



INSIGNIA SEMINARS & CONFERENCE ORGANIZERS LLC

NON - TECHNICAL TRAINING PLAN

Note: All our courses can be conducted On Site/In-House/or in Dubai, Abu Dhabi, Amman, Istanbul, Kuala Lumpur or as per client's request.

No.	Course Title	Duration	
Finance & Accounting Training Programs			
FA001	Accounting and Finance Policies and Procedures	5 Days	
FA002	Accounts Payable: From Accounting to Management	5 Days	
FA003	Accounting in the Oil & Gas Industry	5 Days	
FA004	Advanced Finance for Non-Financial Professionals	5 Days	
FA005	Advanced Cost Management for the Competitive Business Environment	5 Days	
FA006	Advanced Budgeting & Forecasting Techniques	5 Days	
FA007	Anti-Money Laundering: Law, Regulations & Best Practice	5 Days	
FA008	Budget Preparation, Planning & Cost Control	5 Days	
FA009	Cash Flow & Working Capital Management	5 Days	
FA010	Corporate Finance Workshop	5 Days	
FA011	Effective Accounting & Finance Management	5 Days	
FA012	Effectively Measuring & Analyzing Your Compensation & Benefits Program	5 Days	
FA013	Financial Analysis & Modeling using EXCEL	5 Days	
FA014	Financial Planning, Budgeting & Cost Control: Creating Financial Controls to improve Performance	3 Days	
FA015	Payroll: Preparation, Analysis and Management	5 Days	



FA016	Reporting & Presentation Skills for Finance & Accounting Professionals	3 Days	
FA017	Strategic Business Analysis & Financial Planning	5 Days	