Financial Forecasting, What-if Analysis & Quick Feasibility Study
17-18 June, 2013

Course Introduction
Are you able to build Excel forecasting model that supports efficient decision making? Is your model capable of creating different scenarios that support What-if Analysis work? Are you able to document different scenarios easily?

In today’s fast paced world, management requires rapid information to make better business decisions. However, most Finance Managers find it hard to provide such support because of their role in micro finance, hence frustrating management. This hands-on course will equip you with the core competencies required to build Financial Models, using excel, to support quick management decisions.

Expected Outcome
At the conclusion of this course, you would have acquired enough knowledge to:

• Build effective Financial Model quickly and systematically to meet business needs efficiently
• Prepare What-if analysis to support better Management Decision Making
• Understand the Do’s and Don’t’s in Building Financial Model using Excel
• Leverage on some Excel Functions to enhance the models
• Use Macro recording to automate certain repetitive tasks efficiently

Learn to creatively combine the 7 smart reporting templates in preparing your financial model

Systematic Forecasting Template
Learn to build forecasting template systematically. Incorporate flexibility which allows for quick updates later, perform what-if analysis and enable future expansion

One page control center What-if Dashboard
Develop a control center dashboard where all key drivers of the business is available at your finger tips for easy manipulation, empowering your analysis to build & test different scenarios

Interactive Drop Down Lists and Form Controls
Make data entry easier and prevent data entry errors with the help of picking from a drop down list. Include user friendly scroll bars, etc, to make scenario building a breeze

Capture each scenario’s assumptions with Macro
Learn to creatively use macro recording to capture each scenario’s assumptions to enable reviews later on

Quick ROI calculation
Learn to construct a feasibility model quickly but bypassing the need to build the balance sheet, in order to support quick business decisions

Efficiency Boosting Shortcut Keys and Techniques
Learn smart excel control keys and techniques that will make your modeling work a lot easier and faster to build

Communicate effectively with Charts
A picture paints a thousand words. Learn to condense large variety of data into easy-to-understand charts that clearly & effectively communicate important key points

Feedback
Overall Rating 8.7 /10
“It helped me understand how to build financial models. Now I can build my own model and incorporate the flexibility to change it later....”

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Course Content

Financial Model 1: Financial Forecast
- Learn to build a comprehensive financial forecast model which incorporates Balance Sheet, Income Statement, Cashflow, inclusive of supporting worksheets
- Increase the value of your model by incorporating avenues for future expansion and capability for customisation to different business needs, using proven techniques, short cut keys and best practices – avoid common myths and mistakes
- Leverage on Excel’s formulas and features to increase your efficiency and effectiveness to build a flexible and dynamic model, in support of your business’ ever changing needs
- Make use of Excel’s auditing functions to quickly detect and correct errors

Financial Model 2: What-if Dashboard with Macro recording
- Design and build a one-page dashboard that makes available important key drivers for easy manipulation and development of different scenarios
- Incorporate scroll bars, spin buttons to make scenario building easy for the user
- Learn to creatively overcome certain excel feature limitations
- Power up your what-if analysis work with the Goal seek feature – helping you to find input values needed to achieve a goal/objective
- Learn to use macro recording creatively to automate otherwise complex tasks, like documenting different scenarios assumptions, so they are done consistently every time without the possibility of human error
- Use simple line charts to ‘paint’ a clearer picture of the important key points, including KPIs
- Protect your model and design to ensure data integrity and data security

Financial Model 3: Quick feasibility model
- Increase your efficiency by building a simplified version of the financial forecast but still based on certain solid assumptions, to quickly work out the Return on Investment (ROI)
- Learn to bypass the need to build the balance sheet for ROI calculation
- Utilize some smart Excel functions and formulas to improve modeling efficiency
- Communicate results more effectively with the help of pie and bar charts to support better management decision making

Methodology
- Lecture
- Group Discussion
- Hands On
- Exercise

Who Should Attend
- Finance Managers & Accountants
- Supervisors
- who need to prepare financial forecasts

Course Materials
- Will be provided

Duration
- 2 days (9am-5pm)

Location
- PJX (next to Amcorp Mall), PJ

Laptop
- Participants to bring their own laptop

Pre-Requisite
- Must have at least Intermediate Excel & Basic Financial Knowledge

Software Version
- MS Excel 2010

Course Fees
- Standard Fee: RM1,800
- Group Discount Fee RM1,500* (Minimum 3 pax)
- Member Fees RM1,500* (Payment received on or before training day)

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TRAINER: Vera Ng Yu-Lu (B. Business, CPA(Aust), MBA (Marketing))

Vera started her professional career as an Auditor at a leading accountancy firm. Before moving into training, she spent many years honing her financial, management and technical skills working in various roles from Finance & HR Management to Business & Process Improvement Management, covering a regional scope. Being a trainer, she offers quick and effective ways of learning and practical application of technology to work. Her easy going, practical and creative ways makes learning enjoyable for the participants. Specialising in Smart Technology with the aim to increase Personal Effectiveness, she helped participants leverage on Microsoft Applications to effectively and efficiently support their management in better decision making.

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Supported by: ATECH
Endorsed by: Bryan Ng