

People Development in Finance Shared Service Centres



Modular learning program

Target audience



- Junior accounts, bookkeepers, clerks, administrators in a financial / management accounting role.
- Finance SSC employees with little or no accounting experience.

Why PwC Academy?



- Best practice and expertise of PwC professionals.
- Systematic approach to training.
- Case studies and examples.
- Specially designed study materials.

Timing and delivery



64 academic hours

Sessions can be in-person or delivered virtually:

- 8 day (9.00 - 16.30)
- 16 webinars (9.00 - 12.15)

Corporate format

Tailored made / customized.

Program structure

1. Fundamentals of Financial Accounting

2. Fundamentals of Management Accounting

3. Knowledge Management

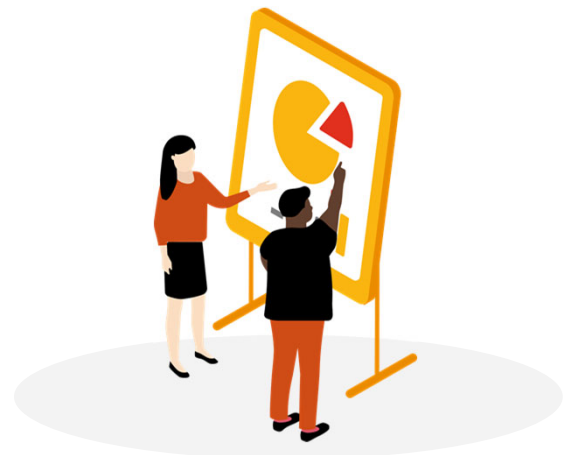
4. Cross-Functional Communication

48 academic hours
Hard skills

16 academic hours
Soft skills

Benefits for business

- Upskill finance workforce with the capabilities in accounting and finance.
- Improve decision making.
- Reduce employee turnover.
- Prevent brain drain.
- Enhance cross-functional cooperation and communication.



Topics to be covered:

1.1. Accounting principles, concepts and regulations	<ul style="list-style-type: none">▪ Generally accepted accounting principles.▪ Underlying assumptions, policies and accounting estimates.▪ Regulatory influence of company law and accounting standards.
1.2. Recording accounting transactions	<ul style="list-style-type: none">▪ Types of business transactions.▪ Double-entry bookkeeping. Accounting equation.▪ Coding system.▪ Journals and ledger accounts.▪ Accounting entries for specific transactions.▪ Trial balance and correcting errors.
1.3. Preparing accounting reconciliations	<ul style="list-style-type: none">▪ Bank reconciliation.▪ Reconciliation of receivables control account.▪ Reconciliation of payables control account.
1.4. Preparing accounts for single entities	<ul style="list-style-type: none">▪ Preparing financial statements from a trial balance.▪ Preparing financial statements from incomplete records.▪ Preparing a statement of cash flows.

Learning objectives:

- 1 Understand the key accounting principles and characteristics.
- 2 Explain the influence of legislation and accounting standards on published accounts.
- 3 Apply the principles of double-entry bookkeeping.
- 4 Prepare accounting records for typical transactions and events.
- 5 Perform month end close activities.
- 6 Reconcile sub-ledgers to general ledger and perform other related account reconciliations.
- 7 Understand the process behind the preparation of financial statements for single entities.
- 8 Prepare financial statements and reports.

Topics to be covered:

2.1 Introduction to management accounting	<ul style="list-style-type: none">▪ The need for management accounting.▪ Management information requirements and reports.▪ Financial accounting versus management accounting.▪ Sources of management information and coding systems.
2.2. Costing	<ul style="list-style-type: none">▪ Cost identification, classification and measurement.▪ Recording costs.▪ Costing methods and techniques.
2.3. Planning and control	<ul style="list-style-type: none">▪ Budgeting process and methods.▪ Budget performance analysis.
2.4. Decision making	<ul style="list-style-type: none">▪ Cost-volume-profit analysis.▪ Cost accounting for pricing purposes.▪ Long-term decision making.

Learning objectives:

- 1 Understand the role of management accounting in businesses.
- 2 Understand and apply various costing methods.
- 3 Calculate the full cost of product, service, activity, customer.
- 4 Contribute to the budgeting process.
- 5 Apply basic modelling and planning techniques to develop budgets.
- 6 Calculate and interpret budget variances.
- 7 Apply breakeven analysis.
- 8 Apply cost information in pricing decision.
- 9 Apply investment appraisal techniques to investment appraisals.

Topics to be covered:

3.1. People	<ul style="list-style-type: none">▪ Resources.▪ Leadership.▪ An organizational culture to support knowledge sharing and networking.
3.2. Process	<ul style="list-style-type: none">▪ Knowledge management strategy.▪ Knowledge cycle.▪ Key performance indicators (KPIs).
3.3. Platform and partnership	<ul style="list-style-type: none">▪ Knowledge management systems/approaches/information technologies.▪ Knowledge exchange/coordination/networking objectives.
3.4. Problem solving	<ul style="list-style-type: none">▪ Knowledge seeking.▪ Identification of new areas and problems.▪ Critical thinking.

Learning objectives:

- 1 Understand the role of knowledge management in businesses.
- 2 Understand various methods of knowledge management.
- 3 Calculate the full cost of cost knowledge management system.
- 4 Establish and contribute to the knowledge management process.
- 5 Apply basic modelling and planning techniques.
- 6 Establish knowledge management program objectives.
- 7 Prepare for change.
- 8 Determine and prioritize technology needs.
- 9 Assess current state.

Topics to be covered:

4.1. Cross functional communication	<ul style="list-style-type: none">▪ The magic of cross functional communication in success.▪ Creating efficient communication processes.
4.2. Fundamental levels	<ul style="list-style-type: none">▪ Ability to understand and share feelings of another.▪ Providing effective leadership/ a project leader role.▪ Building a cohesive working environment.
4.3. GROW model	<ul style="list-style-type: none">▪ Learn the language of finance-sales-service.▪ Understand your customers' customers.▪ Understand their perspective on your product and speak their language.
4.4. Summery	<ul style="list-style-type: none">▪ Interactions.▪ Auditing and reevaluating.▪ What problems we are trying to solve.

Learning objectives:

- 1 Understand the role of cross functional communication in businesses.
- 2 Develop organization goals.
- 3 Assembling the right teams.
- 4 Establish all cross functional activities.
- 5 Apply equal levels of accountability and recognition.
- 6 Establish knowledge management program objectives.
- 7 Prepare for change.
- 8 Determine and prioritize needs.
- 9 Assess current state.

Svitlana Zasukhina, MBA, CFA, ACMA/CGMA, CIA



Svitlana has over 15 years of experience in training in the field of corporate finance and performance management. During her lecturing career she has taught over 2,500 CIMA students.

Currently, Svitlana works as a Senior Manager for PwC's Academy, Poland. She is responsible for business development of the CIMA Professional Qualification in Central and Eastern Europe.

Astrid Zakrzewska, FCCA, FCMA, CGMA



Astrid has over 20 years of experience in training in the field of finance and accounting, she was an expert at FS PwC and the CFO of a media corporation.

She specializes in trainings in the fields of management accounting, financial and strategic management, having conducted over 11,000 hours of trainings and workshops in Poland and abroad. She has conducted courses preparing for CIMA, ACCA and CIA exams.

Anna Olszewska-Florczak



Anna has over 15 years of experience in training in the field of corporate business key skills. During her lecturing career she has taught over 3,500 managers and teams .


Currently, Anna works as a Manager for PwC's Academy, Poland. She is responsible for business soft skill development. Master coach and consultant supporting clients talent to dally routine. Uses knowledge and experience supported by international certificates.


Contact

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Flexible deployment
depending on the unique
business needs of
an organization.