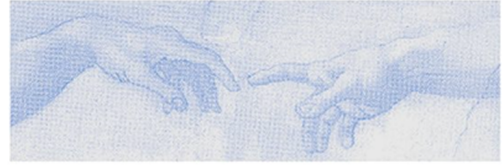


Financial training For non financial staff



The financial training specialists

Its in the detail (Budgeting, Cashflow, Profit)

We rely on our financial report to tell us where we are against budget. If we're worse than budget, we must take action to put things right. If we're better than budget, we can relax a little.

But what if the financial report is wrong?

What if we're taking action to solve a non-existent problem? Or if we're blissfully unaware that there is a problem and we should be taking action?

The report we read is composed of many individual transactions, just as the honeycomb in the picture is composed many individual cells.

There are two potential problems with the transactions. They may include costs that are there by mistake, and aren't ours. Or our costs may have been wrongly allocated to another cost centre, and they come back to haunt us right at the end of the financial year when it's too late to do anything about it.

So we need to take time to go through the transactions (the important ones certainly, even if we can't go through them all), and answer two questions. Do these costs belong to us? Have all our expected costs have been included? If we've been allocated someone else's costs, or some of our costs have gone astray, we need to get Finance to put it right.

We need to do the same with revenue: that's always an important number!

How will you make time to check your detailed transactions like this? How will you ensure you can answer those two questions?