

## FINANCE FOR PROCUREMENT PROFESSIONALS

Introduction Course



An introductory accounting and finance course aimed at stakeholders or individuals who want to understand how to use financial data and indicators to assess a supplier's position. This course will provide a working knowledge of accounting and finance, specifically aimed at how to evaluate and understand a given supplier at a point in time, as well as providing a basis to manage risk or make key decisions.

This course covers an introduction to accounting and finance including how to understand key statements such as profit and loss, balance sheet and cash flow. It will equip you with a methodical approach to review and interrogate these, and assess and compare a supplier's financial position and health. The course will equip you to apply some key ratios to better understand a supplier and determine where to look more deeply or what questions to ask in order to make key decisions.

Gaining an introduction to accounting and finance is a key skill for anyone working with important suppliers, and provides a sound basis for supplier qualification and risk management.

This course is CPD certified. This means the learning activity has reached the required Continuing Professional Development standards and benchmarks for integrity and quality. It also holds the IFPSM: Programme Accreditation Standard (PAS) and counts as credit towards the Positive Purchasing Master Practitioner in Strategic Procurement programme.

### This course is suitable for:

- All roles within the procurement function
- Stakeholders who support the financial assessment of suppliers

### You may also be interested in:

- Procleus® – The complete online strategic procurement academy, toolkit and resource centre for purchasing professionals. Our unique Procleus digital platform enables global procurement teams to deliver remarkable benefits and unlock significant potential from the supply base. Featuring an extensive library of digital learning modules, individual competency assessment and managed learning programs alongside the complete suite of processes, tools, templates and resources for procurement and negotiation.

We charge per program or event based on a maximum of 20 delegates for classroom events or 30 for our online programs. Our fees include trainers, any travel time (within the EU or US), preparation, basic customization and standard course hand-outs (provided in-person or mailed out to delegates for online programs) but exclude venue and facilities hire, reasonable expenses for classroom events and VAT/sales tax where applicable. Certain locations are subject to fees for additional travel time (although our global network of staff means we have most major locations covered). Unless otherwise agreed, all intellectual property used in training or in hand-outs remains the property of Positive Purchasing Ltd and is provided on the basis that it is for use by the delegate who attends the training event in the course of their work for the company who engages us. Unless otherwise agreed, no electronic versions of the training materials will be provided. Making copies of, transmitting or distribution of any Positive Purchasing training materials is strictly forbidden unless we have provided a license to do so. For classroom events, the client is responsible for the provision of the training venue, delegate invitations, logistics and any equipment (as per our specification available upon request). We will supply a summary of course evaluations and feedback post event. Our payment terms are strictly 30 days from receipt of invoice.

## Course Content

### Introduction to finance and understanding the supplier's position

- Introduction to accounting and finance. Orientation into Finance terms.
- Understanding the supplier's position
- Introduction to the building blocks of financial information
- Key financial statements including Profit and Loss, Balance Statement and Cash Flow Statement

### Application of financial information

- Understanding cash flow. Why cash is important and the anatomy of the cash flow statement.
- Analysis of a supplier using ratios and key metrics
- Identify key supplier financial information
- Financial reporting supporting company decision-making
- Insights into supplier costs
- Understand the structure of different payment terms
- Financial reporting supporting company decision-making
- Getting the full picture of a supplier's capability

## Learning Objectives

By the end of this course delegates will be able to:

- Describe how financial systems and reporting helps the decision-making and running of an organization
- Understand a supplier's financial position, both overall, and for specific products/services, in effective procurement practice
- Describe the different ways procurement teams can understand the suppliers' position and the associated difficulties
- Interpret key financial statements including Profit and Loss, Balance Sheet, Funds Flow/Cash Flow
- Be able to perform basic analysis of supplier financial information using key ratios and metrics
- Describe and utilize ways to obtain key supplier financial information

## What You Will Get

This training is delivered by a highly experienced procurement expert and is delivered live, online, as a series of workshops. Delegates will need access to spreadsheet software to complete course tasks and build the models.

Different language options are available, and a summary of course evaluations and feedback will be provided after the training.

Delegates will receive:

- A working spreadsheet finance model with terms and conditions calculator
- Slide handouts pdf document
- Access to the LMS and course slide decks for 3 months
- A certificate for all delegates who complete the course