



أكاديمية الزمالة
العربية البريطانية



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Arab British Academy Fellowship
A.B.A.F





Effective financial and accounting system

Objectives

- The objective of the program is to provide participants with the most up-to-date knowledge on the latest developments in accounting, control and performance evaluation systems, to develop their skills to carry out the associated business with high efficiency and to make a positive change in their direction according to the requirements and conditions of the work environment.
- Explanation of the training outputs of the program (objectives desired)

Who Should Attend?

- All employees working in finance departments
- Senior accountants and financial supervisors
- Financial Managers
- Financial observers

Seminar Outline

DAY 1

- Characteristics and objectives of government accounting.
- Explanatory theories of accounting in government units.
- Basis of accounting measurement used in government accounting.
- Government accounting rules.
- The technical components of the government accounting system (documents - books and records - reports).
- Practical applications on how to manage and implement the activities of the government accounting system.

DAY 2

- Basic accounting concepts and principles
- Principles and elements of accounting function
- Financial accounting terminology (assets, expenses, profit, cash audits, etc.)
- Financial statements: definition, uses
- The difference between accounting according to monetary basis and accounting according to the accrual basis



DAY 3

- Principles of accrual accounting
- Settlement of accounts
- Adjustment of expenses
- Revenue Adjustment
- Identification of receivables and introductions
- Preparing the balance of the audit after the settlement
- Various practical situations

DAY 4

- Preparation of settlement restrictions
- Set up lockout restrictions for accounts
- The balance of the audit after the closure restrictions
- Preparation of financial statements and final accounts of the revised audit balance
- Use the accounting worksheet to set up settlement and closing restrictions

DAY 5

- Preparation of adjustments and accounting restrictions for salaries and wages
- Preparation of the accounting adjustments and restrictions of the Covenant and safety
- Preparation of adjustments and accounting restrictions on advances and expenses
- Preparation of adjustments and accounting entries for revenues
- Preparation of accounting adjustments and restrictions
- Various applications and practical situations



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