



The Association of
Accountants and
Financial Professionals
in Business

LEBANON CHAPTER



Join us

Tuesday May 8, 2018 & Wednesday May 09, 2018
from 8:30 am to 5:30 pm

Excel for Business & Finance Workshop

Workshop Description:

Imprint this in your mind, if you are in any industry, Excel will be one of the most efficient and effective reporting and analytical tools throughout your career. Your knowledge in excel is your skill. The intensive 2 days' workshop focus on the technical excel skills essential in everyday accounting, finance and managerial positions. It will dramatically speed your financial and operational analytical skills.

Workshop Outcomes:

- Validate data, construct financial models, perform what-if scenarios, evaluate financial alternative, and perform cost-volume analysis.
- Use excel functions to achieve financial goals or meet financial requirements.
- Understand and create financial statements (P&L, SOFP, SOCF) and ratios.
- Measure management performance.
- Recommend actions based on solid outcomes.

Outline:

- Real life case to be practiced by attendees in groups within the workshop.
- Calculate break-even points and/or required volumes via graphical analysis, algebra, or excel goal seek tool to achieve financial goals.
- Analyze P&L, SOFP, SOCF & Ratios using excel.
- Perform common size financial statements time series, cross sectional, horizontal, and vertical analysis.
- Design dashboards for reporting outcome findings.
- Create and analyze pivot tables & charts.
- Function formulas such as VLOOKUP, SUMIF, CONCATINATE, DCOUNT, etc.
- Use shortcuts, data validation, grouping and ungrouping, defined names, remove duplicates, etc.
- Data manipulation, navigation, and conditional formatting.
- Protect your files, customized cells, sheets, workbooks and data.
- Record and view Macros.

This workshop will be delivered by Mr. Gaby Lahoud, CMA, CFA & PMP

Location: The Smallville Hotel
Badaro

CPE Credits Granted:

16 CPE Credits Accredited by IMA & LACPA

Fees: \$325 to LACPA & IMA members (50% Discount)
\$423 to other professionals or groups of 2 and more
(35% Discount)
\$650 to other participants
(Fee include lunch, coffee breaks,
handouts, certificates and USB)

Required Tools from Audience:

Laptop & Microsoft Excel 2010/2013/2016

Presentation tools:

Handouts, USBs, Excel & PowerPoint

Certificates Granted:

Certificates will be issued by IMA Lebanon Chapter
& IMA International

Registration:

<http://www.imalebanon.org/event-registration/>

For further info, do not hesitate to contact us at:
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