

Certificate in Accounting and Financial Control

Course code: F03



SPARK TRAINING

Professional training courses for leaders, specialists, and organizations seeking practical capability development.

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— Workshop Overview

This course covers several activities that are practiced by financial controllers, from preparing and reviewing financial statements, analyzing an organization's financial health and performance, and administering the budget process and control function, to managing staff performance and enhancing their productivity. This course provides professionals the chance to practice these responsibilities and sharpen the necessary skills.

Why Attend

This course focuses on exercises, case studies, Excel workshops, and individual and group presentations.

Who Should Attend

Financial controllers, chief accountants, finance or accounting managers, supervisors, staff accountants, general ledger accountants and any professional in accounting and finance who wish to upgrade their skills as well as prepare themselves to assume the responsibilities of a financial controller.

— Learning Objectives

- Identify the main responsibilities handled by financial controllers
- Describe the different financial statements used in their organizations
- Analyze company performance highlighting impact of current operations on future financial results
- Evaluate and present company budgets and assist management in selecting proper plans
- Practice some of the key skills required using Excel to boost the efficiency of accounting and finance work
- Assess internal controls within the finance department and the organization in general

— Course Outline

DAY
1

The main responsibilities of financial controllers

- Accounting and reporting responsibilities
- Budget reporting and analysis

DAY
2

Managing finance and accounting staff

- Evolving role of financial controller

DAY
3

Accounting and reporting

- Overview of the main International Financial Reporting Standards (IFRS)

DAY
4

An inside look at the key financial statements

- Statement of financial position
- Statement of comprehensive income
- Statement of cash flows
- Statement of changes in owner equity
- Key Performance Indicators (KPIs)
- Supporting bottom-line focus
- Month and year end close: Controller as a project manager

DAY
5

Financial statements interpretation and analysis

- Key tools in analysis
- Day 6: Building block of ratios
- Liquidity ratios
- Solvency ratios
- Activity and investment ratios
- Profitability ratios
- Going beyond numbers reporting
- Excel techniques used in presenting analysis to management
- Day 7: Budget reporting and analysis
- The budget as an added value activity
- Evaluating the budget and highlighting objectives
- Presenting budget to top management

- Preparing meaningful actual versus budget reports
- Day 8: Control function
- Structure of internal controls
- Setting and updating policies and procedures
- Assessing internal control policies
- Internal controls on financial reporting
- System controls
- Backup and disaster recovery planning
- Ethical considerations
- Boosting efficiency in your department
- Day 9: It's all about Excel
- The 10 must have Excel tips
- Working with text files
- Looking up records from a database
- Validating data and controlling data input
- Reconciliations and accounts analysis using pivot tables
- Creating management reports and dashboards
- Day 10: Personal organization and time management
- Monitoring staff efficiency to support the accounting close
- Tools to increase staff productivity
- Managing staff skills and attitudes

— Upcoming Classroom Dates

DATE	LOCATION	FEE
5 - 9 October 2026	Rome - Italy	€2,125
16 - 20 November 2026	Istanbul - Türkiye	€1,425
7 - 11 December 2026	Vienna - Austria	€2,125
11 - 15 January 2027	London - United Kingdom	€2,100
8 - 12 February 2027	Munich - Germany	€2,125
8 - 12 March 2027	Amsterdam - Netherlands	€2,125
12 - 16 April 2027	Istanbul - Türkiye	€1,425
10 - 14 May 2027	Rome - Italy	€2,125

— Certificate and Registration

Participants who attend and complete the full programme receive a SPARK Training Certificate of Completion. For registration, in-house delivery, or availability questions, contact info@sparktraining.eu or +31 85 115 0004.