

Schedule

Day 1

8:00-8:15	Intro and Program Orientation	
8:15-10:00	Accounting & Finance Fundamentals	Jim Milanese
10:00-10:15	Break	
10:15-11:45	Accrual accounting made easy	Bill Harden
11:45-12:45	Lunch	
12:45-2:15	Exploring the annual report	Bill Harden & Jim Milanese
2:15-2:30	Break	
2:30-5:00	Ratios and Analysis	Jim Milanese

Day 2

8:30-9:45	Product Costing and Inventory	David Upton
9:45-10:00	Break	
10:00-11:45	Intro to Budgets, Costs & Profits	Bill Harden
11:45-12:45	Lunch	
12:45-2:15	Standard Costing and Overhead	Bill Harden
2:15-2:30	Break	
2:30-4:00	Cost Behavior and Full vs. Variable Costing	Bill Harden
4:00-5:00	Make-up material and review	

Day 3

8:30-8:45	Follow-up and questions	
8:45-10:00	Planning for Profit	David Upton
10:00-10:15	Break	
10:15-11:45	Budgets, Planning and Performance	Bill Harden
11:45-12:45	Lunch	
12:45-2:30	Business Valuation	Jim Milanese
2:30-2:45	Break	
2:45-4:15	Ratios tell a story	Jim Milanese
4:15-4:45	Follow-up and questions	

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