Course : Improving the performance of the financial and accounting departments

Practical course - 2d - 14h00 - Ref. SFC
Price : 1310 € E.T.

🎯 Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Position the accounting and financial functions within the company
- ✓ Improve the quality of the various cross-departmental processes
- ✓ Help you to be better organized so that you can focus on your high value-added specialist projects
- ✓ Implement new management tools
- ✓ Promote interaction between the accounting and finance teams and the other departments

Course schedule

1 Positioning the accounting and financial functions within the company

- Defining the main tasks and determining the major objectives of the financial departments.
- Analyzing the needs of internal customers.

Hands-on work
Discussions Listing and prioritizing the tasks within each company.

2 Assessing the performance of the financial departments

- Ensuring consistency, quality and compliance in the financial reporting.
- Managing the various regulatory, accounting and fiscal requirements.
- Analyzing the cross-departmental processes: management and review processes.
- Assessing the quality of the departments: reactivity, verifiability, productivity.

Hands-on work
Characterize the performance of the accounting and financial departments. Assess the processes in which the trainees are involved.

PARTICIPANTS

PREREQUISITES

TRAINER QUALIFICATIONS
The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

ASSESSMENT TERMS
The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more.
Participants also complete a placement test before and after the course to measure the skills they've developed.

TEACHING AIDS AND TECHNICAL RESOURCES
• The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
• At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
• A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

3   Arranging the implementation of the strategy for developing the organization

- Establishing a unified and simplified management benchmark based on an ERP.
- Adapting the tool to changes in the company in accordance with strategic, functional and financial requirements.
- Standardizing reporting: reducing the closure and financial reporting timescales.
- Ensuring that the accounting and finance frameworks comply with the regulations in force.
- Enhancing performance: develop EDI, scanning of invoices, electronic data management.
- Implementing new forms of organization: shared service center, outsourcing, etc.

Hands-on work
Case study Suggest ways to optimize closure times. List the best methods for organizing the department.

4   Optimizing the accounting and reporting processes

- Constructing scorecards: defining performance indicators.
- Establishing a process for the observation and analysis of internal and external performance.
- Communicating with different contacts: knowing how to motivate.
- Promoting the added value of the accounting and financial departments.

Hands-on work
Role-playing With the help of the scorecards you have designed, simulate how they might be used in a meeting between departments. Role-playing.