Fundamentals of Accounting: Mastering Financial Essentials

20 – 24 September 2027
Seattle, Washington (USA)



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Why This Course

A strong understanding of accounting fundamentals is essential for professionals who manage financial records, support business operations, or make financial decisions. Accounting provides the framework for recording transactions, preparing financial statements, and analyzing financial performance. Mastering these foundational concepts enables individuals to maintain accurate records and contribute effectively to organizational financial management.

This comprehensive 1-week program is designed to provide participants with a clear and practical introduction to accounting principles and bookkeeping practices. Participants will learn how financial transactions are recorded, how financial statements are prepared, and how accounting information is used to support decision-making. Through practical exercises and real-world examples, the course helps participants build confidence in applying accounting concepts in professional environments.

What You'll Learn and Practice

By participating in this program, you will:

- Understand core accounting principles and financial terminology.
- Apply the accounting equation and double-entry bookkeeping system.
- Record financial transactions accurately in journals and ledgers.
- Prepare and interpret essential financial statements.
- Analyze financial data to support business decisions.
- Use accounting software tools to improve efficiency in bookkeeping tasks.

The Program Flow

Day 1: Introduction to Accounting

- Understanding the fundamentals of accounting and financial terminology.
- Applying the accounting equation to business transactions.
- Reviewing the structure and purpose of financial statements.
- Understanding accounting standards and regulatory frameworks.



Day 2: Double-Entry Bookkeeping

- Learning the principles of double-entry bookkeeping.
- Recording financial transactions in journals and ledgers.
- Creating and managing a chart of accounts.
- Preparing and reviewing trial balances.

Day 3: Financial Statements

- Preparing and analyzing the income statement.
- Understanding the components and structure of the balance sheet.
- Preparing the cash flow statement.
- Reviewing the statement of changes in equity.

Day 4: Adjustments and Closing Entries

- Understanding accruals and deferrals in accounting adjustments.
- Applying depreciation methods for fixed assets.
- Preparing closing entries and post-closing trial balances.
- Performing bank reconciliations to ensure accuracy.

Day 5: Financial Analysis and Software

- Applying financial ratio analysis techniques.
- Developing basic budgeting and forecasting skills.
- Exploring accounting software tools used in bookkeeping.
- Understanding ethical considerations in accounting practice.

Individual Impact

- Build a strong foundation in accounting and financial reporting.
- Improve confidence in recording and managing financial transactions.
- Develop analytical skills for interpreting financial information.
- Gain practical experience using accounting tools and software.

Work Impact

- Improve accuracy and reliability in financial record-keeping.
- Strengthen financial reporting and analysis capabilities.
- Support better business decisions through reliable financial data.
- Enhance efficiency in accounting and bookkeeping processes.



Training Methodology

This program combines theoretical understanding with practical application to ensure participants gain relevant accounting skills. Training methods include:

- Interactive workshops and guided discussions.
- Practical exercises in transaction recording and financial statement preparation.
- Case studies on accounting scenarios and financial analysis.
- Group activities focused on bookkeeping and reconciliation tasks.
- Demonstrations of accounting software and financial tools.

Beyond the Course

By the end of the program, participants will be able to:

- Record financial transactions accurately using double-entry bookkeeping.
- Prepare essential financial statements and analyze financial performance.
- Apply financial data to support business decision-making.
- Use accounting software tools effectively for bookkeeping and reporting.

