

# AAT Essentials: Budgeting



## Course overview

**Across all businesses, many job roles now require an understanding of costs, estimates and/or budgets. Despite this, it's not uncommon for people in these roles to have had no official financial training or accounting experience before taking on these responsibilities. In response to this skills shortage, The Skills Network have worked with the Association of Accounting Technicians (AAT) to develop a course that provides crucial knowledge around budgeting.**

Whether you're already in a role that requires knowledge of costs, estimates and budgets, or are looking to progress into a role of this nature, this course will provide you with an introduction to budgeting and the essential knowledge that is required. The course will enable learners to prepare operational budgets, produce cash flow forecasts and use budgets as a control mechanism.



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## Who is suitable?

This course is aimed at anyone working in, or looking to work in, a role that involves dealing with costs, estimates and budgets. The course is ideal for managers without a finance background, as well as other non-finance staff looking for a better understanding of key financial tasks.

## What you will learn

**This course is split into four manageable sections:**

- **Section 1:** An introduction to budgeting
- **Section 2:** Preparing operational budgets
- **Section 3:** Cash flow forecasting
- **Section 4:** Budgets as a control mechanism.

## Learning method

Studying via distance learning means you can choose when and where you study. We ensure that you'll receive all of the support you need throughout your course.

This course is available:

 **Online.**

All of The Skills Network's award-winning, online learning resources are available on our online learning platform, **EQUAL**. Online learning with a difference, **EQUAL** features:

- Exciting and engaging content
- Interactivity – featuring videos and interactive pages throughout to enhance learning
- Virtual Tutors who offer hints, tips and guidance throughout the course.

## Benefits

- This course is delivered via distance learning with auto-marked questions, allowing you to choose when and where you study.
- Study will enhance both your personal skills and professional development.
- A great addition to your CV to show commitment to your current role and/or a willingness to learn for future employers.