# Certified Accounts Receivable Professional Training Course

12 – 16 April 2027
Cape Town (South Africa)



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## Why This Course

Efficient accounts receivable management is essential for maintaining strong cash flow, reducing risk, and fostering positive customer relationships. This intensive 1-week program equips finance and credit professionals with the practical skills to optimize AR processes, implement effective credit policies, and leverage technology for maximum efficiency. Through real-world case studies, hands-on exercises, and actionable frameworks, participants will gain the expertise to improve cash flow, minimize bad debt, and strengthen customer engagement.

## What You'll Learn and Practice

By attending this course, you will be able to:

- Develop and enforce effective credit policies and procedures.
- Apply advanced collection strategies to reduce DSO and enhance cash flow.
- Analyze customer financial statements to make informed credit decisions.
- Use AR metrics and KPIs to monitor and improve performance.
- Implement AR automation and leverage technology for process optimization.

## The Program Flow

### Day 1: Foundations of Accounts Receivable

- Role of AR in organizational finance
- Developing and implementing credit policies
- Customer onboarding and credit application processes
- AR accounting principles and journal entries

### Day 2: Credit Management and Risk Assessment

- Analyzing financial statements for creditworthiness
- Credit scoring models and evaluation techniques
- Managing credit limits, terms, and exposure
- Strategies for mitigating credit risk



### Day 3: Collections Strategies and Dispute Resolution

- Effective collection techniques to accelerate cash flow
- Managing the collections process efficiently
- Handling customer disputes and deductions
- Legal considerations in AR collections

### Day 4: AR Metrics, Reporting, and Cash Application

- Key performance indicators for AR management
- AR aging analysis and reporting practices
- Best practices in cash application
- Reconciliation and month-end close processes

### Day 5: Technology and Process Optimization

- AR automation tools and solutions
- Leveraging AI and machine learning in AR
- Integrating AR with ERP and CRM systems
- Continuous improvement strategies for AR processes

## Individual Impact

Participants will leave this course with:

- Practical skills to reduce DSO and enhance cash flow.
- The ability to implement efficient credit and collections strategies.
- Techniques to improve customer satisfaction and relationships.
- Enhanced operational efficiency and cost management in AR processes.

## Organizational Impact

Organizations will benefit from:

- Stronger cash flow and reduced bad debt exposure.
- Streamlined AR operations with improved accuracy and efficiency.
- Improved credit decision-making and risk management.
- Enhanced customer experience through professional and consistent AR practices.



## Training Methodology

- Interactive lectures with real-world examples
- Hands-on exercises and role-playing scenarios
- Case studies highlighting successful AR strategies
- Action planning and personalized reflection activities

## Beyond the Course

By the end of this 1-week program, participants will be able to:

- Manage AR processes confidently and efficiently.
- Make informed credit decisions that protect cash flow.
- Apply collection strategies that reduce outstanding receivables.
- Utilize technology to automate and improve AR performance.

