



*"Keeping Financial Services Education Relevant to Industry Needs"*



## Corporate Governance & Financial Literacy

### Course Objective

The objective of the Corporate Governance & Financial Literacy Programme is to provide the Board or Committee with the framework to: effectively oversee the CEO; constructively engage with Management to help set and execute their organization's strategy; and ensure the financial integrity of their organization's financial (and other) reporting systems.

This course will effectively train Board Members in financial statements: the balance sheet, income statement, cash flow statement and the statement of shareholders' equity.

### What you will learn?

- the ability to read, understand and analyze (in a basic way) the financial statements and the notes to the financial statements
- the ability to understand accounting policies, estimates and judgments when these are explained by management and the independent auditor
- an understanding of the entity's business and any unique features related to it and its operations that may impact the accounting policies
- a knowledge and understanding of the strategies that have been adopted by the entity and the risks inherent in any transformation strategies, and
- an ability to understand the entity's risk environment.

### KEY BENEFITS

- ⇒ Practical & Relevant
- ⇒ Professional Excellence
- ⇒ Industry Recognition
- ⇒ Global Portability
- ⇒ Flexible Approach
- ⇒ Access Anywhere, Anytime
- ⇒ Career Development
- ⇒ Specialist Knowledge
- ⇒ Study Resources
- ⇒ Corporate group rates available

**Accredited Certificate of Completion Awarded**

# Course Outline

## Corporate Governance

- Definition
- Elements of the Process

## The Directors' Roles and Responsibilities

- Composition of the Board
- Sub-Committees
- Legal Liability

## Financial Literacy

Introduction to Accounting Concepts

- Accounting Principles
- Accounting Equation
- Double Entry Bookkeeping
- Users of Financial Information

## Basic Financial Statements

- Income Statement
- Balance Sheet
- Statement of cash Flows
- Budgets

## Audits & the Management Process

- Purpose of Audits
- Internal Audits
- External Audits

## Internal Controls & Fraud Prevention

- Definition of Internal Controls
- Internal Control Procedures
- Purpose of External Audits
- Fraud Detection & Prevention

## Risk Management

- Compliance
- Internal Audit

## Strategic Planning

- Mission
- Vision
- Values

## Delivery method

### Webinars:

Course content is delivered through the easy-to-use online learning platform Zoom and is supplemented by a recorded video of the class.

**“Study from the safety and comfort of your home”**

**Registration Fee:**  
**\$50 per student**

**Member Fee:**  
**\$795 per student**

**Non-Member Fee:**  
**\$895 per student**

**Duration: 6 weeks**

**Days: Tuesday and Thursdays**

**Times: 6pm - 9pm**

- Class Participation - 10%
- Final Examination - 90%
- Total - 100%
- (A two-hour written closed book exam | Passing mark 50%)

**REGISTER TODAY**

### Terms & Conditions

Registration Fee: \$50 (Non-Refundable)

Refunds: There will be absolutely no refund once you have received your online access codes.