

A dark blue rounded rectangular box containing the text "2024 TRAINING CALENDAR" in white, bold, sans-serif font.

**2024 TRAINING
CALENDAR**

JANUARY

FEBRUARY

MARCH

20 Understanding Financial Reporting

06 Financial Statement Analysis and Interpretation
15 Internal Control Over Financial Reporting
28 Understanding Leases and Lease Accounting – IFRS 16

APRIL

10 Understanding the Complexities of IFRS 9
24 Payroll Management and Effective Payroll Control
25 IFRS 15- Revenue from Contracts with Customer

MAY

17 Income Tax Accounting: Navigating the Complexities
23 Share-based Payment – IFRS 2
24, 25 Strategy Design and Execution for Big Wins

JUNE

5,6 IFRS 17 for Insurance Companies
14 Business Model Design & Innovation for Startups & SMEs
28 Workforce Design for Business Productivity

JULY

16 Quality Assurance Review
26 Competitive Analysis and Positioning

AUGUST

09 Treasury and Working Capital Management
30 System and Process Design for Increased Efficiency

SEPTEMBER

12 Budget Management and Cost Control
20 Entrepreneurship Strategy: From Ideation to Exit
24 Corporate Governance and Board Performance Evaluation

OCTOBER

10 Enterprise Risk Management
25, 26 Ethical Leadership, Corporate Social Responsibility & Impact Investing
29 Effectiveness of Internal Audit

NOVEMBER

07 Account Receivables and Payables Management
26 Payroll Management and Effective Payroll Control
29 Designing and Implementing a Performance Management System

Date to be agreed upon based on request
 Building Capacity for IFRS

Overview and Learning Objectives

Financial reporting is the disclosure of financial results and related information (financial statements) of an organisation to management and external stakeholders. The report generated from the reporting process enables users make informed decisions.

It is also a requirement by Law that some organisation should disclose its result on an annual basis. It is therefore important that management understands the basis of preparation and the required principles guiding the preparation of the financial statements. The topic is also important In light of changes to the principles guiding financial reporting.

Course Objectives

At the end of this session, participants would be able to understand:

- The concept of a reporting entity financial reporting.
- The requirements of IAS 1.
- Identify the component of financial report as required by IAS 1 and CAMA.
- Identify and explain the element of a financial statement.
- Understand the recognition and measurement concept.
- Classify properly items of financial statement into the right category.
- Prepare a full-fledged financial statement that complies with IFRS.

Course Content

1. Financial Reporting

- a. Definition
- b. Objectives of financial reporting
- c. Types of financial reports

2. Conceptual Framework

- a. The requirement of the framework
- b. The reporting entity
- c. Qualitative characteristics of the financial statement
- d. Element of the financial statement
- e. Recognition and measurement

3. Requirements of IAS 1 - Presentation of Financial Statements

- a. The purpose of a financial statement
- b. The components of a financial statement
- c. General features of a financial statement
- d. Comparative reporting

e. Format of the following components:

- Statement of financial position
- Statement of Comprehensive Income
- Statement of changes in equity
- Statement of Cashflow

f. Illustrative financial statement with disclosure requirement

4. Other

- a. The requirement of Companies and Allied Matters Act
- b. The requirement of the financial Reporting council
- c. The requirement of other acts related to specific industries.

Price: NGN 100, 000

Date: 20th February, 2024

Time: 5 hours

Mode: Zoom/Onsite

Target Audience

The target audience for the course includes:

- Chief Financial Officers
- Financial and Management Accountants
- Tax Accountants
- Auditors
- Consultants, etc.

Overview and Learning Objectives

Financial statements are used to make decisions. They are used by several different groups including shareholders and investors, and by lenders as well as management. The financial statements contain a large number of figures, but the figures themselves do not necessarily have much meaning to a user of financial statements. However, there are techniques of analysis that can be used to interpret the information.

This course aims at enhancing the ability of participants, using different methods, to measure the operational and financial performance of organisations and their external stakeholders. It includes the use of ratios to help gauge the financial strength of an organisation.

Course Objectives

At the end of this session, participants would be able to understand:

- Analyse and interpret the performance of a company from information provided.
- Understand creative accounting.
- Calculate and interpret ratios such as profitability ratios, gearing ratios, efficiency ratios etc..
- Understand CAMELS to analyse the financial statements.
- Understand the limitation of financial statement analysis.

Course Content

1. Overview

- a. Meaning of financial statements
- b. Component of financial statements
- c. Elements of financial statements
- d. Objective Financial Statement Analysis and Interpretation
- e. Limitations Financial Statement Analysis

2. Techniques and Tools of Financial Statement Analysis

- a. Horizontal analysis
- b. Vertical Analysis
- c. Ratio Analysis
 - Profitability ratios
 - Efficiency ratios
 - Liquidity ratios
 - Solvency ratios
- d. CAMELS
 - Capital adequacy
 - Asset quality
 - Management capability
 - Earning quality and quantity
 - Liquidity
 - Sensitivity

e Solvency Margin

3. Interpretation of financial statement analysis:

Performance measures/metrics

- a. Sectorial threshold
- b. Industry average
- c. Year on Year performance

Price: NGN 150, 000

Date: 6th March, 2024

Time: 6 hours

Mode: Zoom/Onsite

Target Audience

The target audience for the course includes:

- Chief Financial Officers
- Accountants
- Financial Analysts and Executives
- Evaluation Officers
- Appraisal Executives
- Project Managers
- Auditors and Consultants, etc.

Overview and Learning Objectives

Internal Control Over Financial Reporting (ICFR) represents processes designed by or under the oversight of the company's top executives and financial officers (or those in similar roles). These processes are implemented by the company's Board of Directors, management, and other personnel to ensure reasonable assurance concerning the dependability of financial reporting and the preparation of financial statements for external purposes, all in accordance with generally accepted accounting principles.

Price: NGN 200, 000

Date: 15th March, 2024

Time: 5 hours

Mode: Zoom/Onsite

Course Objectives

At the end of this session, participants would be able to understand:

- Understand the regulatory framework guiding ICFR.
- Gain familiarity with internal control concepts.
- Identify key risks.
- Understand control activities.
- Document and test procedures.
- Communicate and escalate protocols.
- Perform continuous monitoring and improvement.

Target Audience

The target audience for the course includes:

- Chief Executive Officers
- Audit Managers
- Senior Internal Auditors
- External Auditors
- Finance Managers
- Internal Control Managers
- Heads of Departments

Course Content

1. Understanding the regulatory framework:

- a. Relevant regulations and standards governing ICFR such as FRC, SEC, SOX, COSO etc.

2. Familiarity with internal control concepts:

- a. Introduce the fundamental principles of internal controls
- b. Components of the COSO (Committee of Sponsoring Organisations of the Treadway Commission)

3. Identification of key risks:

- a. Identification and assessment of risks related to financial reporting, including fraud, errors, and misstatements.
- b. Understand the potential impact of these risks on the organisation.

4. Understanding control activities:

- a. Understanding of various control activities that can mitigate identified risks

5. Documentation and testing procedures:

- a. Understand how to properly document internal controls
- b. How to perform testing procedures to ensure their effectiveness
- c. Walkthroughs, control design assessments, and testing of operating effectiveness.

6. Continuous monitoring and improvement of internal controls

Overview and Learning Objectives

Identifying and accounting for leases have been a major issue to many businesses with the advent of IFRS 16. The old IAS 17 provided bases for classifying lease as either Operating Lease or Finance Lease by the Lessee which determines how leases are treated in the Financial statements.

IFRS 16 introduced a lot of changes to these former provisions to ensure that lessees and lessors provide relevant information in a manner that faithfully represents their lease transaction in their financial statement.

Therefore, it is crucial for businesses to have full understanding of leases and their financial implications to enable them to have proper planning. This course focuses on the understanding of leases and how to account for leases. Special attention would also be given to the process of identifying leases in contracts and how to properly carry lease in the financial statements.

Course Objectives

At the end of this session, participants would be able to understand:

- Understand the concepts of leases
- Understand the background to and provision of IFRS 16
- Distinguish between inception and commencement of lease
- Understand and determine the interest rate implicit in the lease
- Account for leases
- Understand reassessment and modification process
- Understand Sales and Leaseback transactions

Course Content

1. Definition of Lease and Background to IFRS 16

- a. Definition of Leases
- b. Background to IFRS 16
- c. General Principles in IFRS 16
- d. Scope of IFRS 16

2. Identification of Lease and Determination of Interest Rate Implicit in the Lease

- a. Steps in identifying lease in a contract
- b. Separating Components of a Contract
- c. Understanding Inception and Commencement of Lease
- d. Understanding Lease terms
- e. Lease Payments
- f. Determination of Interest Rate Implicit in the Lease
- g. Contemporary Issues
- h. Case Studies

Target Audience

The target audience for the course includes:

- Accountants
- Chief Financial Officers
- Chief Risk Officers
- Compliance Officers
- Financial Analysts
- Internal Auditors
- Account Receivable and Payable Officers
- Pension Fund Managers
- Portfolio Managers
- Regulators
- Financial Reporting and Management Accountants
- Investment Analysts and as well as Tax Personnel Risk and Compliance Officers

Price: NGN 150, 000

Date: 28th March, 2024

Time: 6 hours

Mode: Zoom/Onsite

Overview and Learning Objectives

IFRS 9 as issued by the International Accounting Standards Board (IASB) in 2014 supersedes all previous versions and is mandatorily effective for periods beginning on or after 1 January 2018 with early adoption permitted (subject to local endorsement requirements).

The standard presents a logical model for classification and measurement of financial instruments, a single, forward-looking 'expected loss' impairment model for all debt instruments and a substantially-reformed approach to hedge accounting. It aims to simplify the accounting for financial instruments and address perceived deficiencies which were highlighted by the recent financial crisis.

This course provides an in-depth analysis, application methodology and strategy for implementing IFRS 9 on financial instruments, including hedge accounting and the treatment for expected credit loss. Participants will focus on implementation issues and challenges and discuss case studies on practical application of the standard.

Course Objectives

At the end of this session, participants would be able to understand:

- Financial instruments and its classification
- Measurement of financial instruments
- Impairment models and its applicability
- Presentation and disclosure requirements

Course Content

1. Overview of financial instruments

- a. Changes in scope
- b. IAS 39 incurred loss Vs IFRS 9 expected credit loss
- c. Definition of terms

2. Classification and measurement of financial assets

- a. Fair value options
- b. Contractual cashflows and characteristics tests
- c. Business model assessment
- d. Initial measurement
- e. Subsequent measurement
- f. Reclassification of financial asset

3. Impairment Models

- a. Expected credit loss model and basic principles
- b. General Approach
- c. Simplified Approach
- d. Purchased or Originated Credit Impaired (POCI)

Target Audience

The target audience for the course includes:

- Finance Directors
- Head of Finance
- Chief Finance Officers
- Accountant and Account Managers
- Auditors and Analyst

Price: NGN 100, 000

Date: 10th April, 2024

Time: 6 hours

Mode: Zoom/Onsite

Overview and Learning Objectives

The efficient management of the payroll function is crucial for any business with multiple employees. It is an aspect that requires attention to detail and careful observation of the regulatory environment. To manage high staff turnover and to retain the best hands, implementation of global best practices in relation to human resource functions cannot be overemphasised, payroll management being an integral part. The integration of the payroll function with the finance and human resource departments further contributes to the operational management of a successful organisation.

This course gives a comprehensive understanding of the principles of payroll management and effective controls with a strong emphasis on practical application in the working environment.

Course Objectives

At the end of this session, participants would be able to understand:

- The ideal payroll structure and management
- The payroll regulatory and compliance environment
- The relationship between payroll, human resource management, and Finance Department
- The skills needed to identify risk and implement controls

Course Content

1. Payroll Environment

- a. What is Payroll management?
- b. Importance of payroll management
- c. Types of Payroll Systems
- d. Setting up your payroll department

2. Payroll Implementation and Management

- a. The key steps involved in payroll activities.
- b. Creating cost centers, pay points, and job codes
- c. Maintaining employee data, time management, and tracking
- d. Employee compensation, additional benefits, and deductions

3. Effective Payroll Controls

- a. Protection of personal information
- b. Identifying risks in the payroll cycle
- c. Implementation of payroll controls
- d. Evaluating payroll controls

Price: NGN 120, 000

Date: 24th April, 2024

Time: 3 hours (1 day program)

Mode: Zoom (onsite training session can be arranged upon request)

Target Audience

The target audience for the course includes:

- Payroll Administrators
- Financial and Management Accountants
- Human Resource Professionals & Consultants

Delivery Format

Interactive workshops, Hands-on Exercises, and group discussions.

Overview and Learning Objectives

There has always been a prevailing issue as to the recognition of revenue prior to the introduction of IFRS 15. While IAS 11 and IAS 15 provided the instructions for the recognition of revenue, they were not detailed enough to help navigate the dynamic issue of revenue recognition completely.

IFRS 15 introduced a lots of changes to this former provisions which will ensure proper identification and recognition of revenue. It provides steps in revenue recognition and other relevant information that will help in identifying the substance of revenue in each transaction.

This course focuses on the identification and recognition of revenue.

Course Objectives

At the end of this session, participants would be able to understand:

- The concept of revenue.
- The requirements of IFRS 15 as it relates to contracts.
- The revenue recognition steps.
- The modalities of transaction price.
- The concept and treatment of contract cost.
- Treatment of guarantees and warranties.
- Presentation and disclosure requirements according to IFRS 15.

Course Content

1. Definition of Revenue and Background to IFRS 15

- a. Definition of Revenue
- b. Background to IFRS 15
- c. Scope of IFRS 15

2. Identification of Revenue and Recognition of Revenue

- a. Identifying a contract.
- b. Steps in recognition of Revenue.
- c. Understanding contract complexities such as combination and modification
- d. Detailed explanation of each of the steps in revenue recognition.
- e. Determination and treatment of contract cost.
- f. Understanding the treatment of guarantees and warranties
- g. Case Studies

Target Audience

The target audience for the course includes:

- Chief Financial Officers
- Financial and Management Accountants
- Tax Accountants
- Auditors
- Consultants, etc.

Price: NGN 100, 000

Date: 25th April, 2024

Time: 5 hours

Mode: Zoom/Onsite

Overview and Learning Objectives

The adoption of International Financial Reporting Standard (IFRS) in Nigeria has imposed additional requirements on preparers of financial statements concerning the recognition and measurement of Income Taxes in the financial statements of corporate entities in Nigeria. The requirements are further made dynamic as the provisions of the standard require a thorough understanding of the provisions of the Nigerian Companies Income Act and other related regulations and laws. Deferred tax calculation and accounting, reconciliation of income tax expense to profit and presentation and disclosure requirements all make the knowledge of IAS 12 an important tool for a finance and accounting professional.

Compliance with IFRS requires complete and unequivocal statement of compliance with all IFRSs including IAS 12. Hence it is important that preparers of financial statements acquaint themselves with the provisions of IAS 12 on Accounting for Income Taxes. The course would take participants through these requirements and provisions.

Course Objectives

At the end of this session, participants would be able to understand:

- Discuss the general provisions of IAS 12
- Account for current taxes and its components
- Determine and account for deferred tax liability and assets and reconcile tax expense to profit.
- Appropriately make income tax presentations and disclosures in line with requirements of IAS 12

Course Content

1. Accounting for Current taxes

- a. Definition
- b. Impact of corporate tax, technology, education and withholding taxes on current tax expense
- c. Recognition and Measurement
- d. Presentation and Disclosure
- e. Disclosures & Illustrations

2. Deferred tax liability accounting

- a. Definition and overview
- b. Deferred Tax Principles
- c. Source of deferred tax liability
- d. Recognition and measurement
- e. Presentation and Disclosure
- f. Questions and Case Studies

3. Accounting for Deferred Tax Assets

- a. Definition and overview
- b. Sources of deferred tax assets
- c. Impact of tax losses, unused WHT credits and deductible taxable differences
- d. Recognition and measurement
- e. Presentation and Disclosures

- f. Questions and Case Studies

4. Presentation and Disclosure requirements for Income Taxes

- a. Presentation requirements
- b. Disclosure requirements
- c. Case Studies

Price: NGN 200, 000

Date: 17th May, 2024

Time: 6 hours

Mode: Zoom/Onsite

Target Audience

The target audience for the course includes:

- Accountants
- Chief Financial Officers
- Chief Risk Officers
- Compliance Officers
- Financial Analysts
- Internal Auditors
- Account Receivable and Payable Officers
- Pension Fund Managers
- Portfolio Managers
- Regulators
- Financial Reporting and Management Accountants
- Investment Analysts and as well as Tax Personnel Risk and Compliance Officers

Overview and Learning Objectives

IFRS 2 Share-based Payment requires an entity to recognise share-based payment transactions (such as granted shares, share options, or share appreciation rights) in its financial statements, including transactions with employees or other parties to be settled in cash, other assets, or equity instruments of the entity.

IFRS 2 sets out the rules for reporting the share-based payment transactions in an entity's profit or loss and financial position, including transactions in which share options are granted to employees.

Price: NGN 100, 000

Date: 23rd May, 2024

Time: 6 hours

Mode: Zoom/Onsite

Course Objectives

At the end of this session, participants would be able to understand:

- Recognise whether an arrangement is a share-based payment according to IFRS 2
- Identify whether a share-based payment should be classified as equity-settled or cash-settled.
- Discover and differentiate between equity-settled and cash-settled share-based payments.
- Identify the account for the effect of equity-settled and cash-settled share-based payments in the financial statements.
- Recognise the account for deferred tax implications on share-based payment transactions.

Target Audience

The target audience for the course includes:

- Finance professionals
- Accountants and auditors
- Corporate finance professionals
- Individuals involved in stock-based compensation management

Course Content

1. Introduction to IFRS 2

- a. Introduction to IFRS 2
- b. Scope and applicability of IFRS 2
- c. Objectives and key principles

2. Types of Share-based Payment Transactions

- a. Share options and appreciation rights
- b. Employee share purchase plans
- c. Share-based payments to non-employees

3. Recognition and Measurement

- a. Recognition criteria for equity-settled and cash-settled transactions
- b. Measurement of equity-settled transactions
- c. Fair value determination for share-based payments
- d. Vesting conditions and their impact on recognition and measurement

4. Equity-settled Share-based Payment Transactions

- a. Recognition of equity-settled transactions
- b. Measurement of equity-settled transactions at fair value
- c. Accounting for modifications, cancellations, and settlements

5. Cash-settled Share-based Payment Transactions

- a. Recognition of cash-settled transactions
- b. Measurement of cash-settled transactions at fair value
- c. Accounting for modifications, cancellations, and settlements

Overview and Learning Objectives

Strategic planning involves defining an organisation's direction and making decisions on allocating its resources to pursue this direction. Strategic planning and execution are dynamic processes that require ongoing evaluation and adjustment. Successful implementation involves a combination of strategic thinking, effective communication, and proactive leadership. Organisations that excel in these areas position themselves for long-term success in a rapidly changing business environment.

Course Objectives

At the end of this session, participants would be able to understand:

- Have a comprehensive understanding of the strategic planning process.
- Possess the skills to conduct environmental analyses and SWOT assessments.
- Be capable of formulating and selecting effective strategic initiatives.
- Understand resource allocation, budgeting, and risk management in strategy.
- Develop a strategic execution plan with organisational alignment.
- Use performance metrics to monitor progress and adapt strategies as needed.
- Demonstrate leadership skills crucial for successful strategic planning and execution.

Course Content

1. Understanding Strategic Planning

- a. Definition of strategic planning and its importance in organisational success.
- b. Role of strategic planning in achieving long-term goals.

2. Components of Strategic Planning

- a. Key components of a strategic plan.
- b. Explore the relationship between mission, vision, and organisational strategy.

3. Environmental Analysis

- a. How to conduct a comprehensive environmental analysis.
- b. Impact of internal and external factors on strategic decision-making.

4. Setting Strategic Objectives

- a. Developing setting SMART (Specific, Measurable, Achievable, Relevant, Time-bound) strategic objectives.
- b. The alignment between strategic objectives and organisational goals.

Price: NGN 200, 000

Date: 24th & 25th May, 2024

Time: 6 hours (3 hours/day)

Mode: Zoom (Onsite training session can be arranged upon request)

Target Audience

The target audience for the course includes:

- Executive Management
- Business Owners/Founders
- Individuals involved in strategic decision-making and execution.

Delivery Format

Day 1 - Interactive workshops and Case studies

Day 2 - Group discussions, and Practical exercises

Overview and Learning Objectives

IFRS 17 provides guidelines on the recognition, measurement, presentation and disclosure of Insurance contract. The standard will replace IFRS 4 and will become effective on 1 January 2023.

Prior to the introduction of IFRS 4, no standard addresses the specifics of insurance companies. The companies only rely on the local laws and regulations in presenting its financial statements as it relates to insurance contracts. Hence, financial statements of different jurisdiction were not comparable. IFRS 4 only provide clarity on what constitute an insurance contract and provided a limited improvement to accounting for insurance contracts but did not state how insurance companies should recognise and measure insurance contract.

The adoption of IFRS 17 will bring about a change to how insurance companies present their financial statements. Prior to the adoption, it is important to get accustomed to the provisions of the standard.

Course Objectives

At the end of this session, participants would be able to understand:

- The scope of the standard.
- The recognition requirements
- The level of aggregation and grouping of insurance contracts.
- Identify and explain key terms under the standard such as fulfilment cash flows, contractual service margin etc.
- The different measurement methods provided by the standard

Course Content

1. Overview of IFRS 17

- a. Definition of terms
- b. Scope of IFRS 17
- c. Separating and Combining Components in Insurance Contracts
- d. Level of Aggregation
- e. Overview of Reinsurance Contracts

2. Recognition of insurance contract

- a. Initial recognition
- b. Subsequent recognition

3. Measurement Models

- a. General Model – Building Block approach
 - Estimating Future Cash Flows
 - Discount Rates
 - Risk Adjustments for Non-Financial Risks
 - Contractual Service Margin
 - Onerous Contracts
- b. Premium Allocation Approach
 - Liability for incurred claims
 - Liability for remaining coverage

Price: NGN 200, 000

Date: 5th & 6th June, 2024

Time: 2 days

Mode: Zoom/Onsite

- The presentation and disclosure requirements of the standard

Target Audience

The target audience for the course includes:

- Chief Financial Officers
- Financial and Management Accountants
- Tax Accountants
- Financial Managers and Officers
- Auditors and Consultants, etc.

- c. Variable Fee Approach – Measurement of Contracts with Participating Features

4. Presentation and Disclosure Requirements for Insurance Contracts

- a. Presentation requirements
- b. Disclosure requirements
- c. Contract Modification and Derecognition

5. Transition

- a. Transition Approaches
- b. Disclosure Relief on Transition
- c. Effective Date

Overview and Learning Objectives

Business model design and innovation are critical for the success and sustainability of startups and small to medium-sized enterprises (SMEs). This training program is designed to equip participants with the essential knowledge and skills needed to create, refine, and innovate business models for small and medium-sized enterprises. The program integrates key concepts such as the Business Model Canvas, Lean Startup methodology, and Design Thinking to foster a holistic understanding of business model design and innovation.

Price: NGN 100, 000

Date: 14th June, 2024

Time: 4 hours (1 day program)

Mode: Zoom (Onsite training session can be arranged upon request)

Course Objectives

At the end of this session, participants would be able to understand:

- Develop the ability to critically assess and refine business models based on market dynamics.
- Learn how to make strategic decisions that align with business model objectives and market demands.
- Cultivate an entrepreneurial mindset focused on adaptability, resilience, and continuous improvement.
- Learn the tools and insights needed to design, innovate, and adapt their business models to thrive in dynamic and competitive business environments.

Target Audience

The target audience for the course includes:

- Entrepreneurs
- Startup Founders
- Business Owners
- Individuals involved in the early stages of Business Development.

Delivery Format

Theoretical insights, hands-on exercises, and real-world case studies.

Course Content

1. Understand Business Models

- a. Concept of a business model and its significance for startups and SMEs.
- b. The interconnection between a business model and the value proposition.

2. Master the Business Model Canvas (BMC)

- a. The nine building blocks of the BMC.
- b. Application of the BMC to map and visualise business models.

3. Apply Lean Startup Principles

- a. Principles of Lean Startup methodology.
- b. Build-Measure-Learn feedback loop for iterative business development.

4. Utilise Design Thinking for Innovation

- a. Principles of design thinking to identify customer needs.
- b. Generate and prototype innovative business model concepts.

Overview and Learning Objectives

Workforce design refers to the process of designing and organising a workplace to optimise worker performance and safety. This means that every organisation should be able to schedule labor in a way that maximises coverage, minimises idle time, and better matches employee skills to roles that need those skills in the future. In this training, participants will have a great understanding of Workforce Design, its fundamentals, and values while also learning the rudiments of Workforce Planning, amongst other things.

Price: NGN 80, 000

Date: 28th June, 2024

Time: 3 hours (1 day program)

Mode: Zoom

Course Objectives

At the end of this session, participants would be able to understand:

- Understand workplace design and its benefits
 - Understand the fundamentals of workplace design think critically and ask the right questions when designing the workplace
- To develop a workforce plan appropriate for your organisation
- Understand the key steps involved in the workforce planning process
- Understand the key steps for measuring the impact of workforce planning
- Understand the key matrix to evaluate workforce performance

Target Audience

The target audience for the course includes:

- Business Owners
- Operations Professionals
- HR Managers
- Anyone with an interest in developing understanding and capability within the sphere of Workforce Design and Planning

Delivery Format

Interactive Workshops, Case Studies, and Role-Playing Exercises

Course Content

1. Introduction

- a. Understanding Workforce Design
- b. Fundamentals of Workforce Design – Values of Workforce Design

2. Effective Workforce Design

- a. Identifying Required Workforce Skills
- b. Skills vs People vs Business Performance – Identifying Mission Critical Roles
- c. Rudiments of Workforce Planning

3. Evaluation

- a. Measuring the Impact of Workforce Planning
- b. Using the 9-Box Matrix to Evaluate Workforce Performance

Overview and Learning Objectives

Quality Assurance Review (QAR) is a systematic and independent examination of processes and procedures within an organisation to ensure that established quality standards are being met. The primary purpose of a QAR is to assess the effectiveness and efficiency of internal controls, practices, and operations, with the goal of enhancing overall performance and compliance.

Course Objectives

At the end of this session, participants would be able to understand:

- Understand the importance of quality assurance in internal audit
- Recognise the significance of quality assurance in maintaining the credibility, reliability, and effectiveness of internal audit activities
- Understand how quality assurance contributes to the achievement of organisational objectives and the enhancement of risk management and governance processes
- Determine key components, requirements, and principles of quality assurance standards
- Develop methodologies and techniques for reviewing internal audit workpapers, reports, and findings
- Effectively communicate findings and recommendations
- Prepare comprehensive and transparent quality assurance review reports

Course Content

1. Introduction to Quality Assurance in Internal Audit

- a. Definition and importance of quality assurance in internal audit
- b. Objectives of quality assurance reviews
- c. Overview of relevant standards (e.g., The IIA's International Standards for the Professional Practice of Internal Auditing)
- d. Role and Responsibilities of Quality Assurance

2. Responsibilities of internal audit management and QA function

- a. Relationship between internal audit, QA, and senior management
- b. Importance of independence and objectivity in QA activities
- c. Quality Assurance Frameworks and Standards

3. Overview of quality assurance frameworks and methodologies

- a. Explanation of key components and requirements of quality assurance standards
- b. Planning and Performing Quality Assurance Reviews

4. Developing a quality assurance plan

- a. Establishing review objectives, scope, and criteria

Price: NGN 150, 000
Date: 16th July, 2024
Time: 5 hours
Mode: Zoom/Onsite

- Foster a culture of continuous improvement and follow-up

Target Audience

The target audience for the course includes:

- Chief Executive Officers
- Audit Managers
- Senior Internal Auditors
- External Auditors
- Finance Managers
- Internal Control Managers
- Heads of Departments

- b. Conducting risk assessments for QA reviews
- c. Reviewing Internal Audit processes and activities

5. Reviewing internal audit workpapers, reports, and findings

- a. Assessing compliance with internal audit policies, procedures, and standards
- b. Evaluating the effectiveness of internal audit methodologies and techniques

6. Methodologies for QA reviews

- a. Techniques for testing internal audit activities and processes
- b. Documentation and evidence gathering for QA purposes
- c. Reporting and Communication

7. Communicating findings and recommendations from QA reviews

- a. Preparing QA review reports for internal audit management and stakeholders
- b. Ensuring transparency and accountability in QA reporting
- c. Continuous Improvement and Follow-Up

Overview and Learning Objectives

Competitive analysis and positioning are strategic processes that organisations undertake to understand their competitive landscape, identify opportunities for differentiation, and establish a strong market position. This involves assessing competitors, analysing market trends, and strategically positioning products or services to gain a competitive advantage. This training aims to empower participants with the tools and knowledge needed to conduct effective competitive analysis, strategically position products or services, and gain a competitive edge in the market.

Course Objectives

At the end of this session, participants would be able to understand:

- Have a solid understanding of competitive analysis and strategic positioning concepts.
- Possess skills in identifying and analysing competitors, market trends, and customer needs.
- Be able to conduct a SWOT analysis and translate insights into actionable strategies.
- Understand differentiation strategies and their impact on market positioning.
- Develop the ability to gather and analyse competitive intelligence ethically and legally.
- Identify opportunities for market growth and potential areas for improvement based on competitive benchmarking.

Course Content

1. Understanding Competitive Analysis

- a. Definition of competitive analysis and its role in strategic decision-making.
- b. Importance of staying informed about industry trends and competitor activities.

2. Strategic Positioning Concepts

- a. Introduce the concept of strategic positioning in the market.
- b. How effective positioning contributes to competitive advantage.

3. Competitor Identification

- a. Identifying direct and indirect competitors.
- b. Understand the competitive landscape and market segmentation.

Target Audience

The target audience for the course includes:

- Business Owners
- Startup Founders
- Business Strategists
- Marketing Professionals (Individuals involved in market analysis and positioning)

Delivery Format

Interactive workshops, case studies, and group discussions

Price: NGN 100, 000

Date: 26th July, 2024

Time: 4 hours (1 day program)

Mode: Zoom (onsite training session can be arranged upon request)

Overview and Learning Objectives

Working capital management is influenced by the firm's daily operating activities, which consist of ordering and paying for goods and services and making and collecting sales. These operating activities create various working capital accounts (e.g., inventory, accounts payable, and accounts receivable), impacting cash flows and liquidity. The inflow and outflow of this operating cycle result in the cash conversion cycle.

This course provides a comprehensive analysis on how to manage working capital, working capital financing policies, increasing profits through working capital management and how to properly fund working capital. The course also discusses the cash conversion cycle, budgeting and credit policy.

Course Objectives

At the end of this session, participants would be able to understand:

- Discover basic understanding of a company's working capital structure
- Identify how to manage working capital to increase profits.
- Explore and establish basic knowledge of treasury management policies
- Identify how to calculate the cash conversion cycle.
- Explore and establish knowledge of working capital in the budgeting process and credit policy
- Recognise the roles, responsibilities, tools and strategies associated with treasury management, including international best practices and procedures.

Course Content

1. Overview of Treasury Management

- a. Market volatility – establishing the need for effective treasury management
- b. The strategic role and scope of treasury management
- c. Portfolio management, trading and settlement, including proprietary trading
- d. Establishing a treasury function along with developing a risk management strategy
- e. Regulation, including the international regulatory framework

2. Accounting for Cash and Performance

- a. A Performance Management Model
- b. Ratios for Cash and Working Capital Management
- c. Basics of Working Capital Management
- d. Financial Modelling for Cash and Working Capital Management
- e. Spreadsheet Modelling and Tools and Approaches

Target Audience

The target audience for the course includes:

- Chief Financial Officers
- Financial and Management Accountants
- Tax Accountants
- Financial Managers and Officers
- Auditors and Consultants, etc.

Price: NGN 120, 000

Date: 9th August, 2024

Time: 5 hours

Mode: Zoom/Onsite

Overview and Learning Objectives

In the business world, process design is a critical element of success. To create efficient and profitable operations, it is necessary to have a process in place that can be followed consistently.

Process design is the process of creating and improving systems that convert inputs into outputs. Process design involves understanding how work is done within an organisation and then designing and implementing ways to improve it. In this training, we will be discussing the introduction to systems & processes, critical thinking for process design, and designing process controls, amongst other topics.

Course Objectives

At the end of this session, participants would be able to understand:

- Understand what system & process design is and its importance;
- Understand process design planning;
- Think critically for process design;
- Understand what process control is and its significance;
- Understand the ropes of process control;
- Understand what process configurations are;
- Understand different process configurations; and
- Design process controls.

Course Content

1. Introduction

- Introduction to Systems & Process Design
- Understanding your Business Requirements
- Critical Thinking for Process Design

2. Design Framework

- Process Configuration and Effect on System Performance
- Designing Process Controls

3. Evaluation

- Measuring Efficiency Improvements

Price: NGN 100, 000

Date: 30th August, 2024

Time: 3 hours (1 day program)

Mode: Zoom (onsite training session can be arranged upon request)

Target Audience

The target audience for the course includes:

- Business Owners
- Operations Professionals
- Business Consultants
- People who want to improve their capacity in Systems & Process Design

Delivery Format

Interactive workshops, group discussions, and practical application sessions.

Overview and Learning Objectives

Preparing the annual budget is a major activity for many entities. In many medium-sized and large companies, there is a well-defined process for budget preparation, because a large number of individuals have to co-ordinate their efforts to prepare the budget plans. The budgeting process may take several months, from beginning to eventual approval by the board of directors. The budgeting process might be supervised and controlled by a special committee (the budget committee).

An entity should seek to minimise quality-related costs. In order to do this, quality-related costs should be measured, analysed and controlled. However, in many organisations the management accounting system does not capture, analyse and report on quality cost data. This course aims to illustrate how organisations can control cost and manage their budget effectively.

Course Objectives

At the end of this session, participants would be able to understand:

- Budget management and cost control.
- The budgeting process
- Budget analysis and variance
- Budget and decision making
- The use of financial accounting information in capital investment decisions.

Course Content

1. Overview

- a. How decision affect cost
- b. How understanding costs and managing them properly is the way to success in an organisation
- c. Budgeting Process

2. Fundamentals of Management Accounting

- a. Cost component and cost accumulation
- b. Control and Management
- c. Budgets and standards
- d. Identifying areas of cost reduction
- e. Managing cost of capital
- f. Use of financial accounting information in capital investment decisions

3. Budgetary Control

- a. Variance Analysis
- b. Planning and Control
- c. Decision Making

Target Audience

The target audience for the course includes:

- General Managers
- Directors
- Top Executives and Experienced Managers
- Sales and Marketing Managers
- Accountants
- Corporate Treasury Managers
- Professionals of any department involved in the budgetary process, etc.

Price: NGN 150, 000

Date: 12th September, 2024

Time: 6 hours

Mode: Zoom/Onsite

Overview and Learning Objectives

Entrepreneurship strategy is a comprehensive approach that encompasses the entire entrepreneurial journey, from ideation to exit. It involves the systematic planning, execution, and adaptation of strategies to build and grow a successful startup, addressing various aspects such as ideation, market validation, business model development, financial planning, marketing, and exit strategies. This training aims to empower entrepreneurs and startup founders with the knowledge and skills needed to navigate the entrepreneurial journey, from idea conception to successful exit.

Course Objectives

At the end of this session, participants would be able to understand:

- Have a clear understanding of entrepreneurship fundamentals.
- Possess skills in ideation, opportunity recognition, and market validation.
- Develop a robust business model and strategic plan.
- Understand financial planning, funding options, and budgeting for startups.
- Know how to develop and launch a Minimum Viable Product (MVP).
- Be equipped with marketing, sales, and branding strategies.
- Understand operational efficiency and scalability considerations.

Course Content

1. Introduction to Entrepreneurship

- a. Definition of entrepreneurship and its key components.
- b. The entrepreneurial mindset and characteristics.

2. Ideation and Opportunity Recognition

- a. Generating and evaluating business ideas.
- b. Identifying opportunities in the market and assessing their viability.

3. Market Research and Validation

- a. The importance of market research in shaping business ideas.
- b. Techniques for validating and refining business concepts.

- Identify legal and regulatory aspects relevant to startups.
- Explore exit strategies and succession planning.

Target Audience

The target audience for the course includes:

- Entrepreneurs
- Startup Founders
- Business Strategists
- Individuals involved in various stages of entrepreneurship.

Delivery Format

Interactive workshops, ideation sessions, and group discussions.

Price: NGN 100, 000
Date: 20th September, 2024
Time: 6 hours
Mode: Zoom (onsite training session can be arranged upon request)

Overview and Learning Objectives

Board evaluation is a fundamental requirement of the Nigerian Code of Corporate Governance and global best Practice. A highly effective board is one that clearly articulates the vision, ethics and values of the company. It takes full advantage of the board dynamics, has a clarity of purpose, effective chairmanship and a strategic direction.

This course will demonstrate how these aspects can be developed and a high-performing board can set the tone and lead the organisation's strategy most effectively.

It is an essential training for anyone who works on or with Board of Directors, whether it is a board experiencing tough challenges or one that is confident in its own performance. It carefully details the technical aspects of the board evaluation process and explains how to implement a culture of continuous improvement.

Course Objectives

At the end of this session, participants would be able to understand:

- The roles of the Board and Board Committees.
- The legal duties and responsibilities of the Board of Directors
- The role of the Board in determining the organisation's culture and values
- How to define objectives that accounts for organisation's risk appetite and ensure efficient delivery of strategic plans
- Board's performance evaluation process and the tenets of good governance

Course Content

1. Board roles and responsibilities

- a. The duties of the board and its role and responsibility in articulating the vision, and determining the organisation's culture and values
- b. Setting objectives that accounts for organisation's risk appetite and ensure the delivery of the strategic plans.
- c. Delegation to management and stakeholder engagement
- d. Reviewing risk appetite
- e. Audit committee and its roles

2. Regulatory expectation on Board members

- a. Composition and eligibility of Board members as required by CAMA
- b. Regulatory requirements relating to periodic evaluation, Board meetings, Board remuneration etc..

3. Corporate Governance perspective

- a. Principles of Corporate Governance: IFAC, CAMA and other regulatory guidelines

- Board methodologies available

Target Audience

The target audience for the course includes:

- Executive Management
- Company Directors (Executive & Non Executive)
- Company Secretaries

Price: NGN 200, 000

Date: 24th September, 2024

Time: 5 hours

Mode: Zoom/Onsite

Overview and Learning Objectives

Enterprise risk management (ERM) is a methodology that looks at risk management strategically from the perspective of the entire firm or organisation. It is a top-down strategy that aims to identify, assess, and prepare for potential losses, dangers, hazards, and other potentials for harm that may interfere with an organisation's operations and objectives and/or lead to losses.

ERM allows managers to shape the firm's overall risk position by mandating certain business segments engage with or disengage from particular activities.

The primary objective of the enterprise risk management course is to provide participants with an understanding of the various types of risks that organisations may face, and the tools and techniques used to identify, assess, and manage those risks.

Course Objectives

At the end of this session, participants would be able to understand:

- What is Enterprise Risk Management?
- Risk governance and the role of board of directors in overseeing the risk management process
- The integration of ERM with strategic and decision-making

Target Audience

The target audience for the course includes:

- Chief Financial Officers
- Chief Risk Officers
- Board of Directors
- Professional Accountant
- Risk Analyst
- Auditors

Course Content

1. Introduction to Enterprise Risk Management

- a. Definition and Importance of ERM
- b. ERM Framework and Process

2. Identifying Risks

- a. Types of Risks
- b. Risk Assessment Techniques
- c. Risk Register

3. Analysing Risks

- a. Probability and Impact Analysis
- b. Risk Heat Maps
- c. Risk Scenario Analysis

4. Managing Risks

- a. Risk Mitigation Strategies
- b. Risk Transfer and Financing
- c. Risk Acceptance and Retention

5. Monitoring and Review

- a. ERM Implementation and Governance
- b. ERM Metrics and Reporting
- c. Continuous Improvement of ERM

6. Case Studies and Applications

- a. Real-life examples of ERM in selected industries
- b. Best practices for ERM implementation in organisations

Price: NGN 200, 000

Date: 10th October, 2024

Time: 6 hours

Mode: Zoom/Onsite

Overview and Learning Objectives

Ethical leadership emphasises moral and ethical principles, values, and behaviours. Ethical leaders act with integrity, honesty, and fairness, placing a strong emphasis on moral decision-making. This training program is designed to equip leaders with the knowledge, skills, and values necessary to lead with integrity and navigate the complexities of corporate social responsibility.

Price: NGN 200, 000

Date: 25th, 26th October, 2024

Time: 6 hours (3 hours/day)

Mode: Zoom (Onsite training session can be arranged upon request)

Course Objectives

At the end of this session, participants would be able to understand:

- Gain knowledge, skills, and mindset necessary for leading with integrity and fostering socially responsible business practices
- Gain insights into ethical decision-making
- Understand and create CSR strategies
- Integrate ethical and CRS principles into the fabric of their organisation

Target Audience

The target audience for the course includes:

- Executive Management
- Sustainability Managers
- Gender Lens Investment Analysts (PE Firms)
- Family Office Leaders
- CSR Managers
- Employees involved in decision-making processes within organisations.

Delivery Format

Day 1 – Seminar and Interactive Sessions

Day 2 – Case studies, and Group discussions

Course Content

1. Understanding Ethical Leadership

- Introduction to ethical leadership and its importance in fostering trust, integrity, and transparency within organisations.
- Different ethical leadership models and approaches.

2. Exploring Corporate Social Responsibility (CSR)

- Define CSR and its significance in modern business contexts.
- Key components and pillars of CSR.

3. Linking Ethical Leadership with CSR

- Relationship between ethical leadership and CSR practices.
- How ethical leaders can drive CSR initiatives and integrate ethical principles into organisational culture.

4. Ethical Decision Making

- Frameworks and models for ethical decision-making processes.
- Applying ethical decision-making techniques to real-world scenarios and dilemmas.

5. Impact Investment

- Introduction to Impact Investing
- Principles of Impact Investing

Overview and Learning Objectives

Internal Audit provides several important services to an entity's management. These include detecting and preventing fraud, testing internal control, independently reviewing and objectively evaluating the organisation's operations, gather relevant and objective information and report inefficiencies observed to the board of directors.

Internal Audit helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

This course focuses on understanding the functions, role and importance of internal audit for any given organisational structure and covers each of its aspect thoroughly.

Course Objectives

At the end of this session, participants would be able to understand:

- Internal Audit Activities and Standards
- Operational, Compliance & Financial internal audit
- Internal audit fieldwork guidelines and techniques
- Risk identification, controls identification, and controls testing in Internal Audit
- Internal audit test tools
- Effective sampling techniques in an internal audit assignment in terms of sample size or sample selection
- Fraud and Internal auditor's responsibility once fraud has been detected.

Course Content

1. The scope and the function of Internal Audit

- a. Defining internal audit
- b. Distinguishing internal from external auditing
- c. Scope of internal auditing: the internal audit charter
- d. Staffing the internal audit function
- e. Responsibilities and level of independence
- f. Reporting line, role and value additions
- g. Internal audit as a function of corporate governance

2. Various Types of Internal Auditing Assignments

- a. Performance & Operational auditing
- b. Financial auditing: accounting cycles audited by the internal audit function
- c. Compliance auditing

3. Internal Audit Activities and Standards

- a. Risk identification, controls identification and controls testing in Internal Audit
- b. Ethical standards and professional conduct
- c. Fraud and Internal auditor's responsibility once fraud has been detected.

Target Audience

The target audience for the course includes:

- Internal Auditors
- Risk and Compliance Officers
- External Auditor
- Board Audit Committees, etc.

Price: NGN 100, 000

Date: 29th October, 2024

Time: 5 hours

Mode: Zoom/Onsite

Overview and Learning Objectives

Efficient management of accounts receivable and payable provides the organisation with a strong sense of where they stand against industry leaders and shows them how to take their services and organisational processes to state-of-the-art levels. Better control of receivables and payables is one of the best ways to improve cash flow, working capital, reduce debt and costs.

Accounts Receivable and Payable training course provides you with all the knowledge of accounts receivable and payable, and the professional tools to get your people on the same page and standardise procedures and problem-solving in this area.

The participant will gain in-depth knowledge of importance of the accounts payable function and the need for effective and efficient control, cash flow, working capital, debt management, best practices collection tools and techniques and meaningful KPIs.

Course Objectives

At the end of this session, participants would be able to understand:

- Efficient accounts receivable management to include billing, posting remittance information, monitoring payment patterns, and collecting delinquent accounts.
- How to prepare the credit file, set credit limits, the warning signs of credit distress to look for, and types of credit reports
- Billing and collection methods, late fees, and collection techniques.
- Accounts receivable monitoring and control.

Course Content

1. Brief Overview of Accounting

- a. Accounting and its role
- b. The Fundamental Equation of Accounting
- c. Principles of accounting

2. Accounts Receivable Management

- a. What is account receivable and why is it important?
- b. Account receivable management process
 - The billing process
 - Customer sensitive collection strategies
 - Collection techniques and letter cycles
 - Appropriate internal and external escalation steps
 - Using workflow management to maximise collector performance
- c. AR Process Improvement
- d. Improving Quality of Accounts Receivable
- e. Aging of Accounts Receivable and Bad Debts Reserves
- f. Alternatives in Computing Bad Debt
- g. Reducing Bad Debt Write-Offs
- h. Challenges in account receivable management

Target Audience

The target audience for the course includes:

- Finance executives
- Professional Accountants
- Account Receivables and Payables Managers
- Account Receivables and Payables Supervisors

Price: NGN 100, 000

Date: 7th November, 2024

Time: 6 hours

Mode: Zoom/Onsite

Course Content

5. Relationship between Credit and Sales

- a. Developing Good Working Relationships
- b. Between the Two Departments
- c. Involving Sales in the Collection Effort

6. Accounting for Accounts Payable

- a. Accounting Essentials for Accounts Payable
- b. Accounts Payable Terminology
- c. General Ledger and Sub-Ledger
- d. Month End Accounting Entries and Accruals
- e. Control Account Reconciliations
- f. Developing a Reconciliation Plan for the Sub-Ledger
- g. Functions of Accounts Payable Department and Role of AP Staff

7. Accounts Payable Management and the Financial Health of Organisations

- a. What is Accounts Payable (AP) and why is it important?
- b. Account payable management process
 - Supplier payment processes and techniques
 - Appropriate internal and external escalation steps
 - Using workflow management to maximise payment performance
- c. AP Process Improvement
- d. Accounts Payable Impact on Working Capital and Cash Management

8. Accounts Payable Monitoring and Control

- a. Improving the Image of Accounts Payable Department
- b. Organising the AP Department
- c. Closing the Communication Gap
- d. Dealing with Internal and External Disputes
- e. Providing Customer Service to Vendors

9. Accounts Payable: Analysis and reporting

- a. Accounts Payable and effective customer service
 - Working Capital and Cash Management
 - Identifying underperforming areas to improve vendor relationship
- b. Best Practices in Accounts Payable (AP)
- c. Accounts payable ratios and interpretation

Overview and Learning Objectives

The efficient management of the payroll function is crucial for any business with multiple employees. It is an aspect that requires attention to detail and careful observation of the regulatory environment. To manage high staff turnover and to retain the best hands, implementation of global best practices in relation to human resource functions cannot be overemphasised, payroll management being an integral part. The integration of the payroll function with the finance and human resource departments further contributes to the operational management of a successful organisation.

This course gives a comprehensive understanding of the principles of payroll management and effective controls with a strong emphasis on practical application in the working environment. Whether you are seeking to manage these functions within your organisation or to diversify your skillset for career progression, this course will provide you with the skills and knowledge needed to perform the vital function of payroll management and the effective implementation of controls.

Course Objectives

At the end of this session, participants would be able to understand:

- The ideal payroll structure and management
- The payroll regulatory and compliance environment
- The relationship between payroll, human resource management and Finance Department
- The skills needed to identify risk and implement controls

Course Content

1. Payroll Environment

- a. What is Payroll management?
- b. Importance of payroll management
- c. Types of Payroll Systems
- d. Setting up your payroll department
- e. The acts that Govern Payroll
- f. Integration of payroll with Company Policies
- g. Responsibility of the Payroll Administrator
- h. Ethical considerations in the payroll function

2. Payroll Implementation and Management

- a. The key steps Involved in payroll activities.
- b. Creating cost centers, pay points and job codes
- c. Maintaining employee data, time management and tracking
- d. Employee compensation, additional benefits and deductions
- e. Setting up Payslips and Ensuring Regulatory Compliance
- f. Making amendments and accounting for Specific transactions
- g. Updating to New Pay Period and Month-End Procedures.

Target Audience

The target audience for the course includes:

- Payroll Administrators
- Financial and Management Accountants
- Human Resource Professionals & Consultants

Price: NGN 120, 000

Date: 26th November, 2024

Time: 5 hours

Mode: Zoom/Onsite

Overview and Learning Objectives

Designing and implementing a performance management system is a strategic process that involves creating a structured framework for setting expectations, assessing employee performance, providing feedback, and aligning individual contributions with organisational goals. This training is designed to empower HR professionals and managers with the knowledge and skills needed to design, implement, and continuously improve an effective performance management system within their organisations.

Course Objectives

At the end of this session, participants would be able to understand:

- Have a comprehensive understanding of performance management principles.
- Possess skills in performance planning, feedback, and employee development.
- Understand various performance appraisal methods and their applications.
- Know how to address performance issues with fairness and consistency.
- Be equipped with strategies for employee recognition, rewards, and motivation.
- Understand the legal and ethical considerations in performance management.
- Explore the role of technology in enhancing performance management processes.

Course Content

1. Understanding Performance Management

- a. Definition of performance management and its role in organisational success.
- b. The link between individual performance and organisational objectives.

2. Performance Planning

- a. Setting clear performance expectations and goals.
- b. Importance of aligning individual goals with organisational objectives.

3. Internal Audit Activities and Standards

- a. Performance appraisal methods (e.g., 360-degree feedback, self-assessment).
- b. The strengths and weaknesses of different appraisal approaches.

- Develop a mindset of continuous improvement in performance management.

Target Audience

The target audience for the course includes:

- HR Professionals
- Managers
- Individuals involved in Designing and Implementing Performance Management Systems.

Delivery Format

Interactive workshops, case studies, group discussions, and practical application sessions.

Price: NGN 200, 000

Date: 29th November, 2024

Time: 6 hours

Mode: Zoom (onsite training session can be arranged upon request)

Overview and Learning Objectives

This IFRS comprehensive accounting standards training course will enable each participant to appreciate and understand the basics and certain complexities associated with international accounting standards along with topic terminology, concepts and applications.

In gaining a perspective of the origins of IFRS, the accomplishments to date, in the development and acceptance of global accounting standards and insights into the foreseeable future, participants will gain a valuable understanding of this critical field of knowledge and be capable of contributing meaningful assistance to their respective organisations with respect to the adoption and utilisation of these accounting standards.

Price: Based on request

Date: To be agreed upon

Time: Based on request

Mode: Zoom/Onsite

Course Objectives

At the end of this session, participants would be able to understand:

- Context of IFRS standards
- Financial statement presentation
- Funding, revenue and expenditure
- Entity consolidation and combination
- Classification and measurement
- Disclosure and other matters

Target Audience

The target audience for the course includes:

- Finance Directors
- Head of Finance
- Chief Finance Officers
- Accountant
- Account Managers
- Auditors
- Analysts, etc.

Course Content

1. IFRS Overview and Specific Industries

- a. Overview of IFRS Principles and Concepts
- b. The latest on world adoption of IFRS
- c. First time adoption of IFRS
- d. IAS 1 – Presentation of Financial Statements
- e. IAS 8 – Accounting Policies, Changes in Accounting Estimates and Errors
- f. IAS 18 – Revenue
- g. IFRS 6 – Exploration for and evaluation of Mineral Resource
- h. Financial Instruments Post Implementation Review for Financial Institutions
- i. The “Successful Efforts” (SE) Method or the “Full Cost” (FC) Method over Oil and Gas Reserves – disclosures and impact on financial statements
- j. Case Studies

2. Technical Standards

- a. IAS 12 – Income Taxes
- b. IAS 19 – Employee Benefits
- c. IAS 33 – Earnings per Share
- d. IAS 34 – Interim Financial Reporting
- e. IFRS 5 – Discontinued Operations

- f. IFRS 12 – Service Concession Arrangements
- g. IFRS 20 – Stripping Costs in the Production Phase of a Surface Mine
- h. Case Studies

3. Financial Instruments

- a. IAS 39 – Recognition and Measurement
- b. IFRS 2 – Share-based Payments
- c. IFRS 7 – Disclosures
- d. IFRS 13 – Fair Value Measurement
- e. IFRIC 16 – Hedges of Net Investment in Foreign Operations
- f. IFRIC 19 – Extinguishing Financial Liabilities with Equity Instruments
- g. Case studies

Course Content

4. Group Reporting

- a. IAS 28 – Investments in Associates
- b. IFRS 3 – Business Combinations
- c. IFRS 8 – Segment Reporting
- d. IFRS 10 – Consolidated Financial Statements
- e. IFRS 11 – Joint Arrangements
- f. IFRS 12 – Disclosure of Interest in Other Entities
- g. Case Studies

5. New Standards and Practical Implications

- a. FRS 9 – Financial Instruments
- b. IFRS 14 – Regulatory Deferral Accounts
- c. IFRS 15 – Revenue from Contracts with Customers
- d. IFRS 16 – Leases
- e. Future developments
- f. IFRS and Statutory Audit Procedures
- g. Case Studies and Practical Implementation

About Us

Kreston Pedabo is a professional services firm providing Audit & Assurance, Tax Compliance & Advisory, Financial Advisory & Risk Management, as well as Management Consulting & other specialised Support services to clients across all sectors of the Nigerian economy.

A full-service firm of chartered accountants, auditors, tax practitioners, and management experts, with a staff strength of over 150 persons, most of whom are professionally certified. The firm was established in 1998 and is led by ten (10) partners.

The firm offers various routine and bespoke solutions aimed at facilitating compliance and meeting clients' expectations for improved business performance.

25 years in business with over 500 satisfied clients, our firm takes a holistic approach to all its engagements, aimed at developing constructive and result-oriented reports on all assignments.

Our focus is to create real economic value for clients through radical improvements with strategic insights and impacts leading to tangible economic results; practical analysis and strategies that make sense to business managers and are germane to clients' businesses.

Kreston's Global Footprint

We are longstanding members of the Forum of Firms – THE quality mark for transnational Audits. We are members of IFAC and actively involved in setting standards in accounting worldwide.

We perform both external quality control reviews and Kreston quality control reviews for every firm on a three year cycle.



What We Do

Audit & Assurance

- Accounting
- Forensic Accounting
- Model Audit
- Internal Audit
- Forensic Audit

Management Consulting & other Specialised Support

- Business Process Management [Design, Optimisation & Reengineering]
- Commercial Due Diligence
- Market Research & Project Feasibility
- Strategy Design
- Operations/Interim Management
- Customer Experience Evaluation
- Project Management
- Loan Staff Provision [Outsourcing]
- Recruitment & Executive Search
- HR Consulting
- Training
- Compensation & Benefits Consulting
- Corporate Governance & Board Evaluation
- HNI Portfolio Support
- Liquidation & Insolvency
- Receivership
- Payroll Management Services
- Debt Recovery
- Secretarial Services & Company Incorporation

Tax Compliance & Advisory

- Tax Planning & Consultation
- Corporate Income Tax (CIT, PPT, EDT)
- Transaction Tax (VAT & WHT)
- Personal Income Tax
- Transfer Pricing
- Certificate of Acceptance
- Corporate Restructuring
- Design of transaction structures
- Formal tax opinions
- Tax rulings from the tax authorities
- Agreement reviews
- Transactional Regulatory Approvals – Processing of Acceptance Certificates | Pioneer Status Incentive, NOTAP, etc.

Financial Advisory & Risk Management

- Internal Audit / Internal Control
- IFRS Conversion
- Due Diligence
- Enterprise Risk Management
- Regulatory & Compliance Review
- Valuation Services
- Actuarial Services (Gratuity Valuation)
- Business Modeling & Financial Advisory

Professional Affiliations

- The Chartered Institute of Taxation of Nigeria (CITN)
- Financial Reporting Council of Nigeria
- Federal Ministry of Industry, Trade & Investment (FMITI)
- Institute of Chartered Accountants of Nigeria (ICAN)
- Office of the Auditor-General for the Federation
- Securities and Exchange Commission (SEC)





Thank You

- Lagos Office**
67, Norman Williams Street
South West Ikoyi
Lagos
- Lagos Office**
27, Alhaji Bashorun Street
South West Ikoyi
Lagos
- Abuja Office**
4th Floor, Ground Square
Mohammed Buhari Road
Central Business District
Abuja
- 01-2919041 || 08088208747
- 09-8707692
- info@krestonpedabo.com
- www.krestonpedabo.com