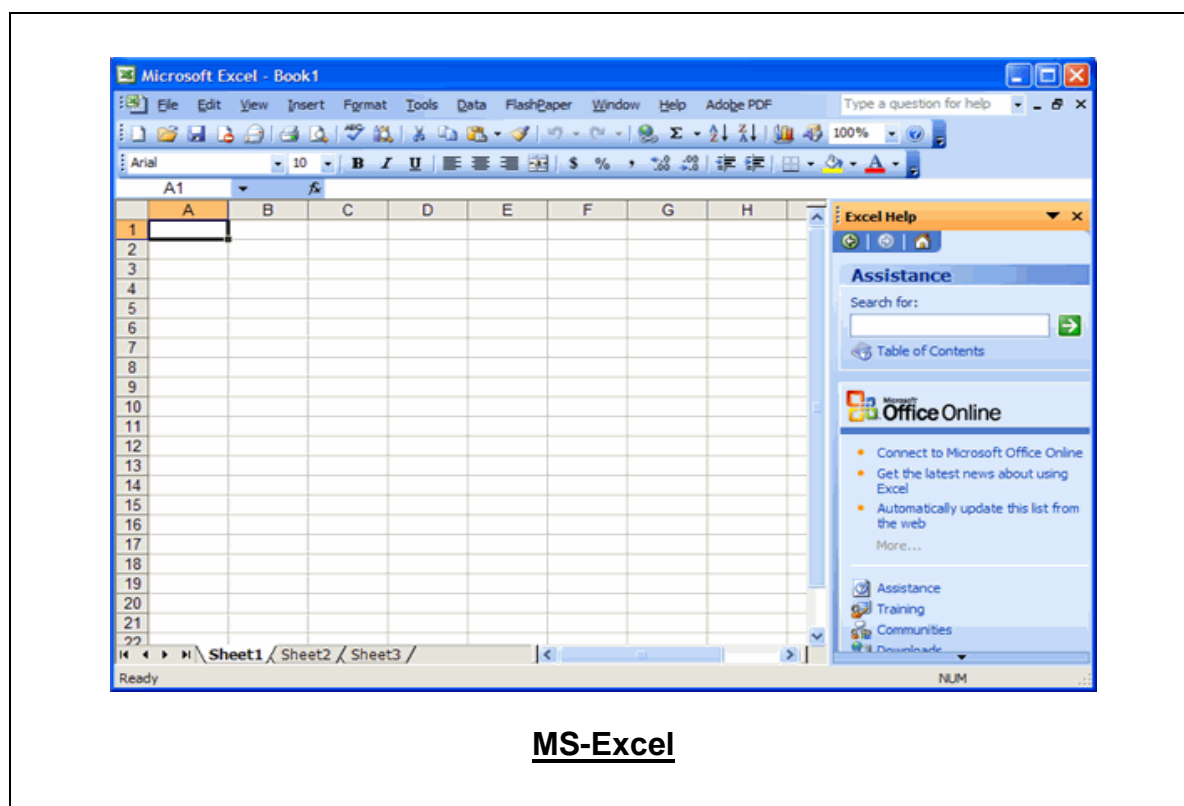
0730 - 0830	Financial Simulations: Understanding Monte Carlo Simulation, Stochastic & Deterministic Models, Decision Tree Analysis
0830 - 0930	Sensitivity & Scenario Analysis: Understanding What-If Scenarios, Data Tables, Goal Seek Function
0930 - 0945	Break
0945 - 1100	Valuation Modelling: Understanding DCF Valuation, Relative Valuation & Building a Valuation Model
1100 - 1230	Leadership & Its Importance in Finance: Understanding the Need for Leadership in Finance, Role of a Finance Leader
1230 - 1245	Break
1245 - 1420	Leadership Styles in Financial Management: Autocratic, Democratic, Laissez-Faire, Transformational, Transactional, Etc.
1420 - 1430	Recap
1430	Lunch & End of Day Four

Day 5: Friday, 26th of July 2025

0730 - 0930	Communication for Finance Leaders: Importance of Effective Communication, Building Communication Skills, Barriers to Communication
0930 - 0945	Break
0945 - 1130	Ethical Leadership in Finance: Understanding the Importance of Ethics in Finance, Promoting Ethical Culture, Dealing with Ethical Dilemmas
1130 - 1230	Change Management for Finance Leaders: Leading During Change, Strategies for Effective Change Management, Overcoming Resistance to Change
1230 - 1245	Break
1245 - 1345	Case Study Discussion & Group Activity: Real-World Case Studies to Understand How Financial Leaders Tackle Challenges, Make Decisions & Drive Growth in Organizations. Group Activity to Simulate a Finance Leadership Situation & Decision Making
1345 - 1400	Course Conclusion
1400 - 1415	POST-TEST
1415 - 1430	Presentation of Course Certificates
1430	Lunch & End of Course

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

Mari Nakintu, Tel: +971 2 30 91 714, Email: mari1@haward.org