



RURAL BANKERS RESEARCH AND DEVELOPMENT FOUNDATION, INC.

SCHEDULE

Date: Mar. 27-28, 2017 (Mon-Tue)
Venue: Gov. Licaros Hall, RBAP, Intramuros,
Time: 8:30am to 5:00pm

RESOURCE PERSONS

Dr. Daniel Vincent Borja
Professor, UP- CBA

Mr. Diogenes Dy, CPA
Lecturer - UP-CBA

SEMINAR FEE

1. For Member only
 - a. Early bird - P4,500
(on or before Mar 10 2017)
 - b. Regular Rate - P4,800
(After Mar 10 2017)

2. Non-Member/Delinquent - P5,760

MODE OF PAYMENT

Check payable to:

Rural Bankers Research & Development Foundation Inc.

Non-Refundable commitment fee of P2,250.00 per participant.

Bank: LBP - Intramuros, Branch
 Account Name: RBRDFI
 SA No. 0012-1046-26.
 Telefax (02) 527-2969 /527-2980

DEADLINE TO SUBMIT REGISTRATION:
March 22, 2017.

ACCOUNTING FOR NON-ACCOUNTANTS TRAINING

Objectives:

1. Explain the accounting process, structure accounting entries, and recognize basic lapses in transaction recording and financial reporting;
2. Appreciate the contents, purpose, usage, and limitations of financial statements.
3. Install basic internal controls to safeguard assets and maintain the integrity of the accounting and financial reporting process.
4. Develop company accounting policies and procedures.

Expected Participants

For individuals without an accounting background but who need to understand and appreciate how business transactions are recorded, summarized, and interpreted for commercial decision-making purposes.

Seminar Methodologies

Lecture and Workshops

Course Outline

- I. Framework for Accounting
 - a. Objectives of Financial Statements
 - b. Users of Accounting Information
 - c. Characteristics of Accounting Information
 - d. Traditional Assumptions
- II. Basic Financial Statements
 - a. Understanding the balance sheet
 - b. Understanding the Income Statement
 - c. Understanding the Statement of Cash Flow
 - d. Elements of Financial Statements
- III. Financial Statement Analysis
 - a. Common Size Financial Statements
 - b. ROE - Dupont Framework
 - c. Benchmarking
 - d. Trend Analysis
- IV. Ratio Analysis
 - a. CAMELS Rating