

Preparation and Analysis of the Balance Sheet and Income Statement

General Objectives:

This course aims to provide participants with the knowledge and skills that will enable them to effectively prepare the company's Balance Sheet and Income Statement, as well as to know how to analyze them and suggest corrective measures, if deemed necessary.

Specific Objectives:

- At the end of the Course participants will be able to effectively prepare, prepare and analyze the company's Balance Sheet and Income Statements.

Recipient:

This Course is intended for all employees of accounting and finance departments involved wholly, or partially, in the preparation of annual accounts, who wish to improve the principles, methods and techniques of preparing the annexes.

Duration

24 Hours

Program Content

Module I - Qualitative Characteristics of Financial Information

- Objectives;
- Accounting Principles.

Module II - Year End Operations

- Introduction;
- Year-End Operations:
 - Postings and sequence;
 - Rules and procedures to check.
- Regularization of accounts;
- Results clearance entries;
- Final trial balance.

Module III - The Income Statement

- Definition;
- The Income Statement:
 - By nature;
 - By function.
- Practical exercise: preparation and analysis.

Module IV - The Balance Sheet

- Patrimonial and financial perspective;
- Components and particularities;
- Practical exercise: preparation and analysis.

Module V - The Closing of Accounts

Module VI - The Reopening of Accounts

Module VII - The application of results

- Legal requirements;
- Proposal and decision for application.

Module VIII - The Accountability

- Legal obligations;
- Documents to be elaborated.

Module IX - Analysis of the main economic and financial indicators

- Analysis of the short term financial situation;
- Analysis of the medium and long term financial situation;
- Analysis of the economic situation;
- Operating analysis.

Module X - Practical Exercises