

# Master of Professional Accounting

Finance, Accounting, Budgeting  
Barcelona (Spain)  
27 - 31 Jan 2025

UK Training

# PARTNER



## Master of Professional Accounting

**Ref:** 3049\_125951 **Date:** 27 - 31 Jan 2025 **Location:** Barcelona (Spain) **Fees:** 4400 **Euro**

### Introduction

Accounting and finance principles, policies, and procedures are the most efficient way to implement company-wide effective internal control tools in any organization. They are part of every business cycle: purchase and payment cycle, inventory and production, HR and payroll, fixed assets and capitalization of costs, and the sales and collection cycle. On top of that, accounting and finance policies and procedures are essential for the board of directors and senior management to communicate limitations and authorities given to different managers and employees throughout the organization. Moreover, their use is also extended to organize financial reporting and compliance with regulators outside the organization.

### Course Objectives of Professional Accounting

- Design and produce a model accounting manual
- Plan the required resources needed for the department
- Apply accounting concepts and International Financial Reporting Standards
- Set the chart of accounts in details to suit the business model
- Create comprehensive policies and procedures to streamline accounting for fixed assets
- Develop policies and processes for current assets and current liabilities
- Formulate reporting requirements as per International Financial Reporting Standards

### Professional Accounting Course Outlines

#### Day 1

##### Designing accounting manual

- Manual purpose and organization
- Financial authorities and responsibilities
- Process mapping chart: basic icons

##### Accounting department setup

- Planning for proper reporting
- Planning for Human Resources Versus Software - HRVSS

UK Training

**PARTNER**



## Day 2

### Accounting concepts and their application

- Underlying accounting assumptions
- Accrual basis versus cash basis
- System and reliability of measurement
- Concepts of assets, liabilities, income, and expense

### Chart of accounts

- Setting up a chart of accounts
- Accounts and cost centers
- System structure
- Exchange rate differences
- Prepaid and accrual concepts and treatments

## Day 3

### Long term assets

- Assets capitalization costs
- Depreciation, amortization, and depletion
- Impairment of assets
- Disposal of assets

### Liabilities

- Approving suppliers for purchases
- Receiving invoices and inventory
- Accruals
- Dividends payable
- Payment orders processing

## Day 4

### Accounts receivables policies

- Approving clients
- Bank or other guarantees
- Recording invoices
- Collections
- Allowance for doubtful debts

### Other accounting policies

- Debit and credit notes
- Payroll recording and reporting

A graphic of a chessboard with several chess pieces (a king, a queen, a rook, and a pawn) on it, set against a background of concentric circles. The text 'UK Training PARTNER' is overlaid on the right side of the board.

UK Training  
**PARTNER**

## Day 5

### Reporting

- Essential budgeting policies
- Financial statements process
- Financial analysis

UK Training  
**PARTNER**



## Blackbird training cities

Accra1 (Ghana)

Amman (Jordan)

Amsterdam (Netherlands)

Annecy (France)

Baku (Azerbaijan)

Bali (Indonesia)

Bangkok (Thailand)

Bangkok (Thailand)

Barcelona (Spain)

Batumi (Georgia)

Beijing (China)

Beirut (Lebanon)

Berlin (Germany)

Birmingham (UK)

Bordeaux (France)

Boston,Massachusetts (USA)

Brussels (Belgium)

Cairo (Egypt)

Cape Town (South Africa)

Casablanca (Morocco)

Cascais (Portugal)

Copenhagen (Denmark)

Doha (Qatar)

Dubai (UAE)

Düsseldorf (Germany)

UK Traininig  
**PARTNER**



## Blackbird Training Category



Human Resources



Audit & Quality Assurance



Finance, Accounting, Budgeting



Marketing, Sales, Customer Service



Secretary & Admin



Law and Contract Management



Project Management



IT & IT Engineering



Supply Chain & Logistics



Management & Leadership



Professional Skills



Oil & Gas Engineering



Health & Safety



Telecom Engineering



Hospital Management



Customs & Safety



Aviation



C-Suite Training



Agile and Refinement



## Blackbird training Clients



UK Training  
**PARTNER**



**BLACKBIRD**  
FOR TRAINING

**LONDON TRAINING PROVIDER**



[www.blackbird-training.com](http://www.blackbird-training.com)



[training@blackbird-training.com](mailto:training@blackbird-training.com)



+44 7480 775526 / +44 7401 177335