



Financial Fundamentals: Navigating Business Finances

Delve into essential financial principles crucial for any organisation. This comprehensive webinar collection is jam-packed with valuable insights and practical tools. You will leave with enhanced knowledge, confidence and a wealth of resources including worksheets, checklists and templates to implement in your organisation.

We will cover:

- *VAT principles and compliance*
- *Mastering cash flow*
- *Effective Credit control*
- *Understanding IR35 for off-payroll work*
- *Streamlining processes for accurate financial records*
- *Accounts Essentials*

Equip yourself with the knowledge to handle all key financial operations smoothly and efficiently.

VAT in Education

Overview:

Gain knowledge in VAT principles and regulations to ensure compliance within educational institutions. In this webinar, we will cover:

- *Analysing supplies and assigning the correct VAT liability*
- *Grants, sponsorship, donations and which VAT codes to apply*
- *Who is an eligible body*
- *Hiring out of rooms or letting a space, implications for VAT*
- *Running courses and e-learning*
- *Recovering VAT correctly and creating accurate VAT returns*

Ensure your VAT practices are robust and compliant.

In more detail:

Analysing Supplies and Assigning the Correct VAT Liability

- *Types of supplies (standard-rated, zero-rated, exempt)*
- *Practical examples and case studies*

Grants, Sponsorship, Donations, and Applying the Correct VAT Codes

- *Understanding the VAT treatment for different income types*



- *Examples of common scenarios*

Who is an Eligible Body

- *Definition and criteria for being an eligible body*

Hiring Out Rooms or Letting Space

- *VAT implications for room hires and lettings*
- *Specific scenarios and best practices*

Running Courses and E-Learning

- *VAT treatment for educational services*
- *Differences between in-person and online courses*

Recovering VAT Correctly and Creating Accurate VAT Returns

- *Best practices for VAT recovery*
- *Steps to ensure accurate VAT returns*
- *Valid VAT Invoices*

Cash Flow Management

Overview:

Understand the principles of cash flow management tailored for educational institutions. In this webinar, we will cover:

- *How to create a cash flow forecast*
- *Understanding what you need and how to make accurate estimates*
- *Planning and managing finances to ensure smooth operational flow*

Improve your financial health with effective cash flow strategies.

In more detail:

How to Create a Cash Flow Forecast

- *Basics of cash flow forecasting*
- *Tools and templates*

Understanding What You Need and How to Make Accurate Estimates

- *Identifying key cash flow drivers*



- *Techniques for making realistic estimates*

Planning and Managing Finances to Ensure Smooth Operational Flow

- *Strategies for maintaining a positive cash flow*
 - *Monitoring and adjusting forecasts*
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IR35: Implications of Using Freelancers

Overview:

Navigate the complexities of IR35 regulations and their implications for your organisation when employing freelancers. In this webinar, we will cover:

- *How to determine if IR35 rules apply*
- *Avoiding common pitfalls*
- *HMRC's key tests for assessing*
- *How to help protect your organisation from non-compliance risks*

Safeguard your organisation by understanding IR35.

In more detail:

How to Determine if IR35 Rules Apply

- *Criteria and tests for IR35*
- *Examples and case studies*

Avoiding Common Pitfalls

- *Common mistakes and how to avoid them*
- *Best practices for compliance*

HMRC's Key Tests for Assessing

- *Understanding the HMRC guidelines*
- *Practical application of the tests*

How to Help Protect Your Organisation from Non-Compliance Risks

- *Steps to ensure compliance*
- *Risk management strategies*



Credit Control Strategies

Overview:

Master credit control with effective strategies and templates designed for educational institutions. In this webinar, we will cover:

- *Implementing robust credit control measures*
- *Improving cash flow and reduce bad debts*

Take control of your finances with structured credit control practices.

In more detail:

Implementing Robust Credit Control Measures

- *Essential credit control techniques*
- *Tools and templates*

Improving Cash Flow and Reducing Bad Debts

- *Strategies for efficient cash collection*
- *Dealing with overdue accounts*

Monitoring and Reviewing Credit Control Practices

- *Key performance indicators*
- *Continuous improvement*

Accounts Essentials: Charities and Business

Overview:

Understand the fundamental principles of accounts with a dedicated focus on interpreting business reports. In this webinar, we will cover:

- *Key accounting principles essential for accurate financial reporting*
- *Strategic planning for your organisation's financial year, complete with a timeline of critical actions*
- *Recognising areas that may impact your business and how to address them effectively*
- *Interpreting financial statements to make informed decisions*

Equip your organisation with the knowledge to maintain transparent and precise financial records and touch on the unique needs of both charities and businesses.



In more detail:

Key Accounting Principles Essential for Accurate Financial Reporting

- *Basics of accounting principles*
- *Importance of accuracy in financial reporting*

Strategic Planning for Your Organisation's Financial Year

- *Setting financial goals and milestones*
- *Creating a financial calendar*

Recognising Areas That May Impact Your Business and How to Address Them Effectively

- *Identifying financial risks and opportunities*
- *Strategies for mitigation and optimisation*

Interpreting Financial Statements to Make Informed Decisions

- *Reading and understanding balance sheets, income statements, and cash flow statements*
- *Key financial ratios and what they mean*

The Importance of Processes & Reconciling

Overview:

Discover how processes and systems are crucial to the smooth running of your organisation. In this webinar, we will cover:

- *Organising work to reduce mistakes and stress*
- *Creating consistent operational procedures*
- *Mastering the art of reconciling financial records for accuracy*

Build a stress-free and consistent organisation with solid processes and reconciliation practices.

In more detail:

Organising Work to Reduce Mistakes and Stress

- *Setting up effective workflows*
- *Tips for reducing errors*

Creating Consistent Operational Procedures

- *Developing standard operating procedures*
- *Ensuring consistency across the organisation*

Mastering the Art of Reconciling Financial Records for Accuracy

- *Techniques for accurate reconciliation*
- *Tools and best practices*