

WORKING CAPITAL MANAGEMENT FOR SMALL AND MEDIUM-SIZED ENTERPRISES (SMEs)

Friday 8th June 2007

Objectives

Adequate working capital and working capital management are critical in the survival and success of Small and Medium-Sized Enterprises (SMEs). Most owners/ managers have experienced at some point in the life of their enterprises the impact of lost sales and business opportunities due to the inability to purchase stock; or having to juggle payments between supplies or long delays in collecting receivables and finding the right balance between sales and credit to customers.

The objective of this seminar is to give owner/ managers a more systematic approach for balancing short term or current assets and current liabilities so that they have adequate working capital to support their business needs over a sufficiently long enough period given their business cycles.

Method

The course will be run over 1 day. The time spent in lectures will be as short as possible, with delegates spending as much time as possible applying the ideas being taught to realistic exercises and mini-case studies.

Target

This seminar is designed for:

1. Owner Managers of Private Enterprises
2. Financial Managers/ Accountants of SMEs
3. SME Advisors/ Technical Assistance Providers

COURSE CONTENT

Definitions of working capital

- Accounting definition
- The 'business' definition
- The components of working capital

Impact of working capital on cash flow

- What is cash flow
- Deriving cash flow data
- Understanding why cash flow is important
- Using cash flow data to forecast cash needs / requirements
- The impact of working capital on cash flow
- Examples

What determines the working capital investment

- Terms of trade
- Product mix
- Industry norms and competition
- Examples

Managing working capital

- Understanding the components
- The practical constraints versus the financial constraints
- The impact on production schedules
- The impact on customers



ABOUT THE FACILITATOR

IAN JAKEWAYS

Ian Jakeways has twenty years experience in designing and running training programmes for managers. In addition to the UK, his experience covers Western Europe, the United States, Asia, Africa, the Middle East and Central Europe. The institutions with whom he has worked, include major domestic and international commercial and investment banks and other financial institutions.

After a first degree in Physics and an initial period in production management, becoming Works Manager of a manufacturing company, he went to Manchester Business School to study for an MBA. On completion of his MBA, he remained within the School, joining the International Banking Centre which ran the School's programmes for banks. For a number of years he was Course Director.

Ian was a founder director of a commercial training consultancy specialising in education and training for the financial services business and has since established Ian Jakeways Associates. His teaching emphasizes rigour in understanding and practical application to cases which reflect the activities of course delegates.

His areas of special interest are

- Corporate finance
- Treasury management
- Investment banking
- Financial modelling

For many years, until end-2002, Ian was a Chief Examiner for the Association of Corporate Treasurers' Membership examinations (Advanced Funding and Risk Management). He is a Fellow of the Association.



REGISTRATION FORM

WORKING CAPITAL MANAGEMENT FOR SMEs

Friday 8th June 2007

NAME:

JOB TITLE:

COMPANY NAME:

COMPANY ADDRESS:

PHONE:

FAX NO:

E-MAIL ADDRESS:

SIGNATURE:

COURSE PRICE: US\$720 + 15% VAT

This covers the cost of tuition, course materials, lunch and refreshments.

In order to ensure that you have a booked place, you must complete and sign the registration forms signifying your confirmed attendance at the above seminar and payment in full upon registration.

CANCELLATION POLICY

A cancellation fee of 50% of the total cost per registered participant will apply after **Friday 1st, June 2007**.

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