



វិទ្យាស្ថានអភិវឌ្ឍន៍សម័យ

Educational Development Institute

Training | Consulting | Research

ABOUT EDI

Founded in 2007, Educational Development Institute (EDI) is a member of Westline Education Group (WEG) and is an educational organization providing professional training (Public Training, Executive Training, Corporation Customized Training, Consulting and Research).

OUR EDUCATION PARTNERS



OUR SERVICES

TRAINING

- 1 Public Training
- 2 Customized Training
- 3 Executive Certificate Program
- 4 Small and Medium Enterprise

CONSULTING

- 1 Business Start Up
- 2 Strategy Development
- 3 Policies Development
- 4 Standard Operating Procedure Development

RESEARCH

- 1 Social and Development
- 2 Market and Industry
- 3 Feasibility Studies
- 4 Mystery Shopping
- 5 Survey / Data Collection

BUDGET PLANNING AND FINANCIAL FORECASTING

Course Fee: \$ 290 | Early Bird: \$ 230

INTRODUCTION

Budgets are an essential tool in the management of an organization's affairs. In order to prepare budgets, a manager must understand precisely what budgets are, how they are prepared and what their applications in the management's decision process are. Otherwise, internal controls are specific restrictions that guide activities to reduce the chance of fraud. Using controls lets you spot problems before they get out of hand and protect company.

COURSE STRUCTURE

The certificate course in working with Budgets spent approximately 16 hours, OR is offered a 2-day period. The course is based on a participatory, active learning approach, group discussions. An Action Guide for working with Budgets, by Ms. Pich Rathmony. Participants will receive a Certificate of Participation upon successful completion of the course. The maximum number of participants is 20.

LEARNING OUTCOMES

Upon the completion of this two-day training, participants are expected to:

- Explain what a budget is
- Prepare budgets for the enterprises
- Use the budgets and budgetary control techniques
- Assurance that all business transaction and documents are completely and accurately processed
- Minimization of the risk of fraud and misappropriation of assets



វិទ្យាស្ថានអភិវឌ្ឍន៍សម័យ

Educational Development Institute

Training | Consulting | Research



015 728 123 / 023 966 967



training@edi-cambodia.org



edicambodia



www.edi-cambodia.org



Our Trainer

Ms. Rathmony

Expert in Business Management
Finance, and Associate Trainer

Ms. Rathmony is a specialist in Financial Management and Entrepreneurship Education. She has her Bachelor Degree in Business Economic from National University of Management and Master Degree of General Management from Charles Sturt University. In addition, she earns an acceptance to provincial Vcertification Training of Business Edge by Mekong Private Sector Development Facility which is part of World Bank Group.

Ms. Rathmony has had more than 14 years of experience in consulting and delivering business training to those concerned business owners within the country. She has conducted training to some sectors such as Trade Unions, Multi National Corporation –Garment factories, NGOs, Government agencies, and Business corporate companies. Her training expertises are Business Plan Creation, Micro Business, Entrepreneurship, Project Planning, Accounting and Financial skills.

Currently, **Mony** is a full-time trainer and consultant specializes in Small and Medium Enterprise (SME) for EDI in assisting clients to design strategic process, managing and reporting by business project and oversee with those projects to ensure that project members understand their jobs and are able to fulfill company's expectation to achieve their financial goals and objectives.

WHAT YOU WILL COVER?

1. Why we need a budget?
2. Steps in preparing budgets
3. Budgeting Sample and Practicing
4. What is a financial forecasting?
5. Uses of Financial Forecasting
6. What makes financial forecasting important?
7. Budgeting vs. Financial Forecasting

APPLICATION

After gaining a greater understanding of the basic concepts of budgets and budgetary control, the learners will be able to do the following things in their work place:

- If an owner, he/she will make use of the advantages of budgets in order to allocate financial resources, to ensure all expenditures do not exceed budgeted plans, and to maximize the financial resources of the enterprise.
- If a manager, he/she will:
 - a. Collect information, make appropriate forecasts and participate and/or support the budget team in preparing the budgets
 - b. Use the detailed budgets of various departments to ensure that each one operates within its planned budget
 - c. Report to management all variances between actual performance and forecasts
 - d. Analyze causes of variances, suggest and/or implement measures to resolve or improve the situation.

WHO SHOULD ATTEND?

Business Owner/Manager who work in private sector or SMEs.

☒ Time: 8:00am- 5:00pm

☒ Language: Khmer & English

☒ The Fee Includes:
Refreshment, Materials
and Certificate of Participation