

# Setting up management control

**Hands-on course of 3 days - 21h**

**Ref.: CDG - Price 2024: CHF2 070 (excl. taxes)**

*The price for the 2025 session dates may be revised*

## EDUCATIONAL OBJECTIVES

At the end of the training, the trainee will be able to:

- Understand the benefit and usefulness of management control
- Optimize your cash flow while mastering financial tools
- Master different budgets, how to create them, and interfaces between them
- Analyze deviations between actual and forecast
- Implementing relevant management indicators

## THE PROGRAMME

last updated: 01/2018

### 1) What is management control?

- General concepts.
- Current advances.

### 2) Cost accounting refresher

- Going from expenses by type to expenses by purpose.
- Method for calculating costs.
- Relevant costs and decision tools.
- Activity Based Costing (ABC) method.

*Hands-on work : Case study Determine the sales price of finished products by properly managing their costs in order to maximize margins.*

### 3) Financial tools

- Financial flows: Working capital (NWC), working capital requirements (WCR).
- Tools: Provisional profit and loss account, financing plan, cash flow plan.
- Multiyear forecast construction approach.
- Choosing investments: Profitability criterion.

*Hands-on work : Case study Optimize your cash flow by properly managing your working capital requirements. Identify the most profitable investments.*

### 4) Budget tools

- Creating and linking budgets.
- Sales budget.
- Production budget.
- Procurement budget.
- Corporate services budget.
- Cash budget.

*Hands-on work : Case study Make sure that cash inflows and cash outflows are matched in your sales, procurement, corporate services, personnel, and capital budgets.*

### 5) Budget control: Analyzing deviations

- Identification (deviations from costs and from sales).
- Measurements.

## TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

## ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

## TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

## TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

## ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at [psh-accueil@ORSYS.fr](mailto:psh-accueil@ORSYS.fr) to review your request and its feasibility.

- Corrective actions.

*Hands-on work : Case study Identify deviations between "actual" and "forecast" in order to ensure the company's efficiency.*

#### 6) Management scorecard

- Result indicators and performance indicators.

- Collecting information and choosing indicators.

- Creating and explaining a scorecard.

*Hands-on work : Case study Ensuring that the company lasts by optimizing the use of resources with the help of key indicators.*

## DATES

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### REMOTE CLASS

2024 : 16 Dec

2025 : 29 Jan, 12 May, 29 Sep,  
08 Dec