



HELLENIC AMERICAN UNION
An educational public charity

Financial Statement Analysis

for non-finance professionals

Start anytime



COURSE OVERVIEW

Financial decisions impact every area of a company. Executives, even those with no finance background need to understand and speak the “language of numbers”, and to make informed, intelligent decisions.

This 3-module course adopts a practical, non-technical approach to provide you with a basic understanding of the structure and the analysis of published financial statements.

TOPICS TO BE COVERED

The Published Financial Statements

- The objective of financial statements
- Types of statements
 - Balance sheet, income statement, statement of change in equity, cash flow statement

Analyzing Published Financial Statements

- Introduction to financial ratios analysis
- Problems associated with the use and interpretation of financial ratios

Financial Forecasting—Projected Financial Statements

- Financial planning
- Preparing projected financial statements
- Preparing the projected income statement and balance sheet

LEARNING OUTCOMES

By the end of the course you will be able to:

- Understand and critically comment on the basic accounts published in firms’ annual reports
- Undertake a basic financial statements analysis to inform the decision making process

WHAT DOES THE MATERIAL INCLUDE?

Instructor’s notes, articles reports, and excel worksheets.

HOW LONG DO I HAVE TO FINISH THE COURSE?

The course runs over 3 weeks. However, you can complete the course up to two months from the day you register.

HOW MUCH TIME WILL I NEED TO STUDY?

You will need approximately 6 hours per module to study the material and deal with assignments. You will have access to the course material 24/7, but it is up to you to organize your study time.

WHO SHOULD ATTEND

Marketing executives, IT managers, self-employed people and those who are interested in understanding the data presented in a financial statement

INSTRUCTOR

Dr. Leonidas Tzonis

TUITION FEES

€ 170

REGISTRATION PROCEDURES

You can enroll individually or through your employer. Detailed information is provided on the next page.

HOW DO I GET STARTED?

Once your registration is confirmed you will receive your personal username and password, as well as instructions for adjusting your browser and enter the platform. Help is available all the way.

CERTIFICATE OF ATTENDANCE

A certificate of attendance will be provided upon successful completion of the course.

FURTHER INFORMATION

Please call 2103680006 or 2103680056, or send an email to training@hau.gr

INDIVIDUAL PARTICIPATION

There are two registration options:

Online: You can enroll by clicking the "Buy Online" tab at the top of the course description page. You will be asked to login to proceed. You will need a valid credit card (MasterCard or Visa) to be able to register this way. An automatic confirmation will be sent if the transaction is successful. Your receipt will be given to you on the day of the seminar.

Offline: You can register at the HAU Registrar's Office, Monday through Friday, 9:00-20:00, by providing a complete registration form and paying the full seminar fee. Tuition fees are not subject to VAT.

PARTICIPATION THROUGH YOUR EMPLOYER

There are two registration options:

Online: You can enroll yourself or the employees of your company by clicking the "Buy Online" tab at the top of the course description page. You will be asked to login to proceed. You will need a valid credit card (MasterCard or Visa) to be able to pay the tuitions fees. You will need to print your/the employee's details as well as the invoice details, exactly as they should appear on your invoice. An automatic confirmation will be sent if the transaction is successful. Please note that the online registration cannot estimate any discounts, so if you wish to have 3 or more employees in the seminar, and thus be entitled to the 10% discount, you are strongly encouraged to use the offline registration option.

Offline: To enroll yourself or your company's employees you need to fax us a complete registration form. Please type the invoice details in Greek, exactly as they should appear on your company's invoice. The full seminar fee must be deposited in one of the HAU bank accounts that are listed on the registration form. A copy of the bank slip should accompany your registration form if you choose this payment method. Tuition fees are not subject to VAT. The Hellenic American Union will not accept any registration form that is not signed by the employer or the person responsible for training. Employers who enroll 3 or more employees in the seminar gain a 10% total discount. If you wish to take advantage of the LAEK subsidy please check the relevant box and we will email you all the necessary information.

The Hellenic American Union reserves the right to change or cancel any of its published programs due to unforeseen circumstances. A full refund is given to people who have registered.

I wish to enroll for the following seminar:

Financial Statement Analysis for Non-finance Professionals

PARTICIPANT'S DETAILS

Last Name
 First Name
 Position / Status
 Company
 Home Address
 Postal Code
 Mobile Phone
 E-mail Address

INVOICE DETAILS

Company Name
 Type of Business
 Company Address
 Postal Code / City
 Phone / Fax
 Tax NumberTax Office.....

PAYMENT METHOD

Deposit into one of the HAU Bank Accounts:

- ☐ Emporiki 20.501.740
 (IBAN GR65 0120 0050 0000 0002 0501 740)
☐ Eurobank 0026-0012370100176525
 (IBAN GR26 0260 0120 00037010 0176 525)

CANCELLATION POLICY

Full payment is due upon registration. Cancellations must be made in writing at least 15 working days before the start of the seminar to be eligible for full refund. Thereafter, no refunds will be given.

I / we understand and accept the registration and cancellation policies.

Name / Signature.....Date.....



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