



Finance, Accounting and Banking

# **Certified Corporate Financial Planning & Analysis Professional (FP&A) Preparation Course**

## Course Introduction

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Financial planning and analysis are vital to the decision-making activities in every organization. Leaders and the management as a whole need to have confidence in what the financial professionals are presenting in the company's budgets and forecasts.

AFP's Certified Corporate Financial Planning & Analysis Professional is a qualification that finance professionals must have in order to have the expertise needed in providing their organizations reliable budgetary plans and forecasts. This certification is a two parts exam that are available online.

For professionals in the financial planning and analysis (FP&A) field, this training program will enable them to obtain an in-depth understanding of the complex processes, tools and uniform standards, and gain the confidence they need to pass AFP's Certified Corporate FP&A Professional Exam.

## Target Audience

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- Financial Analysts and Financial Planning Professionals
- Corporate Finance Managers and Directors
- Accounting Professionals Seeking Advanced Financial Analysis Skills
- Business Analysts Involved in Budgeting and Forecasting
- Professionals Pursuing Career Advancement in FP&A Roles

## Learning Objectives

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- Gain a comprehensive understanding of the fundamental financial and micro economic concepts and identify types of budgets
- Manage FP&A projects, process, aligned people and right-size the technology to deliver the FP&A services

- Determine proper sources for gathering information about the company and its industry and apply the basic concepts of macroeconomics and strategic planning
- Create financial projections, evaluate capital expenditures and investments and create what-if analysis
- Build and refine models, effective analysis of data and use them in the planning process
- Perform financial analysis and variance analysis and draw conclusions
- Use advanced spreadsheet functions, e.g. value lookup, pivot tables, macros, etc.
- Know how to leverage Business Intelligence (BI), Corporate Performance Management (CPM), Excel, and ERP systems to deliver a best-in-class FP&S function at your organization
- Recognize opportunities to increase the strategic value offered by the FP&A function in the organization

## Course Outline

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### • Day 01

#### Knowledge Domain A: Concepts of Business and Finance

- Types of short and long-range plans/ budgets/forecasts (zero-based budgets, annual budgets, rolling forecasts, etc.) and their application
- Interpreting corporate annual reports, including understanding the interactions/interrelationships between common financial statements
- General finance principles and financial concepts, including common financial formulas (time value; opportunity costs; debt structures and covenants; earnings per share; cost of capital; etc.)
- Managerial accounting/reporting and cost accounting concepts (costs throughout the production process; fixed and variable costs; cost allocation; contribution margins; etc.)
- Financial accounting concepts, principles, and practices
- General business terminology, practices, and processes (compensation structures, performance management, stock options, etc.)
- Risk factors and risk management concepts (value at risk, hedging, insurance, interest rate risk, diversification, etc.)
- Concepts of cash management (working capital, financing options, etc.)

- Common financial investments/ decision types (go/no go; buy/lease; mergers, acquisitions, and divestitures; etc.)
- Frameworks to ensure quality business and strategic decisions (SWOT [strengths, weaknesses, opportunities, threats] analysis; Porter's five forces; growth-share matrix; root cause analysis; five whys; etc.)
- Basic microeconomics concepts (marginal costs; pricing; price elasticity of supply and demand; etc.)
- Basic macroeconomic concepts used in financial planning (consumer price index, gross domestic product, exchange rates, interest rates, inflation rates, economic indicators, etc.)

## • Day 02

### Knowledge Domain B: Systems and Technology

- Using basic and advanced spreadsheet functions (financial functions; pivot tables; value lookups; macros; integration with other common software; etc.)
- The attributes/limitations of systems (business intelligence, enterprise resource planning, general ledger, etc.) for storing and providing access to financial data, including routine data and large data sets
- The ETL [extraction, transformation, and loading] process in data warehousing
- Basic data mining concepts and common algorithms (such as for data clustering)
- Information control concerns (internal governance, regulatory issues, accountability, information security standards, etc.)
- FP&A system testing process and tools (testing scripts, test plans, etc.)

## • Day 03

### Knowledge Domain C: Business Partnering

- Creating and maintaining tools for information gathering (templates, surveys, etc.), including identifying and mitigating potential sources of bias
- Determining information needs of, and gather information from, internal/external stakeholders and business partners (operations, sales, and marketing departments; senior management; etc.)
- Identifying, monitoring and reporting business metrics (including financial and nonfinancial key performance indicators)
- Corporate structure/hierarchy and functions, including the roles and interrelationships between components of the financial structure (FP&A, accounting, investor relations, etc.)
- Relevant stakeholders for partnering
- Project management (establishing scope, mapping project/workflow elements, generating integrated timelines, managing interdependencies, monitoring progress, etc.)
- Corporate guidance (organizational goals, strategies, etc.) and its impact on planning/ projections
- Knowing when a situation requires intervention (stakeholder involvement, escalation, etc.)

## • Day 04

### Knowledge Domain A: Analysis and Projections

- Create financial statement projections (income statement, cash flow statement, balance sheet, etc.)
- Create a capital expenditure/investment analysis (discounted cash flow analysis, return on investment projections, net present value projections, etc.)
- Create sales volume/revenue projections
- Create expense and head count (staffing) projections
- Create specific customer/deal/product projections
- Perform a financial ratio analysis (debt/ equity, accounts receivable days, liquidity ratios, etc.)
- Perform competitive analysis (internal or external benchmarking; peer group analysis; ratios; etc.)
- Perform variance analysis and reporting (actual versus prior periods; actual versus plan; actual versus forecast; etc.)
- Conduct sensitivity analysis
- Conduct a financial risk analysis
- Create “what-if” scenarios

## • Day 05

### Knowledge Domain B: Models and Analytics

- Conceptualize and scope an analysis (identifying tools and processes needed, conceiving efficient/ effective model design, etc.)
- Develop assumptions, draw conclusions, and assess the reasonableness of assumptions/conclusions
- Determine and gather the information needed to complete a task (including knowledge of sources of pertinent and accurate information, both internal and external to the organization)
- The interrelationships between business drivers and account for their effects on financial statements
- Develop and evaluate alternatives for business decisions
- Common statistical concepts and perform common statistical calculations (standard deviation, expected value, correlation, regression, mean, mode, etc.)

# Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
June 23, 2025	June 27, 2025	5 days	5950.00 \$	switzerland - Geneva
July 28, 2025	Aug. 1, 2025	5 days	4250.00 \$	UAE - Dubai
Sept. 8, 2025	Sept. 12, 2025	5 days	4250.00 \$	UAE - Abu Dhabi
Oct. 20, 2025	Oct. 24, 2025	5 days	4250.00 \$	UAE - Dubai