Dedicated to Improving Your Bottom Line

LEE JAMES & ASSOCIATES

Presents

UNDERSTANDING FINANCIAL PERFORMANCE

“Economics of Practice & Financial Reporting”

Approach:

- ▼ Recommended 1-day program
- ▼ Will customize and personalize sessions to fit specifically with your procedures

Who should attend:

- ▼ Engineers and Architects
- ▼ Experienced Project Managers
- ▼ New Project Managers
- ▼ Future Project Managers
- ▼ Anyone who wants to improve their business and financial PM skills

BENEFITS

This program is developed to take some of the mystery and frustration out of understanding financial performance. It explains the purpose, need and differences in internal and external financial reporting. The ***what, when, where, who, why*** and ***how*** are addressed. You will obtain additional comfort in reading and understanding financial statements, reporting and analysis. This program will arm you with the knowledge to use and understand financial performance and make good business decisions based on the information. You will be better informed and more prepared to understand and discuss financial results within your business as well as with customers, suppliers and others.

Numerous real-life experiences and case studies are used to teach and bring to light the principles taught. Sessions are highly interactive with active learning occurring throughout.

Sessions cover such topics as:

- Become comfortable discussing financial reporting
- Take the mystery out of financial reporting
- Understand internal and external reporting
- Learn how to use ratios to measure performance
- Understand project financial reporting
- Develop variance analysis that compares actual and budgeted results
- Develop ways to report future results as well as past results
- Improve profit through better financial analysis and understanding
- How to use financial statements to analyze business strengths and weaknesses
- Learn by doing – i.e. Case Studies and Exercises

OUTLINE

Sessions are developed to meet the needs of the employees, customers and profitability.

General – Accounting objectives, role of CPA, internal vs. external reporting, flexibility and interpretation, the accounting cycle

Internal Reporting – Planning, ratios, effective ways to monitor performance

External Reporting – Reasons, needs, statements used, footnotes, ratios, how to read

Case Studies/Exercises – Internal analysis and findings, analyzing a public company, ratio analysis, Dun & Bradstreet reporting, need for profitability

PARTICIPANTS COMMENTS

The course material and leader consistently receive excellent ratings. Representative comments received from participants are:

"Very well organized, very effective presentation."

"Case histories and exercises were very beneficial."

"Will allow me to manage more effectively.""

"Helped me understand what financial people are providing."

"Getting practical guidelines for evaluations of performance."

"Opened my eyes to the various ratios and how to use them as a tool."

"Exposure to various ratios for internal financial efficiency review."

"Brought out very critical items to keep a firm profitable."

"Great perspective on business issues, financial management."

"Understanding interrelationships of business finances."

"Greatly improved understanding of financial statements, not only year end, but on weekly/monthly tracking basis."

INSTRUCTOR

Lee James is a CPA and CMC who has worked with engineers and architects for the last 15+ years. Training and teaching have been a part of Lee's career for the past 25+ years. Lee develops and teaches training courses throughout the U.S. He is an enthusiastic and energetic trainer who keeps your attention. Numerous case studies and exercises are used to embed the principles taught.

Lee is active in several engineering professional societies and is continually promoting good business practices through authoring articles and completing training sessions. He was Vice President of Finance for an international engineering consulting firm and worked daily with projects, project managers and clients in developing pricing strategies, managing billing and collections, addressing change issues and negotiating win-win solutions. Previously, Lee worked with Ernst & Young as a project manager and trainer and as the Chief Financial Officer for a computer software engineering firm.

Lee now does similar work with his firm. He constantly experiences the challenges of fulfilling project technical aspects, as well as financial and business needs. Consulting, training and ownership transfer projects are continually in process. Lee has successfully put into practice all the principles he teaches in this program.

On-site training and flexibility

The program is designed to be flexible with regard to format, timeframe and location. The program is divided into modules and deal with specific problems and their solutions. The curriculum is developed so that organizations wanting sessions dealing with specific problems are accommodated. We can customize the program to include your company's specific documentation, systems design as well as policies and procedures.

Due to the interactive nature of these sessions, class sizes of less than 30 people are recommended.

A Participant Manual, handouts and reference materials are provided for use throughout the sessions and after completion.

For more information or to schedule, please visit our website or call:

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www.leejames.com
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