

# Accounting Skills for the New Supervisor

## Course Overview

**\$338**

In this two-day workshop, you will learn important accounting skills and concepts that will help you succeed as a supervisor in today's business world. Terms like depreciation, cash flow, balance sheets, budgets, and other financial terms will no longer seem scary.

During this two-day workshop, you will learn:

- The art of finance and financial management
- Key financial terms
- Your role in company finances and where to find the rules and regulations for your area and industry
- Various types of financial reports
- Chart of accounts and budgets
- Cash and accrual accounting
- Single and double entry bookkeeping
- Debits and credits
- How to identify and analyze important financial data
- Different types of organizational financial plans
- What computer skills you need to become a financial whiz
- How to deal with financial situations that impact the people that work for you

## Ready to Register?

Request for Registration Online Form; and/or  
Sponsor an Employee Form

### FOR MORE INFORMATION:

P 250 561 5801

E [continuingedreg@cnc.bc.ca](mailto:continuingedreg@cnc.bc.ca)

[cnc.bc.ca/ce](http://cnc.bc.ca/ce)

## 14 hours Offered in person

**1**

**2023F CEBK 120 101**

**October 13, 2023**

Friday | 8:30am - 4:00pm

**October 20, 2023**

Friday | 9:30am - 5:00pm

Registration recommended by  
October 5, 2023

Please register before the recommended date as courses under-enrolled as of this date may be cancelled. Registrations after this date will be accepted if space is available.

Approximately one week before the course starts you will receive a confirmation email that provides additional course details.



School of Access  
& Continuing Education