



COURSE OVERVIEW FM0233-4D Financial Modelling in Excel

Course Title

Financial Modelling in Excel

Course Reference

FM0233-4D

Course Date/Venue

August 12-15, 2024/Ajman Meeting Room, Grand Millennium Al Wahda Hotel, Abu Dhabi, UAE

Course Duration/Credits

Four days/2.4 CEUs/24 PDHs



Course Description



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



This course is very “hands on” and you will be encouraged to share your own experiences. Time will be spent on financial theory as well as practical modelling exercises. The theory section of the course covers financial management, budgeting theory and financial modelling methodology and best practice. During the practical parts of the course, you will build several of your own financial models to demonstrate a practical application of the skills you have learned.



This course is designed for business professionals who need to improve their basic excel skills. This intensive full day course focuses on the technical excel skills that will be required for the financial modelling course. It covers everything you need to perform your job and nothing you do not!

For those who do not have time to sit through extensive excel “how to” training, this course will arm you with a range of tools, techniques and formulas essential for financial purposes. Guaranteed to contain “no fluff”, this course will equip you with the skills to produce more efficient and accurate outcomes.





Course Objectives

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

- Apply systematic tools, techniques and good working knowledge on financial modeling using Excel
- Introduce financial modeling using Excel
- Identify financial modeling and explain if it is Excel or access and discuss the model design
- Discuss the skills needed for financial modeling, models, tools and function and identify the issues and logic surrounding the calculation of customer acquisition
- Implement modeling exercises using a range of financial functions and tools
- Build a business case utilizing financial modelling techniques, carryout modelling techniques, bullet proofing the model make a model user friendly
- Deal with uncertainty and risk and create a best, base and worst case scenario on the model and display final model results findings
- Carryout financial modelling for budgeting and forecasting through practical application of modelling in excel for the purpose of budgeting for organisations
- Demonstrate practical financial modelling including charting and graphing fundamentals, using a table or charts, combining tables and chart data table and data bars
- Choose the correct chart to display findings, introduce the do's and don'ts and common mistakes in graphical presentation of data reports
- Build a flexible report including dynamic chart
- Demonstrate and identify the overview of tiering tables, pricing models, dynamic charting and modelling for risk assessment

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 advance financial modelling using Excel for all those who are involved in designing, building of using financial models as well as analysing data including general managers, marketing managers, human resource managers, operational managers, finance managers, financial controllers, treasurers, economists, corporate advisors, budget analysts, financial planners, strategic planners and must be knowledgeable in computer especially using excel.



Exam Eligibility & Structure


For this intermediate level training course, it is imperative that you have a sound knowledge of excel prior to attending in order to maximise your learning experience. The course material will include extensive use of excel and it is essential that you are at ease with using spreadsheets. This is not a basic excel programme and during the course you will be required to work through a series of hands- on practical exercises. Maximum benefit from this course will only be achieved if you come prepared. Additionally, a good knowledge of financial techniques is assumed. Everyone will receive a pre- course questionnaire to ensure that the course leader gains an outline of your objectives for the course.

Course Certificate(s)

Internationally recognized certificates will be issued to all participants of the course.

Certificate Accreditations


Certificates are accredited by the following international accreditation organizations: -

-  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 **2.4 CEUs** (Continuing Education Units) or **24 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.

-  British Accreditation Council (BAC)

Haward Technology is accredited by the **British Accreditation Council for Independent Further and Higher Education** as an **International Centre**. 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.



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, PhD (on-going), MScLI, MBA, MBL, BSc, HDE, is a **Senior Finance & Management 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, Data Quality Control, Data Quality Assessment, Data Quality Planning, Data Quality Strategy Management, Data Modelling, Root Cause Analysis & Solution Development, Information Management,**

System Transformation, Project Planning, Scheduling & Cost Control Professional, Project Scheduling & Cost Control, Facilitation & Leadership Skills, Coaching, Human Resource Development, Psychometric Testing, Career Development & Competence, Succession Planning, Self-Development & Empowerment, Personal Learning Needs Identification, Energy Market Trading, 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, Complaints Handling Awareness, Communication Skills, Emotional Intelligence, Performance Management, Contract Management, Quality Management, Commercial Strategy, Project Management, Risk Management, Leadership & Business Management, Human Resource Management, Planning, Budgeting & Cost Control, 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 is the **Founder & CEO** of Mitakon Innovation Pty Ltd wherein he is 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 **Knowledge-Solutions Service Provider, Founder-Principal/CIO, Subject Matter Expert, Consulting Partner, Executive/Management Development Facilitator, Multinational/Corporate Senior Management Consultant, Senior Quality & Management Consultant, Executive Management Development/Facilitator, Business Consultant/Facilitator, Business & Quality Consultant/Coach, Client Director, Administration Manager, Quality Manager, Finance Manager, International Sales & Business Development Executive, Regional Sales Manager, National Key Accounts Manager, Commercial Sales & Marketing Consultant, Admin Assistant, Sales & Marketing Representative, Key Note Speaker, Lecturer and Instructor/Trainer** for various international companies such as the Highland Group (Business Consulting), **Anglo American, BHP Billiton, Rio Tinto, DI Management Solutions (BPO), Master Deal Making Institute (MDMI), RMG/Contact Media & Communications, Paul Dinsdale Properties (PDP), Giant Leap Architects, Wise Capital Investments (HOD), Evolution® Advertising, Collaborative Xchange, Leatt Corporation, Dentsply SA, FMCG/Binzagr Company, Unilever, Kellogg's, BAT, Hershey's, CORO, Lilly Direct/Lennon Generics and Bausch & Lomb.**

Mr. Taylor has **Master's** degrees in **Leadership & Innovation, Business Administration and Business Leadership** as well as a **Bachelor's** degree in **Physical Education** and pursuing **PhD** in **Global Governance & Energy Policy.** Further, he is a **Certified Instructor/Trainer, Certified Internal Verifier/Trainer/Assessor** by the **Institute of Leadership & Management (ILM)** 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.





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\$ 4,500 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, 12th of August 2024

0730 - 0800	Registration & Coffee
0800 - 0815	Welcome & Introduction
0815 - 0830	PRE-TEST
0830 - 0930	Must- Know Tools & Techniques
0930 - 0945	Break
0945 - 1100	Formulas you Simply Can't Live Without
1100 - 1200	Bullet- Proofing Your Model
1200 - 1215	Break
1215 - 1420	Charting
1420 - 1430	Recap
1430	Lunch & End of Day One

Day 2: Tuesday, 13th of August 2024

0730 - 0930	Essential Advanced Tools
0930 - 0945	Break
0945 - 1100	Scenario Tools
1100 - 1200	Other Useful Stuff
1200 - 1215	Break
1215 - 1420	Introduction to Financial Modelling <i>What is Financial Modelling? • Excel or Access? • Model Design • Skills Needed for Financial Modelling • Models, Tools & Functions • Issues & Logic Surrounding the Calculation of Customer Acquisition • Practical Exercise: Modelling Exercises Using a Range of Financial Functions & Tools • Building a Business Case Utilising Financial Modelling Techniques</i>
1420 - 1430	Recap
1430	Lunch & End of Day Two





Day 3: Wednesday, 14th of August 2024

0730 – 0930	Introduction to Financial Modelling What is Financial Modelling? • Excel or Access? • Model Design • Skills Needed for Financial Modelling • Models, Tools & Functions • Issues & Logic Surrounding the Calculation of Customer Acquisition
0930 – 0945	Break
0945 – 1100	Introduction to Financial Modelling (cont'd) Practical Exercise: Modelling Exercises Using a Range of Financial Functions & Tools • Building a Business Case Utilising Financial Modelling Techniques
1100 – 1200	Financial Modelling-Theory & Best Practice Modelling Techniques • Bullet - Proofing Your Model • Making A Model User-Friendly • Dealing with Uncertainty & Risk • Create a Best, Base & Worst Case Scenario on your Model
1200 – 1215	Break
1215 – 1420	Financial Modelling-Theory & Best Practice (cont'd) Displaying Final Model Results & Findings • Practical Exercise: Building Scenarios & Perform Sensitivity Analysis on Our Business Case Model
1420 – 1430	Recap
1430	Lunch & End of Day Three

Day 4: Thursday, 18th of August 2024

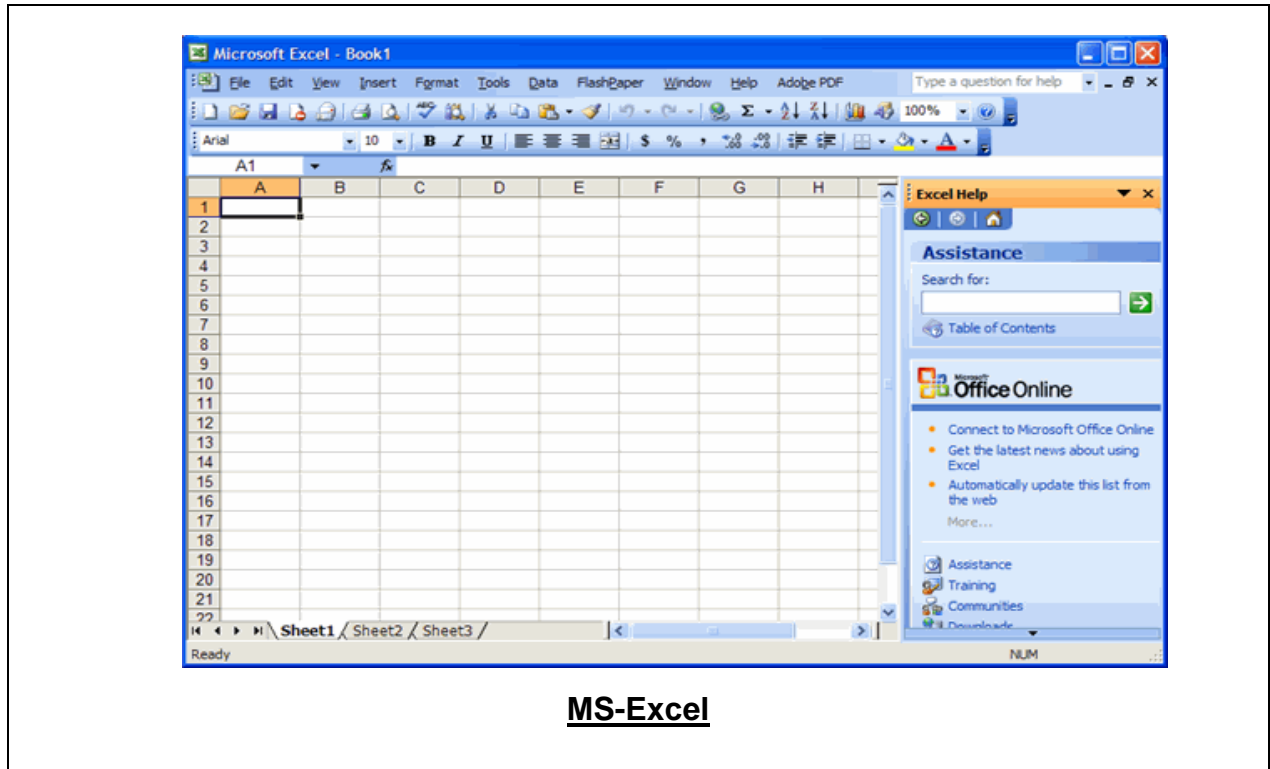
0730 – 0930	Financial Modelling for Budgeting & Forecasting-Practical Application of Modelling in Excel for The Purpose of Budgeting for Organisations Advanced Forecasting Functions • Modelling for “Stepped” Costs when Forecasts • Sales Forecasting • Seasonality • Building an Expense Budget • Contingency Planning • Budgeting for Capital Expenditure
0930 – 0945	Break
0945 – 1100	Financial Modelling for Budgeting & Forecasting-Practical Application of Modelling in Excel for The Purpose of Budgeting for Organisations (cont'd) Cash Flow Budgeting • Reporting Against Budget • Variance Analysis • Practical Exercise: Create a Model in Excel Which will Calculate Volume-Dependent “Stepped” Cost
1100 – 1200	Practical Financial Modelling Charting & Graphing Fundamentals • Using a Table Or Charts • Combining Tables & Charts Using Chart Data Table & Data Bars • Choosing the Correct Chart to Display your Findings • Visual Design - Do's & Don'ts & Common Mistakes in Graphical Presentation of Data & Reports
1200 – 1215	Break
1215 – 1345	Practical Financial Modelling (cont'd) Practical Exercise: Build your Own Flexible Report including a Dynamic Chart • Tiering Tables • Pricing Models • Dynamic Charting • Modelling for Risk Assessment
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

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