Financial Analyst

Course Introduction

Microsoft Excel - Quick Introduction

- Microsoft Excel: The World's #1 Office Software
- Excel Made Easy: A Beginner's Guide to Excel Spreadsheets
- Data Entry Techniques in Excel
- How to Make Your Spreadsheets Look Professional
- Data Entry Techniques in Excel
- Inserting, Deleting, and Modifying Rows & Columns
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- Excel Formulas for Beginners
- Excel Formulas for Beginners
- A Beginner's Introduction to Excel Functions
- Format Cells
- Work Efficiently by Using Cut, Copy, and Paste
- Work Efficiently by Using Cut, Copy, and Paste
- Pasting Values, Formulas and Formats with Paste Special

Microsoft Excel - Useful Tools

- Inserting a Line Break with Alt + Enter
- Do More with Your Sales Data with Excel's Text to Columns Feature
- Do More with Your Sales Data with Excel's Text to Columns Feature
- Create Easily Printable Excel Documents
- How to Wrap Text in Excel and Adjust a Cell's Size
- Insert Hyperlinks into Excel Spreadsheets
- Using Excel's Freeze Panes to Handle Large Datasets
- Find Excel Functionalities in a Quicker Way
- A Quick Introduction to Excel's Pivot Tables

Microsoft Excel - Best Practices That Will Make a Difference

- Initial Formatting Is Key for Creating Professional-looking Spreadsheets
- Macros Are a Great Timesaver! Here's Why.
- How to Use the Same Macro On Multiple Workbooks
- Macros Are a Great Timesaver! Here's Why.
- The Secret to Faster Scrolling in Excel
- Be even quicker: F5 + Enter
- The Secret to Faster Scrolling in Excel
- Using Absolute and Relative Cell References
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- Find and Select Cells That Meet Specific Conditions

- Find and Select Cells That Meet Specific Conditions
- How to Create Dynamic Names in Excel Spreadsheets
- How to Create Dynamic Names in Excel Spreadsheets
- Using Named Ranges to Make Formulas More Readable
- Introduction to Custom Formatting in Excel
- Custom Number Formatting
- How to Add a Drop-down List in Excel
- Using Custom-sort to Sort Multiple Columns Within a Table
- Saving Time in Excel and Doing Everything Faster by Using Excel Shortcuts
- Multiply by 1
- Find and Replace - References
- Find and Replace - Formatting
- Green References
- Beauty Saving - The Professional Way of Saving Files
- The Power of F2
- Conditional Formatting

Microsoft Excel - Beginner, Intermediate & Advanced Functions

- Key Excel Functions: IF
- Enlarge the Formula Bar
- Key Excel Functions: SUM, SUMIF, SUMIFS
- A Helpful Consideration
- Key Excel Functions: COUNT, COUNTA, COUNTIF, COUNTIFS
- Key Excel Functions: AVERAGE & AVERAGEIF
- Key Excel Functions: Average & Averageif
- Key Excel Functions: LEFT, RIGHT, MID, UPPER, LOWER, PROPER, CONCATENATE, &
- Key Excel Functions: LEFT, RIGHT, MID, UPPER, LOWER, PROPER, CONCATENATE, &
- Working with Text in Excel
- Find the Highest and Lowest Values in a Range: Max & Min
- = and + are Interchangeable When You Start Typing a Formula
- Use ROUND in Your Financial Models
- Excel's Lookup Functions: VLOOKUP & HLOOKUP Made Easy
- INDEX, MATCH, and Their Combination - The Perfect Substitute of VLOOKUP
- INDEX, MATCH, and Their Combination - The Perfect Substitute of VLOOKUP
- XLOOKUP: a Solid Substitute of VLOOKUP (Office 365 only)
- Using Excel's IFERROR Function to Trap Spreadsheet Errors
- A Useful Tool for Financial Analysis - The RANK Function
- Create Flexible Financial Models with CHOOSE
- Goal Seek Will Help You Find the Result You Are Looking For
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- Perform Sensitivity Analysis with Excel's Data Tables Functionality
- Perform Sensitivity Analysis with Excel's Data Tables Functionality

Microsoft Excel - Financial Functions in Excel

- Discounting Cash Flows in Microsoft Excel
- Calculating Internal Rate of Return (IRR) in Excel
- Using the PMT Function to Create a Complete Loan Schedule
- Date Functions in Excel

Microsoft Excel - Practical Exercise "Build a P&L from Scratch"

- Introduction to the Case Study
- What You Will See Next
- Understand Your Data Source Before You Start Working on It
- Ordering the Source Worksheet
- Creating a Code: The Best Way to Organize Your Data and Work Efficiently with It
- Learn How to Create a Database
- Using Lookup Functions (VLOOKUP) to Fill the Database Sheet
- Using SUMIF to Complete the Database Sheet
- Using INDEX & MATCH as a Substitute for VLOOKUP
- XLOOKUP as a Substitute for VLOOKUP and INDEX&MATCH
- The Mapping Exercise
- Mapping the Rows in the Database Sheet
- Building the Structure of the P&L Sheet
- A Practical Example of Professional Formatting in Excel
- Populating the P&L Sheet with SUMIF
- Learn How to Find Mistakes with COUNTIF
- Calculating Growth Rates in Excel

Practical Exercise - SUMIFS

- Practical Exercise - SUMIFS

Microsoft Excel - Building Professional Charts in Excel

- Introduction to Excel Charts
- Beginner's Guide to Inserting Charts in Excel
- Modifying Excel Charts - The Easy Way
- Making Your Excel Charts Sexier - Proven Tips
- Creating a Bridge Chart in Excel 2016 - As Easy as It Gets
- New Ways to Visualize Your Data - Treemap Charts
- How to Represent Trends with Sparklines

Microsoft Excel - Creating Complete Professional Charts from Scratch

- Introduction
- Stacked Column Chart with a Secondary Axis
- Doughnut Chart

- Area Chart
- Bridge Chart

Microsoft Excel - Working with Pivot Tables in Excel

- Pivot Tables - Excel's Dynamic and Interactive Tables
- Creating a Pivot Table: Choosing Row and Column Parameters
- Design the Layout and Format of Your Pivot Tables
- Additional Techniques That Will Ease Your Work with Pivot Tables
- One of the Most Useful Excel Functions - GETPIVOTDATA
- Welcome to the Future - Pivot Table Slicers

Microsoft Excel - Pivot Tables & Slicers - World-Class Financial Reporting

- Introduction to the Case Study
- Working with an SAP Data Extraction
- Preliminary Mapping of the Data Extraction
- Creating an Output Structure of the FMCG Model
- Improving the Layout and Appearance of the FMCG Report
- Inserting Formulas and Automating Calculations
- Creating a Master Pivot Table: The Main Data Source for the FMCG Report
- GETPIVOTDATA is Great! Extracting Data from the Master Pivot Table
- GETPIVOTDATA Fix
- Combining Slicers and GETPIVOTDATA: The Key to Our Success
- Getting Fancy with Excel Slicers
- This is How the Report Can be Used in Practice by High-level Executives

Modeling in Excel - Building a Complete 3-statement Model

- Introduction to the Exercise
- Let's Create a Mapping of Financials
- Building an Output P&L Sheet
- Filling in the Output P&L Sheet with Historical Financials
- Calculating Percentage Variances and Applying Conditional Formatting
- Building an Output Balance Sheet
- Using INDEX, MATCH, MATCH to Fill in the Output Balance Sheet
- Adding the Forecast Period

Modeling in Excel - Let's Build a Flexible Model with Multiple Scenarios

- Calculating Historical Percentage Ratios and Use OFFSET and MATCH for Scenarios
- Building a Flexible Model with CHOOSE & MATCH
- Building a Flexible Model with VLOOKUP & COLUMNS
- Calculating Historical DSO, DPO, DIO, Other Assets %, and Other Liabilities %
- Forecasting DSO, DPO, DIO, Other Assets and Other Liabilities

Modeling in Excel - We Are Almost There! Completing the 3-Statement Model

- Building a Fixed Asset Roll Forward
- Building a Financial Liabilities Schedule
- Building an Equity Schedule
- Preparing a Cash Flow Structure
- Calculating Cash Flows and Completing the Model

Accounting - Introduction to Accounting & Bookkeeping

- Accounting: The Science Behind Financial Figures
- What is Accounting and Why Do You Need It
- The Importance of Bookkeeping - Good Accounting Records Are Essential
- An Introduction to Financial Accounting

Accounting - Types of Revenues, Costs, Assets, and Liabilities

- The Different Types of Accounting Standards
- The Three Financial Statements
- Types of Revenues
- Types of Revenues - Exercise
- Types of Expenses
- Income Taxes
- Depreciation & Amortization
- Balance Sheet Items
- Types of Assets
- Asset Categories - Practical Example
- Types of Liabilities
- Liability Categories - Practical Example
- Equity

Accounting - Revenue Recognition

- Accrual Accounting
- Revenue Recognition Criteria - Technical
- Potential Conflicts of Interest When Recognizing Revenue
- A Practical Example
- FAQ: Doubts Regarding Calculation

Accounting - Cost Recognition

- Technical Aspects of Cost Recognition
- The Two Types of Income Statement Formats

Accounting - Understanding the Big Picture: Why, What, When, and How Much

- The Revenue Recognition Principle - Why Is It So Important?
- The Expense Recognition Principle - When to Recognize Expenses

Accounting - The Core Principles of Accounting

- The Accounting Equation and Its Importance
- Elements of the Accounting System: General Ledger
- T-Accounts: The Best Way to Understand Debits and Credits
- P&L T-Accounts
- The Double-Entry Principle - The Core Principle of Bookkeeping

Accounting - The Importance of Timing

- Timing of Cash Flows and Why It Plays an Important Role in a Business
- Timing of Income: Principles of Revenue Recognition
- Timing of Expenses: Principles of Cost Recognition
- The Four Type of Accruals Arising in Accounting Transactions

Accounting - Preparing a Cash Flow Statement: Understanding Cash Flow Analysis

- Calculating Cash Flows - Understand If a Business Makes or Burns Cash
- The Three Parts of Cash Flow Statements Explained
- Cash Flow Computations - The Direct Method
- Cash Flow Computations - The Indirect Method
- Calculating Cash Flow in Practice: A Complete Example

Advanced Accounting - Trade Receivables

- Why a Company Needs to Pay Attention to Trade Receivables?
- What If Clients Do Not Pay on Time?
- How to Handle Non-paying Customers? A Case-study
- A Technique to Collect Trade Receivables Sooner

Advanced Accounting - Inventory

- The Different Types of Inventory We Can Have
- The Connection Between Cost of Goods Sold and Inventory
- Cost Flow Methods

Advanced Accounting - Fixed Assets

- The Different Types of Fixed Assets
- Capitalizing Interest Expenses
- Fair Value Accounting

- Intangible Assets with Finite Life vs. Intangible Assets with Infinite Life
- The Revaluation Model
- Intangible Assets Created Internally

Advanced Accounting - Trade Payables

- How We Account for Trade Payables
- What Is the Difference Between Accounts Payable and Notes Payable?
- Why Use E-invoicing?

Advanced Accounting - Financial Liabilities

- The Difference Between Debt and Equity
- Amortizing a Loan

Advanced Accounting - Leasing Liabilities

- The Reason Companies Lease Assets
- Solving a Complete Leasing Exercise
- Debt Covenants

Advanced Accounting - Using Leverage

- What is Leverage and Why Companies Use Financial Leverage?
- The Implications of Using Excessive Leverage

Advanced Accounting - Raising Equity, Types of Equity, and Dividend Payments

- The Different Types of Equity
- Raising Equity in Different Stages of a Company's Lifecycle
- The Types of Dividends Companies Pay to Shareholders
- Dividend Payments - a Timeline
- What Are Share Repurchases and Why Companies Do Them
- The Idea Behind Stock Splits

Financial Statement Analysis - An Introduction

- What is a 10-K Report and Why Is It important for Investors?
- Finding, Downloading and Going Through the Annual Report of P&G
- What Is the Role of Auditing Firms and What Are the Benefits of an Audit?

Financial Statement Analysis - Subtleties

- Financial Statement Analysis - A Natural Continuation of Financial Accounting
- First Steps in Financial Statement Analysis
- Horizontal vs. Vertical Financial Statement Analysis

- Calculating Days Payable (DPO), Days Receivable (DSO) and Days Inventory (DIO)
- Using Accounting Ratios to Assess Business Performance
- Indispensable Tools for Financial Statement Analysis

Working Capital Management

- Introduction
- The Importance of Working Capital Optimization: Case Study
- Overtrading vs. Excessive Investment
- Trade Receivables Management
- Re-order Level
- Economic Order Quantity (EOQ)
- Inventory Optimization Techniques
- Trade Payables Management
- Working Capital Optimization - a Roadmap
- Symptoms of Inefficient Working Capital - Trade Payables
- Symptoms of Inefficient Working Capital - Trade Receivables

Fundamentals of Business & Financial Analysis

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Business Analysis in Excel

- Trend analysis - theory
- Trend analysis
- Comparative analysis - theory
- Comparative analysis
- Value-based analysis - theory
- Value-based analysis
- Correlation analysis - theory
- Correlation analysis
- Time series analysis - theory
- Time series analysis
- Regression analysis - theory
- Regression analysis

Finance 101 - The Time Value of Money and Interest Rate Components

- Finance 101: Important Financial Principles That You Will Need
- Understanding the Time Value of Money
- How Interest Rates Play an Important Role in the Economy?
- The Components Forming Interest Rates in Real Life
- What Is Libor and What Purpose Does It Serve?
- The Difference Between Fixed and Variable Interest Rates

Finance 101 - The Value of Cash Flows with Different Timing

- Calculating the Present Value of Future Cash Flows
- A Tool That Helps Us Decide Whether a Project Is Feasible: Net Present Value
- What Is Default Risk and How Does a Bank Account for It?
- Corporate Loan Specifics

Finance 101 - Loan Calculations

- Using Annuities
- Calculating a Complete Loan Schedule

Capital Budgeting - Basic Notions

- What is Capital Budgeting?
- When Do We Use Capital Budgeting?
- The Time Value of Money in a Capital Budgeting Setting
- Calculating Present and Future Value
- Cost of Equity
- Project-specific Beta
- The Weighted Average Cost of Capital (WACC)
- The Different Cash Flow Types in a Capital Budgeting Exercise
- Modeling Future Cash Flows

PowerPoint - Introduction to PowerPoint

- Microsoft PowerPoint: The Most Popular Presentation Software for the Office
- The Structure of the PowerPoint Ribbon
- General Considerations About Slide Structure
- Learn How to Insert Objects in PowerPoint
- Shortcuts Allow Us to Be Much Faster When Working in PowerPoint
- Add Frequently Used Buttons to the Quick Access Toolbar
- How to Easily Align Objects in PowerPoint
- How to Edit Shapes in Your Presentation
- How to Format Text Boxes in a PowerPoint Presentation
- Changing an Object's Size and Rotation
- Using Slide Masters
- Bring to Front and Send to Back - An Important PowerPoint Technique
- Learn How to Create, Edit, Resize and Format PowerPoint Tables

PowerPoint - Tips & Tricks That Will Transform You into an Advanced User
- An Introduction to PowerPoint Animations
- Modifying the Beginning and Ending of a Line Object
- Join Shapes Together by Using Connector Lines
- Edit Points - Learn How to Customize PowerPoint Shapes
- Group or Ungroup Shapes, Pictures or Other Objects

- This is How You Can Fit Text When It Is Larger Than a Shape
- Nudge Objects
- PowerPoint's Smart Art Feature Offers Great Return for Your Time
- Creating Eye-Catching Text Effects in PowerPoint
- Practical Exercise - Creating an Organisational Chart

Who Does What in the World of Finance?

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