FIPA GLOBAL

PEOPLE • IDEAS • A STRONGER TOMORROW

TRAINING AND ADVISORY DIVISION

Specialist Training

Finance • Artificial Intelligence

FINANCE

Understanding the numbers

Every decision in an organisation has a financial side, yet many capable managers and professionals were never taught to read it. They sign off budgets they do not fully understand, nod through financial reports, and leave the numbers to the finance team.

Our finance training closes that gap. It gives people without a finance background the understanding they need to make sound decisions, ask the right questions and take part fully in financial discussions.

We offer two courses: Financial Literacy, and Finance for Non-Financial Managers.

Who we serve

We work with organisations and professionals across the Caribbean, including small organisations. In a smaller organisation, managers and owners often handle the finances themselves without specialist support, and a single poor financial decision can threaten the whole business.

Our courses suit:

- Managers and supervisors who hold a budget or contribute to financial decisions
- Professionals moving into management from technical roles
- Entrepreneurs and owners of small businesses
- Board members of companies and non-profit organisations
- Staff whose employers want to strengthen financial understanding across the organisation

Financial Literacy

The foundations of sound financial judgement, for professionals and employees at any level. Organisations increasingly offer this to staff, since financial stress at home affects focus and performance at work.

The course covers:

- Budgeting and managing cash flow, personal and organisational
- Saving, borrowing and the true cost of debt
- How interest and credit work
- Reading statements, contracts and the small print
- Planning for the long term, including retirement
- Recognising financial scams and fraud
- Making financial decisions under pressure

Finance for Non-Financial Managers

For managers who make or influence financial decisions but have no training in finance. Participants learn to read the numbers, understand what they mean for their own area, and hold confident conversations with finance colleagues and boards.

The course covers:

- Reading the three core financial statements: the income statement, balance sheet and cash flow statement
- Why a profitable business can still run out of cash
- Preparing and managing a departmental budget, and explaining variances
- Costing, pricing and break-even
- Evaluating spending and investment proposals
- Financial ratios and what they reveal
- Linking financial measures to performance targets
- Questions every manager should ask before signing off a figure

> Both courses use practical examples drawn from Caribbean organisations. Participants are welcome to bring questions about figures from their own work.

Your facilitator

The courses are led by an experienced finance professional with a gift for making the numbers clear to people outside finance.

ARTIFICIAL INTELLIGENCE

Using AI Successfully: A Beginner's Course

Artificial intelligence is already changing how work is done, yet many professionals have never used it with confidence. This short, practical course takes complete beginners from first steps to everyday use.

The course is offered to organisations for groups of up to ten, so that every participant receives individual attention.

By the end, each participant can:

- Explain in plain terms what AI tools can and cannot do
- Write clear requests that produce useful results
- Use AI for everyday tasks such as drafting, summarising and research
- Check AI output for errors before relying on it
- Protect confidential and personal information
- Use AI responsibly, in line with their organisation's policies

> Every participant completes practical exercises during the course, so no one leaves without having used AI successfully on real work tasks.

Enquiries

To book a course or discuss training for your team, contact us at fipafamily@gmail.com or visit **fipaglobal.com**.