



Alabama Small Business Development Center Network

Strengthening Alabama's Economy, One Small Business at a Time.

www.asbdc.org

Registration is now underway for UNA's Finance & Accounting for Non-Financial Managers offered by Continuing Studies and Outreach. This course is cosponsored by the Muscle Shoals Chapter Institute of Management Accountants.

FINANCE & ACCOUNTING FOR NON-FINANCIAL MANAGERS

April 11 & 18, 2011

* 8:00 am - 4:30 pm * Price: \$349

Instructor: Dr. Mark Lawrence

Location: UNA East Campus, 1640 Tune Ave., Florence, AL

This class is approved for 16 A&A CPE Hours

Course Number: 11-A0404

Finance and accounting are the universal languages of business. Whether you're a brand-new supervisor or a seasoned professional, you won't go far without having a command of key financial concepts. Think of this broad-based course as your personal, one-on-one tutor. Revised and updated throughout and featuring a new chapter on corporate governance, Finance and Accounting for Nonfinancial Managers, Second Edition, is written expressly for nonspecialists like you. This fundamental course clearly explains how to understand financial and operational measures, prepare and utilize budgets, respond to inquiries about the dollars-and-cents consequences of actions taken by you or your department and speak the jargon of finance with fluency and ease.

"Funded in part through a cooperative agreement with the U.S. Small Business Administration. Reasonable accommodations for persons with disabilities will be made if requested at least two weeks in advance. Contact Phillip Marks, UNA-SBDC, 143 Keller Hall on the UNA Campus, UNA Box 5248, Florence, AL 35632, Phone: 256-765-4668."



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Course Objective: Learn key financial concepts and relate them to the financial management actions necessary for the nonfinancial manager.

Selected Learning Objectives

- Differentiate between finance and accounting
- Grasp accounting fundamentals such as debits, credits and double-entry bookkeeping
- Analyze basic financial documents such as income statements and balance sheets
- Use financial tools to manage performance more effectively
- Determine how assets, liabilities and equity affect your area of operation
- Apply financial risk/return principles to managerial decision making
- Justify requests for new equipment and other capital investments
- Improve budgeting skills
- Relate your department's financial performance to the bigger picture

You can register online at www.una.edu/continuing-studies (select Accounting), or contact our office at 256-765-4862 to register by phone. We accept all major debit and credit cards. Please share this email with others who may be interested

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