

Strategic Planning & Budgeting

Introduction

Strategic planning, budgeting and forecasting are critical for effective corporate performance management (CPM). Yet, many organisations struggle to come to grips with the challenge of effectively coordinating and managing these vital processes across the various functional areas. At the hub of effective strategic planning and CPM are the important processes of budgeting and forecasting. However, the outcomes of these processes are dependent on how well they are linked to the strategic planning process, and the robustness of the tools and techniques used.

This interactive two day training course will not only emphasise the importance of linking processes but also demonstrate how they are implemented. It will provide invaluable insights and actionable advice to drive success as well as new case studies and best practices across the industry. The workshop will also discuss what organisations can and must do to survive any future financial or economic crisis.

What You Will Learn

1. Understand the budgeting and planning process
2. Differentiate between operating and financial budgets
3. Gain an understanding of various approaches to budgeting
4. Recognise the steps in preparing budgets
5. Be familiar with the process of budgetary control

What We Offer

- Workshops (Full day / 2 Days)



STELLAR
CONSULTING
GROUP

Course Outline

1. The BUDGET

- Effective Budgeting
- Types of Budgets
- The Budgetary Process
- Actual Costs vs. Budget Costs
- Budget Issues

2. PLANNING AND BUDGETING : Process, Preparation, and Control

- Planning and Budgeting
- Strategic Planning
- Short-term and Long-term Plans
- Budget Accuracy

3. ADMINISTERING : Reports, Analyses, and Evaluations

- Types of Reports
- The Budget Manual
- The Budget Sheet
- The Budget Committee
- Budget Calendar
- Break-even and Contribution Margin Analysis
- Applications of the CVP Model
- Some Applications of Contribution Margin Analysis and “What-If” Analysis

4. PROFIT PLANNING : Targeting and Reaching Achievable Goals

- Profit Planning
- Objectives in the Profit Plan

Course Outline

5. CAPITAL BUDGETING : Selecting the Optimum Long-term Investment and Real Options

- Factors to Consider in Determining Capital Expenditures
- Evaluation Methods
- Real Options
- Capital Budgeting under Risk

6. MASTER BUDGET : Genesis of Forecasting & Profit Planning

- Master Budget Flowchart Structure
- Sales Planning Compared with Forecasting
- Types of Budgets
- The Production Budget
- Manufacturing Cost Budgets
- Planning and Control of Material Purchases and Usage
- Sales Budget & Sales Forecasts
- Budgeting Advertising & Measures of Advertising
- Research and Development (R&D) Budget
- General and Administrative Expenses
- Headcount Forecasting
- Capital Budget Process

7. BUDGETING FOR SPECIFIC OUTCOMES

- Activity-Based Budgeting
- Life-cycle Budgeting
- Kaizen Budgeting
- Zero-base Budgeting

8. MANAGERS' PERFORMANCE : Evaluation at the Division Level

- Responsibility Accounting
- Cost Center, Investment Center & Profit Center
- The Balanced Scorecard

About the Speaker

Hazik Mohamed is the Managing Director of Stellar Consulting Group Pte. Ltd., which is an organization that connects businesses and investors to markets regionally and internationally. He consults SMEs on business and financial advisory, as well as MNCs through industry intelligence, emerging trends & analysis or acquisitions and capital-raising.

Hazik holds a BSc in Mechanical Engineering from the University of Arkansas, and MSc in Finance from the Zicklin School of Business at Baruch College (CUNY). He specializes in topics relating to business expansion, operational excellence and professional management.

Encouraging active participation, the seminars and workshops have been highly rated because they inspire action and provide concrete "how to" steps that are practical to produce immediate results.

Company Profile

Stellar Consulting Group conducts executive training through its subsidiary, Anisa Hassan International (AHI) which focuses on business and leadership training. Each year, AHI hosts public workshops across ASEAN teaching individuals and organizations how to live out business and leadership excellence at all levels in any organization.

Our workshops can also be provided in-house, which is a cost-effective approach if you have a large number of people who require training. You choose where and when you want our trainers to deliver. We will also tailor the course content to suit your precise organisation needs.

Other business activities of the group include :

- Acquisitions and capital-raising
- Business and financial advisory
- Market & Industry intelligence

Schedule & Fee :

- 1 Day Workshop (0900 – 1730hrs)
 - 2 Day Workshop (0900 – 1730hrs)
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Payment Methods

Registration will only be confirmed upon receipt of payment through the following methods: (Please tick one)

- Bank Transfer : Please quote your Company's name & Invoice number

Bank Name:	Standard Chartered Bank
Account Name:	Stellar Consulting Group Pte. Ltd.
Address:	6 Battery Road, Singapore 049909
Account No.:	52-000-0995-9
Swift Code :	SCBLSGSG

- International Money Order
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Other Popular Seminars & Workshops

Business Boot-camps

Branding for SMEs

Finance Management for non-Finance Managers

KPI & Organizational Appraisal System

DELEGATE/ PERSONAL PARTICULARS

Organisation name: _____

Address: _____

Postal Code: _____ Country: _____

Authorised by: _____ Job Title: _____

Delegate 1 Name (Mr/Ms) : _____

Job Title: _____

Department : _____

Telephone: _____ Fax : _____ Email : _____

Delegate 2 Name (Mr/Ms) : _____

Job Title: _____

Department : _____

Telephone: _____ Fax : _____ Email : _____

Delegate 3 Name (Mr/Ms) : _____

Job Title: _____

Department : _____

Telephone: _____ Fax : _____ Email : _____

IMPORTANT :

Only one discount scheme is applicable. Fee includes lunch, refreshments and documentation. Payment must be received before the event date in order to guarantee your seat. Prices quoted are not inclusive of taxes and bank charges.

Enquiries:

Please contact Rose Marie at Tel : (65) 6336 5458 or Fax : (65) 6538 8197

Email : rosemarie@anisahassan.com or
hazik@stellarcg.com for more information.

CANCELLATION AND TRANSFER :

If you are unable to attend, a substitute delegate is welcomed at no extra charge. Alternatively, your registration can be credited to a future event organised by Anisa Hassan International (AHI). A full refund, less 20% administration charge will be made for cancellations received in writing at least 15 days prior the event. A complete set of course documentation and 50% refund will be sent for cancellations received less than one week prior to the event or for “no show” participant. A complete set of course documentation will however be made available. AHI reserves the right to cancel or alter the content and timing of the program or the identity of the speakers for reasons beyond its control.

DUPLICATED MAILINGS AND CORRECTIONS :

If your details on the address label is outdated or incorrect, please send the correct details to the address below. Corrections will be handled as promptly as possible.

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