# Fast Closing Month End and Year End Accounts Masterclass

27 June – 1 July 2027
Doha (Qatar)



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## Why This Course

Organizations increasingly depend on timely and accurate financial information to support strategic decision-making. Traditional month-end and year-end closing processes often involve manual tasks, fragmented workflows, and time-consuming reconciliations that delay financial reporting. By implementing fast close practices, finance teams can streamline processes, reduce reporting cycles, and improve the quality and reliability of financial information.

This intensive 1-week program is designed to help finance professionals transform their closing processes into faster, more efficient, and more accurate systems. Participants will learn how to identify process bottlenecks, standardize financial procedures, and leverage technology to accelerate closing activities. Through practical frameworks and real-world examples, the program provides the tools needed to implement fast close strategies and strengthen financial reporting performance.

## What You'll Learn and Practice

By participating in this program, you will:

- Implement structured fast close strategies for month-end and year-end reporting.
- Identify and eliminate inefficiencies within current financial closing processes.
- Optimize the chart of accounts and standardize accounting procedures.
- Utilize modern technologies to automate and accelerate closing tasks.
- Improve collaboration across departments involved in financial reporting.
- Strengthen the accuracy, reliability, and timeliness of financial information.

## The Program Flow

### Day 1: Fast Close Fundamentals

- Understanding the principles and benefits of fast close practices.
- Analyzing existing closing procedures and reporting cycles.
- Identifying process bottlenecks and operational inefficiencies.
- Developing a structured strategy for implementing a fast close approach.



### Day 2: Streamlining Financial Processes

- Optimizing the structure of the chart of accounts.
- Standardizing journal entries and accounting procedures.
- Improving account reconciliation processes and controls.
- Implementing continuous accounting practices to reduce closing workloads.

### Day 3: Leveraging Technology for Fast Close

- Evaluating financial software and digital tools for process improvement.
- Automating data collection, validation, and consolidation processes.
- Utilizing cloud-based accounting and financial management systems.
- Exploring robotic process automation RPA to eliminate manual tasks.

### Day 4: Change Management and Team Collaboration

- Building a culture that supports fast close initiatives.
- Strengthening communication and collaboration across departments.
- Training finance teams on new processes and technologies.
- Addressing resistance to change and ensuring successful implementation.

### Day 5: Monitoring and Continuous Improvement

- Establishing key performance indicators KPIs for closing efficiency.
- Developing closing scorecards and monitoring tools.
- Conducting post-closing reviews and identifying improvement opportunities.
- Creating an ongoing roadmap for continuous improvement.

## Individual Impact

- Strengthen expertise in financial closing and reporting processes.
- Improve analytical skills related to financial process optimization.
- Gain confidence in applying technology to accounting operations.
- Develop practical skills for leading process improvement initiatives.

## Work Impact

- Reduce month-end and year-end closing timelines significantly.
- Improve the accuracy and reliability of financial reporting.
- Enhance productivity within finance and accounting teams.
- Provide management with faster access to financial insights for decision-making.



## Training Methodology

This program combines process improvement frameworks with practical learning activities to ensure participants gain applicable skills. Training methods include:

- Interactive workshops and guided discussions.
- Case studies on financial closing transformation initiatives.
- Group exercises focused on process mapping and improvement.
- Technology demonstrations related to automation and financial systems.
- Practical templates and tools for fast close implementation.

## Beyond the Course

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

- Implement efficient month-end and year-end closing processes.
- Reduce reporting cycle times while maintaining strong financial controls.
- Leverage automation and technology to streamline accounting workflows.
- Establish continuous improvement practices for financial reporting operations.

