The Complete Accounting and Finance Course for Non-Financial Professionals

10 - 14 Nov 2025
London - Premier Inn Victorya

AGILE LEADERS
Training Center

The Complete Accounting and Finance Course for Non-Financial Professionals

Ref.: 36319_261429 **Date:** 10 - 14 Nov 2025 **Location:** London - Premier Inn Victorya **Fees:** 4800 **Euro**

Course Overview:

The course is designed to bridge the gap between complex financial concepts and practical, everyday business applications. It empowers non-financial professionals by simplifying the intricacies of accounting and finance. The course offers a hands-on approach to understanding financial statements, financial planning, and financial analysis. Participants will gain confidence in their ability to contribute to their organization's financial health by delving into real-world scenarios and practical examples. The course demystifies topics such as the accounting equation, financial statements, financial planning techniques, and capital budget decisions, making it accessible and valuable for professionals from various non-financial backgrounds. Whether you're looking to enhance your decision-making skills, understand the financial implications of your work, or simply gain a stronger grasp of financial concepts, this course is your gateway to financial fluency in the business world.

Target Audience:

- Non-financial managers and professionals
- Administrative assistants seeking to enhance financial literacy
- Project managers needing a better understanding of financial planning
- Entrepreneurs and small business owners
- Professionals transitioning into roles requiring financial oversight

Targeted Organizational Departments:

- Operations
- Marketing
- Human Resources
- Project Management
- Customer Service

Targeted Industries:

- Healthcare
- Education
- Government
- Retail
- Manufacturing

Course Offerings:

By the end of this course, participants will be able to:

- Understand the main accounting equation and fundamental accounting principles.
- Prepare key financial statements, including the income statement, balance sheet, and cash flow statement.
- Analyze financial statements using a structured framework.
- Differentiate between financial accounting and management accounting.
- Apply financial planning and analysis techniques to real-world business scenarios.
- Prepare operating budgets and make informed capital budget decisions.
- Utilize financial analysis to support decision-making.
- Understand the five main accounts in financial statements and their significance.

Training Methodology:

This course utilizes a combination of interactive and practical learning approaches to ensure a complete understanding of accounting and finance principles. Participants will take part in case studies that replicate real-world business scenarios, allowing them to apply their knowledge in a secure learning environment. Group work and interactive sessions promote peer learning and collaboration, fostering a deeper grasp of the material. The course also features reflective sessions for consolidating learning and feedback sessions to offer personalized guidance and improvement. Through these diverse methodologies, the course ensures that participants not only grasp theoretical concepts but also acquire practical skills that they can immediately apply in their professional roles.

Course Toolbox:

- Course handbook covering essential accounting and finance concepts.
- Templates for financial statements.
- Case studies for hands-on practice.

Course Agenda:

Day 1: Introduction to Accounting Principles & Cycle

- **Topic 1:** Understanding the accounting equation and the importance of bookkeeping.
- **Topic 2:** Overview of the accounting cycle.
- **Topic 3:** Distinguishing between financial accounting and management accounting.
- Reflection & Review: Recap and Q&A session.

Day 2: Mastering Financial Statements

- **Topic 1:** Preparing an income statement.
- **Topic 2:** Understanding and analyzing the balance sheet.
- **Topic 3:** Creating and interpreting cash flow statements.
- **Topic 4:** Introduction to the five main accounts in financial statements.
- **Reflection & Review:** Recap and Q&A session.

Day 3: Revenue and Expense Management

- **Topic 1:** Different revenue types and models.
- **Topic 2:** Types of expenses and their impact on financial outcomes.
- **Topic 3:** Principles of revenue and expense recognition.
- **Topic 4:** Preparing operating budgets.
- **Reflection & Review:** Recap and Q&A session.

Day 4: Advanced Accounting Concepts

- **Topic 1:** Differentiating between depreciation and amortization.
- **Topic 2:** Historical cost vs. fair value accounting.
- **Topic 3:** Double-entry bookkeeping and its significance.
- **Topic 4:** Financial decision-making through financial analysis.
- **Reflection & Review:** Recap and Q&A session.

Day 5: Financial Planning, Analysis, and Control

- **Topic 1:** Fundamentals of financial planning and analysis.
- **Topic 2:** The role of financial planning in non-financial roles.
- **Topic 3:** Techniques for financial control and decision-making.
- **Topic 4:** Making capital budget decisions.
- **Reflection & Review:** Recap, final Q&A session, and course wrap-up.

How This Course is Different from Other Accounting and Finance Courses:

The course stands out because it focuses on practical application tailored specifically for non-financial professionals. Unlike traditional finance courses that may overwhelm with technical jargon, this course simplifies complex concepts, making them accessible and relevant to those without a financial background. The course integrates real-world case studies, allowing participants to see the direct impact of financial decisions in various business contexts. This hands-on, interactive approach enhances learning and ensures that participants can apply their newfound skills immediately in their roles. Additionally, the course offers personalized feedback and continuous support through online resources, making it a complete and unique offering in the field of finance training.

WHO WE ARE

Agile Leaders is a renowned training center with a team of experienced experts in vocational training and development. With 20 years of industry experience, we are committed to helping executives and managers replace traditional practices with more effective and agile approaches.

OUR VISION

We aspire to be the top choice training provider for organizations seeking to embrace agile business practices. As we progress towards our vision, our focus becomes increasingly customer-centric and agile.

OUR MISSION

We are dedicated to developing value-adding, customer-centric agile training courses that deliver a clear return on investment. Guided by our core agile values, we ensure our training is actionable and impactful.

WHAT DO WE OFFER

At Agile Leaders, we offer agile, bite-sized training courses that provide a real-life return on investment. Our courses focus on enhancing knowledge, improving skills, and changing attitudes. We achieve this through engaging and interactive training techniques, including Q&As, live discussions, games, and puzzles.

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Gamified and
Interactive Training

We understand that training delivery can be challenging, both online and offline. To ensure engagement and achieve learning objectives, we have developed our own activities and collaborated with industry-leading solutions to gamify our training sessions. This approach increases interaction levels and guarantees effective learning outcomes.

Our Training
Cate gories

We cover a wide range of training categories to cater to different needs and interests

Branding, Marketing, Customer Relations, & Sales Programs
Finance and Accounting Programs
Human Resources Management Programs
Management & Leadership Programs

Political & Public Relations Programs
Project Management Programs
Quality & Process Management
Self-Development Programs

Join Agile Leaders today and embark on a transformative journey towards becoming a more agile and effective leader. Experience our customer-centric approach, actionable training, and guaranteed return on investment. Let us help you unleash your full potential in the dynamic business landscape.

Where to
Find Us

You can join our training programs at our centers located in

We also offer online training sessions through the Zoom platform.

Malaysia	Morocco	Spain	France	UK	Italy	Egypt	Turkey	Georgia	Azerbaijan	UAE
Kuala Lumpur	Casablanca	Barcelona	Paris	London	Rome	Cairo Sharm El-Sheikh	Istanbul	Tbilisi	Baku	Dubai

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