

# **BUDGETING ESSENTIALS AND THE PLANNING PROCESS**

## **Topics Covered**

- Introduction
- Overview of the Planning Process
- The Budget
- Forecasting
- Trends and Ratios

## **Who Will Benefit**

Managers, department heads, line managers, supervisors, business owners, executives, and professionals with non-financial backgrounds.

## **Objectives**

- Learn how to prepare forecasts or annual operating plan.
- Learn the basics of budgeting, forecasting and planning.