

Programme on

Accounting and Finance

(5 weeks - 25 days) Monday to Friday, 8.00 a.m. to 9.30 a.m.

Starting from Tuesday, May 23 to June 26, 2017

From Basics to Analysis

(Comprehensive Program on Accounting and Finance with Problem Solving)

Venue: Torrent-AMA Management Centre, Core-AMA Management House, AMA Complex, Vastrapur, Ahmedabad 380 015

This programme specially designed for non-finance professionals and Businessmen will provide useful inputs on understanding Accounting and Finance function in the context of business operations. Students in the Graduate / Post Graduate studies and not opted for Finance and Accounts will also find this very useful.

Contents:

Vol I : Accounting Mechanics (5 Days)

- **Basics:** Introduction, Basic accounting Principles, Applying accounting conventions .
- **Process of Accounting:** How debit and credit works , Journals and ledgers.
- **Financial Statements Preparation :** Defining key financial terms , Capital, reserves, assets, liabilities , Depreciation , Provisions and year end adjustments

Vol II : Costing and Decision Making (6 Days):

Components of total cost, Types of Costs & behavior; Techniques of costing; *CVP analysis; Short run decision options; Criteria for examining the performance of divisions and product lines*

Vol III : Tax Matters (5 Days): Basics of Income Tax; TDS; *GST Provisions; About Service tax and VAT*

Vol IV : Understanding Corporate Financial Statements (3 Days)

- **Basics:** Introduction, Meaning & Formation of company, Types of instruments issued by the company
- **Content and Format of annual report, important terms**
- **Valuation of Shares Methods.**

Vol V : Financial Analysis (6 Days):

Cash Flow Statement: Sources and application; Working Capital management; Ratio Analysis; *Leveraging benefits, Sources of finance and cost attached; Ways to cook the books*

For Whom : For those who would like to learn/Enhance Accounting skill.

Medium of Instruction : English & Hindi

Faculty : **C.A. Shraddha Dhabalia**, S. Dhabalia & Company

Fee : Rs.5000/- per participant. Concession for Members 10%; Patron 20%. Graduate Students 10%. Fee include course fee, course material and Tea / Coffee. The cheque may please be drawn in the name of '**Ahmedabad Management Association.**'

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REGISTRATION FORM:

Please fill-in and return this form along with participation fee to:

Ahmedabad Management Association, ATIRA Campus, Dr. Vikram Sarabhai Marg, Ahmedabad 380 015.

Phone: 079-26308601-5 • **Mobile:** 9537407187, 7069940917 • **Fax:** 079 - 26305692

E-mail: ama@amaindia.org • **Website:** www.amaindia.org • **Android Mobile App:** AMA-Ahmedabad amaIndia.org

Name(s)	Designation:
1. _____	_____
2. _____	_____
Organization: _____	
Address: _____	
	Pin Code: _____
Telephone(s): _____	Mobile: _____
E-mail: <input style="width: 100%;" type="text"/>	