



# إدارة رأس المال والمدينون بطريقة فعالة: دليل لتحسين أداء الشركات

**Duration:** 5 Days

**Language:** ar

**Course Code:** PF1-113

## Objective

Upon completion of this course, participants will be able to:

- Develop an understanding of what working capital means to your organisation.
  - Predict future trends and protect your company's capital.
- Manage debt efficiently and understand where debt may be positive for your business.
  - Understand the key liquidity ratios.
  - Create operational recommendations based on capital earnings activities.
- Make key decisions regarding alternative credit policies and debt management.
  - Make strategic choices to avoid financial risks.
- Understand the differences between internal working capital management and external interpretations of capital management.
- Manage inventory, terms of sale, and discount periods based on the company's credit period, revenue, and goods and services.

## Audience

This course is designed for anyone responsible for managing and reporting on a company's finances and capital accounts to stabilise the financial position or make recommendations to

secure the company's financial future. It would be most beneficial for:

- Chief Financial Officers
  - Treasurers
  - Business Owners
  - Accountants
- Financial Risk Assessors
  - Operations Managers

## Training Methodology

This course used various adult learning methods to aid full understanding and comprehension. Participants will be engaged in fact-finding sessions on a group level to understand how capital management directly affects each area of their own company. They will review presentations to develop their debt and capital management skills and see real-world examples of positive management by other financially successful companies. Finally, they will be presented with tools and techniques to manage their capital and identify financial risks they can take away and implement in their job roles.

## Summary

Every company will have debts to manage and capital to maintain by using profits and income wisely. Typically, a company in some form of debt is a company that manages well to keep its taxes in order, manages its profits sensibly, and makes its money work for it. What many people don't realise is that some debt is good.

Capital management means correctly utilising the inventory and stock and moving the money received and paid out sensibly to maintain the highest interest turnover and lowest tax implications.

Capital management can be a complex concept, but it requires a working knowledge of the whole operation to understand how to minimise the number of expenses paid out and use working capital to make the operation run smoothly.

The most important thing to learn about managing capital effectively is to look to the future.

Future forecasting, predictions, market evaluations, and competitor critiques will allow a finance professional to understand where the market is likely to dip and what trends may hurt business capital. This will point to sensible and solid investments that will protect the capital going forward and increase the business's success while protecting against financial risk.

# Course Content & Outline

## Section 1: The Importance of Capital Management in Your Operations

- What is working capital management?
  - Good debt vs. bad debt.
- Your cash flow and profit relationship.
- Understanding how your finances relate to your operation.
  - Risk identification and management.
  - Your returns trade-off.
- Reviewing your inventory and debt policies.

## Section 2: The Working Capital Cycle

- Your cash conversion cycle.
- Managing your inventory effectively.
- Debts and sales balance and management.
- Creditors and your day's payable outstanding amounts.

## Section 3: Working Capital Optimisation - The Theory & Practice

- Maximum economic order quantities to maintain profits and remain within budget.
  - Process development and continuous improvement.
    - Controlling your credit.
- Managing your stock and reviewing trends based on market change.
  - Managing debtors against your own debts.
  - Offering credit and the risks to your business.
  - Management reporting based on efficient KPIs.

## Section 4: Capital Management Skills & Techniques

- Managing your treasury.
- Technology, spreadsheets, and automation.
- Automatic payment systems - the time-saving benefits.
  - Cash flow management.
- Outsourcing your debt and cash flow management.

## Section 5: The Cost of Capital & Credit-Related Funding

- Supplier debt and financing models.
  - Utilising receivable funding.

- The cost of capital rates.
- Creating a credit-related fund system.

## Section 6: The Impact & Strategic Decision-Making Process of Working Capital

- Ensuring company profitability.
- Developing an effective pricing model.
  - Creditor firm management.
  - Your policies and procedures.
- Working capital investments and corporate profitability.

### Certificate Description

Holistique Training عند إتمام هذه الدورة التدريبية بنجاح، سيحصل المشاركون على شهادة إتمام التدريب من (e-Certificate) وبالنسبة للذين يحضرون ويكملون الدورة التدريبية عبر الإنترنت، سيتم تزويدهم بشهادة إلكترونية من Holistique Training.

وخدمة اعتماد التطوير المهني (BAC) معتمدة من المجلس البريطاني للتقييم Holistique Training شهادات ISO 29993 أو ISO 21001 أو ISO 9001 كما أنها معتمدة وفق معايير (CPD) المستمر.

لهذه الدورة من خلال شهادتنا، وستظهر هذه النقاط على شهادة إتمام (CPD) يتم منح نقاط التطوير المهني المستمر واحدة عن كل ساعة CPD يتم منح نقطة CPD، ووفقاً لمعايير خدمة اعتماد Holistique Training التدريب من لأي دورة واحدة نقدمها حالياً CPD حضور في الدورة. ويمكن المطالبة بحد أقصى قدره 50 نقطة.

### Categories

المالية والمحاسبة، الإدارة والسكرتارية

## Related Articles



### What Is Capital & Debtors Management? A Comprehensive Guide

Delve into the crucial world of financial management with this comprehensive guide! Learn about working capital types, its management, the working capital cycle, debt management, and more. Uncover strategies to enhance your business's financial health effectively

## YouTube Video

<https://www.youtube.com/embed/TJ-ezmObmx8?si=8SxNzabf4iK3Md9F>