

# BUDGET FORECASTING



## Course Outline

### Day 1: Introduction To Budget Forecasting

- Overview of budget forecasting
- Importance of budget forecasting
- Budget forecasting process
- Best practices in budget forecasting

### Day 2: Understanding Financial Statements

- Overview of financial statements (income statement, balance sheet, cash flow statement)
- Analyzing financial statements for budget forecasting
- Identifying trends and patterns



### **Day 3: Budgeting Methodologies**

- Overview of budgeting methodologies (zero-based, incremental, activity-based)
- Choosing the right budgeting methodology
- Implementing budgeting methodologies

### **Day 4: Forecasting Techniques**

- Overview of forecasting techniques (trend analysis, regression analysis, scenario planning)
- Using forecasting techniques in budget forecasting
- Best practices in forecasting

### **Day 5: Revenue Forecasting**

- Overview of revenue forecasting



- Revenue streams and forecasting methods
- Analyzing revenue trends and patterns
- Revenue forecasting best practices

## **Day 6: Expense Forecasting**

- Overview of expense forecasting
- Expense categories and forecasting methods
- Analyzing expense trends and patterns
- Expense forecasting best practices

## **Day 7: Cash Flow Forecasting**

- Overview of cash flow forecasting
- Cash flow forecasting methods
- Analyzing cash flow trends and patterns
- Cash flow forecasting best practices



## **Day 8: Budget Modeling and Scenario Planning**

- Building budget models
- Scenario planning and sensitivity analysis
- Using budget models for decision-making
- Best practices in budget modeling

## **Day 9: Budget Review and Variance Analysis**

- Budget review process
- Variance analysis and identification
- Correcting budget deviations
- Best practices in budget review and variance analysis

## **\*Day 10: Budget Finalization and Implementation\***

- Finalizing the budget



- Budget implementation and monitoring
- Best practices in budget implementation
- Case studies and group discussions



## WORKSHOP DETAILS

**Duration: 10 days**


**Dates:** 8-12 December 2025  
19-28 January 2026


**Location:** Protea OR Tambo Hotel

**Contact us to register or learn more on:**

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*Business Training Solutions*

## **REGISTRATION FORM**

### **COMPANY DETAILS**

Company Name: \_\_\_\_\_

VAT Reg. Number: \_\_\_\_\_ -

Business Address: \_\_\_\_\_

Country: \_\_\_\_\_

### **DELEGATES INFORMATION**

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Email: \_\_\_\_\_

Cellphone Number: \_\_\_\_\_

## Terms and Conditions

By Signing and Returning the Registration form, the authorizing signatory on behalf of the stated company is subject to the following terms & conditions.

- A charge of 50% of registration fee, plus R700 (+vat) administration charge will be made for cancellations made in writing at least 14 working days prior to the event.
- For any cancellations received less than 7 working days before the event, the full fee will be payable and no refunds or credit notes will be given.
- If a registered delegate does not cancel and fails to attend the workshop, this will be treated as a cancellation and no refund or credit note will be issued.
- Cost covers training only - Accommodation and transport to and from the venue are not included.