



*Training Course:
Budgeting Specialist*

2 - 6 November 2025

Cairo (Egypt)

Holiday Inn & Suites Cairo Maadi, an IHG Hotel

Training Course: Budgeting Specialist

Training Course code: FI236300 From: 2 - 6 November 2025 Venue: Cairo (Egypt) - Holiday Inn & Suites Cairo Maadi, an IHG Hotel Training Course Fees: 3550 € Euro

Introduction

The Budgeting Specialist training program, designed by Global Horizon Training Center, equips participants with the knowledge, tools, and techniques to effectively plan, prepare, and manage budgets within their organizations. In today's competitive business environment, accurate budgeting is a cornerstone of financial stability and strategic growth. This program integrates both theoretical foundations and practical applications, enabling participants to analyze financial data, allocate resources, monitor performance, and adapt to changes in organizational priorities. By the end of the program, participants will be well-prepared to support strategic decision-making and ensure financial efficiency across departments.

Objectives

By the end of this program, participants will be able to:

1. Understand the principles, concepts, and processes of budgeting.
2. Develop and implement effective budget plans aligned with organizational goals.
3. Apply techniques for forecasting, cost control, and variance analysis.
4. Utilize modern tools and software to enhance budgeting accuracy and efficiency.
5. Monitor, evaluate, and adjust budgets to respond to dynamic business environments.
6. Provide accurate financial insights that support organizational strategy and decision-making.

Course Methodology

The course employs an interactive and practical learning approach, including:

- Instructor-led presentations with real-world case studies.
- Hands-on exercises in budget preparation, monitoring, and analysis.
- Group discussions and problem-solving scenarios.
- Practical application of budgeting tools and templates.

- Feedback sessions to reinforce learning outcomes.

Organizational Impact

Organizations will benefit from:

- Enhanced financial planning and resource allocation.
- Improved cost control and performance monitoring.
- Increased alignment between budgeting activities and strategic objectives.
- Reduced financial risks through accurate forecasting and variance analysis.
- Strengthened accountability and transparency in financial operations.

Target Audience

This program is ideal for:

- Finance professionals and analysts.
- Budgeting and planning officers.
- Accountants and auditors.
- Department managers and supervisors involved in financial decision-making.
- Any professional seeking to specialize in budgeting and resource management.

Outline

Day 1: Foundations of Budgeting

- The role of budgeting in financial management.
- Key principles and terminology.
- Types of budgets operational, capital, cash, flexible, etc..
- The budgeting cycle and process overview.

- Case discussion: Budgeting challenges in different industries.

Day 2: Budget Preparation and Forecasting

- Steps in preparing an effective budget.
- Forecasting techniques and methods.
- Gathering and analyzing financial data.
- Revenue projections and cost estimation.
- Practical exercise: Building a departmental budget.

Day 3: Budget Execution and Monitoring

- Implementing the budget plan.
- Tools and techniques for budget monitoring.
- Variance analysis: identifying and explaining deviations.
- Mid-year budget adjustments and reforecasting.
- Workshop: Analyzing budget variances in practice.

Day 4: Advanced Budgeting Techniques

- Zero-based budgeting vs. incremental budgeting.
- Performance-based and activity-based budgeting.
- Rolling forecasts and flexible budgeting.
- Integration of budgeting with strategic planning.
- Case study: Advanced budgeting for multi-department organizations.

Day 5: Practical Application and Budgeting Tools

- Using Excel and financial software for budgeting.
- Key Performance Indicators KPIs in budget management.
- Linking budgets to organizational performance.
- Best practices in communication and reporting.
- Group project: Preparing and presenting a full budget plan.
- Program wrap-up and action planning for workplace application.

Registration form on the Training Course: Budgeting Specialist

Training Course code: FI236300 **From:** 2 - 6 November 2025 **Venue:** Cairo (Egypt) - Holiday Inn & Suites Cairo Maadi, an IHG Hotel **Training Course Fees:** 3550 € Euro

Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

Delegate Information

Full Name (Mr / Ms / Dr / Eng):
Position:
Telephone / Mobile:
Personal E-Mail:
Official E-Mail:

Company Information

Company Name:
Address:
City / Country:

Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng):
Position:
Telephone / Mobile:
Personal E-Mail:
Official E-Mail:

Payment Method

- ☐ Please find enclosed a cheque made payable to Global Horizon
- ☐ Please invoice me
- ☐ Please invoice my company

Easy Ways To Register

Telephone:
+201095004484 to
provisionally reserve your
place.

Fax your completed
registration
form to: +20233379764

E-mail to us :
info@gh4t.com
or training@gh4t.com

Complete & return the
booking form with cheque
to: Global Horizon
3 Oudai street, Aldouki,
Giza, Giza Governorate,
Egypt.