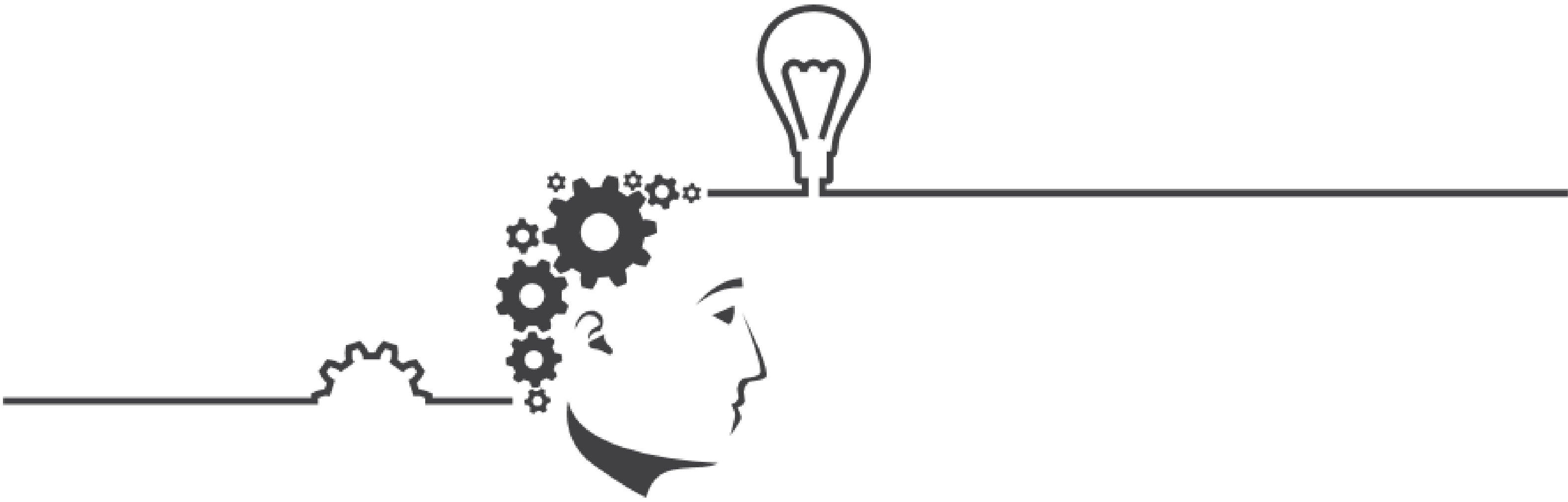
HDTC Training Center

Provide

Technical proposal of the Training program

Financial Accounting and Reporting



Introduction

In today's competitive and regulated business environment, accurate financial accounting and transparent reporting are essential for informed decision-making and maintaining stakeholder confidence. The **Financial Accounting and Reporting** training program provides participants with a comprehensive understanding of key accounting principles, financial statement preparation, and compliance with international financial reporting standards (IFRS). This 5-day intensive course is designed to enhance practical skills in analysing, preparing, and interpreting financial reports with a focus on real-world application.

Program Objectives:

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

- Understand the fundamental principles and concepts of financial accounting.
- Record and classify financial transactions accurately.
- Prepare essential financial statements in accordance with accounting standards.
- Analyse financial statements to assess organizational performance and financial position.
- Understand and apply IFRS principles and disclosure requirements.
- Improve reporting quality and ensure compliance with internal and external standards.

Program Outlines:

Day 1: Fundamentals of Financial Accounting

- Introduction to accounting principles (GAAP & IFRS overview)
- The accounting cycle: from journal entries to trial balance
- Double-entry bookkeeping system
- Chart of accounts and ledger management
- Accrual vs. cash accounting

Day 2: Financial Statements – Structure and Preparation

- Overview of key financial statements:
  - Income Statement (Profit & Loss)
  - Balance Sheet (Statement of Financial Position)
  - Cash Flow Statement
  - Statement of Changes in Equity
- Preparing basic financial statements from trial balance
- Common adjustments (depreciation, accruals, provisions, etc.)

Day 3: IFRS and Financial Reporting Standards

- Importance of IFRS in global reporting
- Key IFRS standards (e.g., IFRS 15, 16, 9, and 13)

- Revenue recognition, lease accounting, financial instruments
- Disclosures and reporting obligations
- Comparison between IFRS and local GAAP (if applicable)

Day 4: Financial Analysis and Interpretation

- Understanding and using financial ratios:
    - Profitability, liquidity, solvency, and efficiency ratios
- Vertical and horizontal analysis
- Interpreting financial statements for decision-making
- Common financial red flags and indicators
- Real-life financial statement case studies

Day 5: Reporting Best Practices and Internal Controls

- Principles of high-quality financial reporting
- Internal controls in financial reporting
- Role of auditors and audit trails
- Ethical considerations in financial reporting
- Final workshop: Prepare and present a simplified financial report

Target Audience:

- Junior and mid-level accountants
- Finance officers and analysts
- Auditors and internal controllers
- Business managers and entrepreneurs
- Professionals preparing for CPA, ACCA, or CMA certifications
- Anyone seeking to strengthen their understanding of financial accounting and reporting

Training methods:

- Technology-Based Learning.
- Simulation in Training.
- On-the-job guidance.
- Trainer-Led Training.
- Work Teams and Roles.
- Films and Videos.
- Case Studies and Workshops.