



## Mini MBA: Strategic Planning & Effective Budgeting

Strategic Planning, Management Control & Effective Budgeting

### ► Training Details

#### Online Training Course Overview

Developing Strategies, Risk Analysis, Negotiating, Budgeting and Cost Control are all essential skills for managers who are dedicated to delivery top performance and making a big contribution to their organisation. The business environment continues to be very uncertain and turbulent, placing great demands on top management and middle management to think long term but act short term. Managers who are agile and able to adapt to frequent change are at a premium. Hence, the skills learned during this 10-day Anderson online training course offer a structured and coherent framework to meet the day-to-day challenges and longer-term responsibilities faced by all professionals.

#### The Structure

This comprehensive online training course consists of two modules which can be booked as a 10 Day Training event, or as individual, 5 Day training courses.

Module 1 - [Strategy, Risks, Negotiation & Leadership](#)

Module 2 - [Effective Budgeting & Operational Cost Control](#)

#### Online Training Course Objectives

This 10-day Anderson online training course offers delegates opportunities to gain skills in strategy development and implementation, together with risk assessment. To understand finance, in particular budgeting and cost control and how performance measurement enables organisations to track the viability of their strategies. Packed with many practical exercises and a safe environment in which to practice new skills, delegates will:

- ▶ Gain an understanding of strategy and strategic thinking
- ▶ Learn about risk management and mitigation
- ▶ Practice negotiating and learn top tips for effective negotiations
- ▶ Develop skills in budgeting and cost control
- ▶ Understand how financial measurement supports strategic success

#### Designed For

This 10-day Anderson online training course is suitable for a wide range of professionals who wish to develop their strategic leadership capabilities and gain a greater grasp of budgeting and cost control. For example:

- ▶ Current and potential Managers, and business Leaders at all levels
- ▶ Those responsible for developing and leading strategic changes
- ▶ Procurement and Client Service Managers responsible for negotiation strategies
- ▶ Functional Team Leaders in the governmental or private sector
- ▶ Staff Members responsible for budgeting and financial controls
- ▶ Non-finance Managers with financial responsibilities

## ► Training Details

### **Module 1: Strategy, Risks, Negotiation & Leadership**

#### **Day One: Strategy**

- Introduction to strategy - background, historical developments, major theories
- Strategic Management – a practical approach for every leader
- A consistent methodology for strategy development
- The relationships between vision, mission and strategy
- The steps involved in developing a strategy

#### **Day Two: Risks**

- The meaning and nature of risk
- Identifying the risks in a given strategy
- Prioritizing risks
- Contingency planning
- Risk mitigation strategies

#### **Day Three: Negotiation**

- The everyday role and attitude of 'Win-Win' negotiating
- Power - gaining a superior position
- Strategy and Tactics in negotiating
- Understanding your opponents negotiating style and tactics
- Negotiating Countermeasures

#### **Day Four: Leadership**

- The strategic role and nature of effective leadership
- Charisma and how to earn it and use it effectively
- The role of the modern leader and how leadership has changed
- Innovative Leadership skills
- Maximizing the performance of each team member
- Motivating the 'Average' employee

#### **Day Five: Strategic Leadership Workshop**

- Intrapersonal style and skills
- Interpersonal and leadership communication skills
- Leadership and The Challenge of Change
- Strategic leadership for team development
- Developing a personal action plan for further self-development

### **Module 2: Effective Budgeting & Operational Cost Control**

#### **Day Six: Introduction: Building a Common Financial Language**

- The key role of budgeting and cost control in contemporary organizations
- The 21st century business imperative: delivering value added (but to whom?)
- Financial vs. Managerial accounting (for decision making)
- Understand your processes: integrating financial and non-financial aspects
- The budgeting process
- Examples & Discussion

#### **Day Seven: The Budgeting Process**

- The key features of budgeting
- Advantages and concerns with budgeting
- Accountability and centers of responsibility
- Zero-based budgeting
- Budgeting and cost control

- ▶ Examples & Discussion

## Day Eight: Cost Analysis

- ▶ Different costs for different purposes
- ▶ Fixed vs. Variable costs
- ▶ The Cost-Volume-Profit analysis model
- ▶ Contribution Margin analysis
- ▶ Examples & Discussion

## Day Nine: Traditional vs. Advanced Techniques in Cost-Control

- ▶ Under-costing and over-costing: the consequences for profitability
- ▶ Indirect (OH) vs. Direct costs
- ▶ Traditional Cost Allocations systems vs. Activity-Based Costing (ABC)
- ▶ Linking resources, activities and management
- ▶ Variance analysis
- ▶ Video, Case Study and Examples

## Day Ten: Beyond the Budgets: Balanced scorecards and Six-sigma

- ▶ Broadening performance measurement systems
- ▶ Beyond budgeting: Integrating financial and non-financial issues
- ▶ Introducing the Balanced Scorecard
- ▶ Introducing the Strategy maps
- ▶ Introducing Six-sigma
- ▶ Video, Case Study and examples

## ▶ The Certificate

An Anderson e-Certificate will be provided to delegates who attend and complete the online training course

### ▶ INFO & IN-HOUSE SOLUTION

For more information about this course, call or email us at:

Call us: +971 4 365 8363

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Request for a Tailor-made training and educational experience for your organization now:

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