EMPLOYABILITY SKILLS

WORKPLACE FINANCIAL MANAGEMENT

Skills for Financial Success in the Workplace

From determining a break-even point to managing income statements and operational budgets, the CareerSafe Workplace Financial Management course provides the knowledge needed to effectively manage resources and maximize progress towards business goals. Learn skills and strategies for interpreting financial documents, creating a budget, and developing a workplace financial plan.

Best-in-Class US-based Customer Care

+4.1 Million Trained and Counting

Aligns with Employability Skills Framework

"I trained alongside my friends and classmates and developed better communication, problem solving, listening, critical thinking, and leadership skills because of it. The method in which I was taught was through interactive lessons that were simple but effective."

Optimized Learning **Study Guides** **Real-World Scenarios**

Benefits and Features

- Contains **interactive content and real-world scenarios** to keep courses engaging and give students the opportunity to practice the skills they learn.
- Includes **teacher tools and resources** that make it easy to distribute courses, plan lessons, and manage students.
- Provides resources and techniques for building **essential skills and strategies** applicable in all professional fields.

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1 Hour Seat Time

Part of our Employability Skills Training Library of courses!

TOPICS AND LEARNING OBJECTIVES

Predicting Profitability (~20 minutes)

- *Explain the role of variable and fixed costs when calculating the break-even point.*
- *Recognize the break-even point as a tool for determining the success of an enterprise.*
- *Compare the terms profit margin and markup.*
- *Explain markup pricing strategies for determining an appropriate selling price.*

Reading the Books (~10 minutes)

- *Compare the terms revenue, expenses, and profit.*
- *Interpret an income statement.*

Budgets (~15 minutes)

- *Recognize that budgets are flexible financial tools that can be customized to meet specific financial goals.*
- *Explain how a budget drives the operating decisions of an organization or project.*
- *Describe the process of creating an operating budget.*
- *List components of a general operating budget.*

Strategic Financial Planning (~16 minutes)

- *List strategies for forecasting financial needs.*
- *Explain the importance of managing the days cash on hand for sustained operation.*
- *Recognize the role of investment as a tool for meeting short and long-term growth goals.*
- *Identify ways to invest.*

Learn more about the CareerSafe Employability Skills Workplace Financial Management course »