



ON REQUEST BOOKING

(+64 9) 820 9960
Sales@forecast5.com

Duration:

9:00am – 4:00pm

Price:

\$450 + GST per attendee. Book 2 or more people from the same company and receive a discount.

Forecast 5 Training Course goes towards Accountant CPD hours.

Forecast 5 Essentials Training Course

Objectives:

The Essentials training course is perfect course for the new users of Forecast 5 to build their skill and learn the quickest and best practice in the preparation of your budgets. Understand how you can use Forecast 5 to suit you, your business, your clients and how to use this powerful tool better. Your confidence in using Forecast 5 will skyrocket after this training course!

What the course will cover:

Session One:

Creating a Forecast Settings
Record Parameters
Annual Profile
Currency
GST PAYE

Session Two:

Sections
Records
Record Properties

Session Three:

Deferred Opening Balances
Preparation for Opening Balances
Entry of the Opening Balance Sheet

Session Four:

Entry – P & L Records

Session Five:

Data Entry – Balance Sheet Records

Session Six:

Main Bank Account
Additional Bank Accounts
Tax
Dividends

Session Seven:

What If
Changing the Extent of a Forecast
Handling Actual Figures



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Forecast 5 Essentials Training Course Booking Form

Company name:

Phone:

Address:

Suggested Dates:

Preferred location:

Online / On-site (circle one)

_____ (address if on-site)

Authorised by (Name)

Position:

Signature:

An invoice will be sent to the Authorised person. Payment is required before you attend any courses.

I hereby accept and agree to the terms and conditions, located at www.forecast5.com/t&c
