



# WORKING CAPITAL

## Cash Flow and Working Capital Management

15 - 16 July 2024

Kuala Lumpur

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The Course will provide participants with a structured process and methodology to analyze and understand cash and working capital information and improve their analytical skills. The curriculum is designed to ensure that complex concept and strategies are delivered to participants in a simple way, and it becomes easy for them to remember and implement these ideas in their current job and business decision-making.

### Overview

The course will cover how to analyze financial statements and case studies, interpretation of cash flow and working capital information, roles of working capital and cash flows in growth of the companies, and issues faced and strategies in critical decision-making. Participants will gain valuable knowledge from the entire course and practical examples and exercises which they can apply in their business and professions. The analytical structure for the course hinges on cash Management, working capital, identification of issues, management of the working capital and cash flows issues, strategies for the company, Financial analysis, forecasting of cash flows and various decision-making using various financials tools

### Who should attend

All individuals who want to improve their finance effectiveness and decision making should attend this course

- Finance managers, business analysts, corporate finance professionals and manager etc
- Functional/ departments heads, CFO and decision-making professionals in the corporate finance of the company
- Middle to senior managers working in finance department of the company
- Financial professionals like CPA, CFA, MBA etc
- Business owners, entrepreneurs, investors, consultants etc
- Any other professional who wants to build up his/her finance capabilities

### Methodology

Non- theoretical methodology which includes interactive discussions, case studies, interactive games and assignments to understand the concepts and their applicability.

### Trainer

All our trainers are carefully chosen by us and possess a rich and vast experience in the financial sector. This course conducted by an experienced training consultant having more than 16 years of industry experience with some of the world's leading business institutions, specializing in corporate finance, investment banking, and private equity.

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### Module – 1

#### Introduction

- Introduction
- What is cash
- What does Cash include?
- What is Cash Management?
- Cash Management objectives

### Module – 2

#### Heart of any business

- Importance of Cash Flows Statement -
- How to analyze Cash Flow Statement
- Difference between Accounting profit and Cash profit

### Module – 3

#### Cash management process and its control

- Advantages of cash management
- Steps to Cash Management process
- Conduct a baseline assessment to establish your current status
- Track your performance
- Create an Action Plan
- Roll it out
- Continue to improve

### Module – 4

#### Cash flow cycle and planning

- How does money move in Cash Flow Cycle
- Steps in Managing Cash Flow
- How to measure the liquidity of the company and its impact on cash management
- Sources of liquidity: Primary and secondary sources
- How to measure the liquidity using various ratios
- Analysis of impact of liquidity on cash management
- Pitfalls' of analysis

### Module – 5

#### Forecasting and analysis of cash budget

- How to build the cash budget
- Analysis of cash budget
- Items to be included and excluded
- Pitfalls and point to remember

### Module – 6

#### Financing of cash and working capital requirement of the business

- Why we need financing for cash and working capital
- Understanding and types of financing
- Various sources to raise cash and its cost
- How to evaluate various options and choose the best source

### Module – 7

#### Impact of cash shortages and surplus

- Understanding cash shortage & cash surplus
- Cash shortfalls and cash surpluses
- Managing Cash shortages
- Steps in managing cash flow during shortages
- Evaluating funding options
- Accelerating cash inflows
- How do you manage surplus cash
- Investment policy
- Steps for investment plan
- Investment Product of corporate cash management

### Module – 8

#### Effect of credit management on cash and strategy to improve the cash management

- Credit management
- Receipt Cycle
- Issue in the credit management
- Example of credit management for global companies
- Understanding the impact of credit on the business of the company
- Various type of policies used in industry

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and its impact on cash

- Various analysis to check the effectiveness of the credit policies
- Key pitfalls

### Module – 9

#### How to manage the receivables and payables to improve the cash flows

- Strategy of Credit management to improve cash flows
- Advantages and disadvantages of these strategies
- Receivable Financing
- Types of receivable financing
- Unsecured financing
- Collection and payment practice
- Categories of holding cash
- Prompt Collection and efficient disbursement

### Module – 10

#### Managing inventory

- Understanding of various inventory management policies in the industry
- How does inventory effects the cash management
- Strategy to improve the inventory management
- Various method applied for inventory management
- Inventory financing

### Module – 11

#### Warning Signals of adverse working capital and cash flow management and steps to improve

- Warning signs in working capital management
- Understanding its impact on cash flow
- Questions to be answered for warningsigns
- Early warning signs
- Monitoring cash flow for warning signs

### Module – 12

#### How to implement effective Internationalcash management

- International Cash Management
- Complications in International Cash Management
- Strategy for international cash management

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### DELEGATES' REGISTRATION FORM

#### Course Fees

(Fees per participant)	Single	Group**
Normal fees	SGD 1999	SGD 1899
Early bird price*	SGD 1899	SGD 1799

\*Payment 30 days before commencement of course

\*\*Minimum of 3 participants

#### Venue Details

- All our training sessions are held in good locations, assuring a high level of comfort and a conducive learning environment.
- Due to variation in a number of participants, final venue details will be mailed 14 days before the course commences.

The course fee includes

- Dedicated expert
- Lunch and refreshments
- Copies of important course material
- **Disclaimer:** Riverstone SG Pte Ltd reserves the right to change the venue or postpone the course due to unforeseen circumstances.

#### Company Information

Company Name : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Contact Person : \_\_\_\_\_  
 Designation : \_\_\_\_\_  
 Email : \_\_\_\_\_  
 Phone : \_\_\_\_\_

#### Delegate Information

Name (1) : \_\_\_\_\_  
 Designation : \_\_\_\_\_  
 Email : \_\_\_\_\_  
 Phone : \_\_\_\_\_  
 Name (2) : \_\_\_\_\_  
 Designation : \_\_\_\_\_  
 Email : \_\_\_\_\_  
 Phone : \_\_\_\_\_

#### Payment Terms

- Full payment is required for seat confirmation.
- Make a crossed cheque or bank draft payable to **Riverstone SG Pte Ltd.**
- Mail your payment with this registration form to **Level 20, Tower 2, One Raffles Place, Singapore 048616.**
- Alternatively, you can do a bank transfer to OCBC Bank account no **686679846001**(Branchno:7339).

#### Need in-house training on the same topic?

For in-house training on the same course or customized course, please contact us through

Email : register@riverstonetraining.com.sg

or

Phone : +65 9730 4250

SG atleast 14 days before the event date. A full refund, less an administration fee of SGD 150, will be given.

- For written cancellations received less than 14 days before the event date, no refunds will be given. However, you will receive a 100% credit voucher that

#### Cancellation Policy

- If you are unable to attend, a replacement delegate is always welcome.
- Any cancellation must be made in writing to Riverstone can be applied towards any of our subsequent training courses within six months of the initial registr