

# Finance for Non-Financial Managers

Learn the language of finance and lead with confidence.

Finance is a language any manager can learn to speak fluently. This course gives non-financial managers the tools to read numbers with clarity. You'll learn to interpret financial statements, plan and track budgets, manage cash flow, and apply techniques like costing and ratio analysis. Every concept is taught in plain language and applied to real managerial contexts, turning finance from theory into a practical skill for sound decision-making

## What will you learn?



### Financial awareness

Knowledge of financial principles and budgeting to support informed business decisions.



### Budgeting

Planning and monitoring financial resources to ensure alignment with organisational goals.



### Cash flow management

Tracking and controlling cash inflows and outflows to maintain financial stability.



### Critical thinking

Analysing situations, identifying patterns, and making reasoned decisions to solve problems effectively.



### Strategic implementation

The process of executing strategic plans effectively, translating goals into actionable steps, and ensuring alignment with organisational objectives.



### Financial forecasting

Predicting future financial performance by analysing historical data, market trends, and business strategies.

# Course outline

 7 collaborative learning sessions



WEEK 1

## Orientation

Meet your Industry Expert, Learner Success Coach and other learners



WEEK 2

## Module 1

### Introduction to finance

Learn core finance concepts and discover how financial management and key functions drive organisational success.



WEEK 3

## Module 2

### Understanding financial statements

Interpret income, balance, and cash flow statements, analyse profitability, and communicate performance insights to stakeholders.



WEEK 4

## Module 3

### Budgeting basics

Explore budget types, learn to create and track budgets, and apply them to goal setting and resource allocation.



WEEK 5

## Module 4

### Costing essentials

Understand cost classifications, apply breakeven analysis, and use costing techniques to evaluate workplace scenarios.



WEEK 6

## Module 5

### Financial ratios and performance analysis

Learn key financial ratios and apply them to assess performance, support decisions, and present insights effectively.



WEEK 7

## Module 6

### Time value of money

Apply time value of money concepts and NPV to evaluate projects, budgets, and resource allocation decisions.



WEEK 8

## Assessment

Budgeting or Costing Decision Report

## Who is this course for?

For managers, team leads, aspiring leaders and professionals who want to strengthen their business fluency. Whether you guide budgets, evaluate performance, or make everyday financial decisions, this course helps you use financial insight to communicate clearly, plan effectively, and build trust across teams.

## The learning experience

MasterStart courses are developed to provide a learning experience that builds competence and professional confidence. This unique online learning approach means you will:



Enjoy full learning support for your course, in the form of a dedicated team of an Industry Expert, Learner Success Coach and Learning Support Coordinator.



Learn from a mix of self-paced study modules, quizzes and interactive activities.



Access resources, audio notes, and a community chat for additional support and discussion.



Engage in collaborative learning sessions to apply what you've learned in practical ways.

All MasterStart courses are aligned to Category-B of the BBBEE Skills Development matrix.

Contact Us



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