



Cost Analysis & Control

Learn the key cost accounting skills that help managers make better decisions!

Empower Yourself through Knowledge!

Course Outline

Cost management provides key data to managers to support planning and controlling activities, as well as for costing of products and services. The central focus of the course is how cost management helps managers make better decisions. Participants are taught to understand the different cost accounting terms and practices, and are trained to apply these concepts in organizational contexts where financial and economic decision-making is required.

Course Objectives

By the end of the course, participants will be able to:

- Explain the purpose of cost management and its structure
- Explain the role management accounting plays or can play in supporting organizations and managers in making planning and control decisions
- Distinguish between the general cost terms and the different classifications of costs
- Identify the different types of allocation methods to assign costs to cost objects
- Explain the meaning of budgeting and how it relates to strategic and operating objectives
- Prepare the different components of a master budget
- Perform variance analysis (actual vs. budget) of costs and revenues and implement measures to control costs
- Prepare cost-volume-profit (break-even) analysis

Target Audience

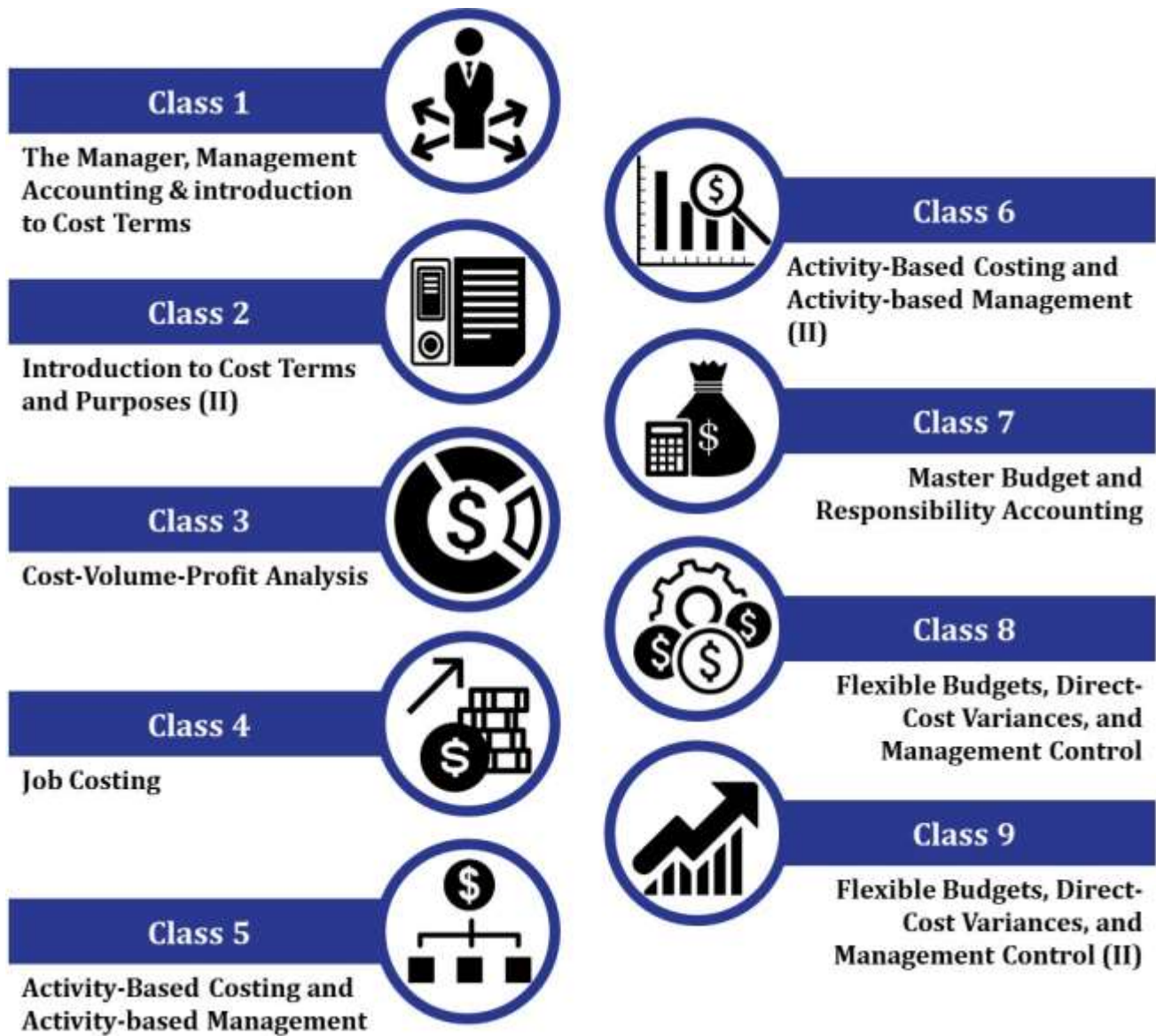
Financial managers or directors, accountants, financial assistants, budget accountants and analysts.

Key Topics

The key topics covered in the course are:

- Introduction to cost management and the study of management accounting
- Difference between management accounting and financial accounting
- Role and importance of management accounting
- Introduction to the most relevant cost terms and categories used in the literature
- The application of management accounting in different sectors: manufacturing, merchandise and services
- Cost-volume-profit (break-even) analysis and cost planning
- Job Costing; a simple method of cost allocation of indirect manufacturing costs to cost objects
- Activity-Based Costing; an advanced and refined method of allocation of indirect costs
- Preparing a master budget, which budget expresses management's operating and financial plans for a specified period (usually a fiscal year)
- Variance analysis and cost control measures

Classes Overview



Examination

Participants should attend at least 8 out of the 10 classes. At the end of the course, participants need to complete a final written exam.

A **Certificate of Completion** is awarded if the course is successfully fulfilled. Participants also receive an official transcript for their grades and course credits.



Course Facilitator

All our facilitators are enthusiastic and knowledgeable with a talent for making complex concepts simple. We all love what we do and our clients tell us it shows.

Facilitator for this course is: Mr. Edward M. Erasmus, MA

Edward is a certified trainer/facilitator and has many years of experience in facilitating different workshop and lectures in the fields of accounting, finance, entrepreneurship, innovation, project management, operations, marketing and social media.



Course Fee in Aruban Florins

Per participant: Afl. 925.=, excluding 6.0% BBO/BAZV/BAVP

Includes: course material, handouts, snacks, coffee and refreshments.

Flexible payment options are available. Contact us for additional information.

Register online here: <http://www.erasmusbpas.com/online-course-registration.html>

Location and Dates

Location: Learning Center at Club Kibrahacha 60+ (Piedra Plat 23)

Number of classes: 9

Time: 6:30 PM - 9:00 PM


For information on next course dates, please visit our website:

<http://www.erasmusbpas.com/cost-analysis-and-control.html>

We reserve the right to alter dates, content, venue and trainer.

Discount Plans

For organizations that want to maximize their Return on Investment in training, we provide a 2-plus-1 offer: Register 3 participants working at the same company on the same course and dates and pay only for 2. Contact us for additional information.

	Length:	9 classes
	Effort:	3-4 hours per week
	Level:	Intermediate
	Language:	English, Dutch or Papiamentu *
	Exam:	Written Exam
	Credits:	3.0 EC's



Course & Workshop Registration & Payment Plan Form



How to Register

1. Bookings can be made by emailing the completed registration form to edward@erasmusbpas.com
2. Registration forms should be sent immediately to confirm the booking. A confirmation and location guide will then be sent accordingly.

Contact details:

Edward M. Erasmus, MA
 Erasmus Business Planning & Administration Services (EBPAS)
 Telephone (297) 5885975
 Mobile (297) 5922380
 Email edward@erasmusbpas.com / hello@erasmusbpas.com

PLEASE PRINT CLEARLY

Course/workshop title :

Contact Person :	Position :
Company :	
Invoice Address :	Postcode :
Telephone :	Email :

Please enroll the course attendees below: (PLEASE PRINT CLEARLY)

Full name of attendee	Title/position	Email address
Total number of attendees:		Total course fee (see attached invoice):

Please invoice the organization / contact person above separately
 Please invoice each attendee
 Please add the contact/attendees to the training mailing list

Additional Needs / Dietary Requirements:

PAYMENT PLAN FOR THIS COURSE:

Down payment of: AWG _____ prior to the start of the course.	
Payment of remaining amount of AWG	
I have read and understood the terms of conditions given on the next page.	Signed

Terms and Conditions for Bookings and Payments

General Requirements:

Course participants must be at least 18 years of age.

Course and workshop registration:

Registration for a course can only take place through the completion of our online registration form or by submission of a completed hard copy registration form (by email or personally delivered) to the attention of Erasmus Business Planning & Administration Services (EBPAS).

Cancellation of Booking:

1. All course / registration cancellations must be notified in writing (i.e. via email or in hard copy). Course registrations / bookings may be cancelled up to twenty (20) days prior to the course and receive a full refund.
2. Course registrations / bookings cancelled less than twenty (20) days prior to the training or course will be charged 50% of the course fee.
3. Failure to notify of non-attendance will result in the full fee being charged.
4. You may substitute another participant (by notifying EPBAS) at any time prior to the training or course, should a nominated person be unable to attend.
5. EBPAS endeavors to run every course. However, we also reserve the right to cancel or postpone a course to an alternative date. All registered participants affected by such a cancellation will receive a full refund or offered the opportunity to transfer to the next available training or course.
6. In case of withdrawal after the start of a course, EBPAS will withhold 100% of the course fee. In case the course fee has not been fully paid at the moment of withdrawal from the course, i.e. due to an existing payment plan, EBPAS preserves the right to collect the outstanding fee amount.

Payment:

1. For all registrations received an invoice will be issued. For both Corporate and Individual bookings, payment in full is required, unless a payment arrangement has been granted by EBPAS.
2. All invoiced amounts are due within 14 days of the invoice date. In case on non-payment EBPAS may refuse access to the course.
3. In case of non-payment, a 1.5% interest penalty is payable per month from the due date. Both the extrajudicial, including 20% collection costs, as well as the judicial costs are at the expense of the client / participant. An AWG. 25.00 administration fee is also charged for late payments.

Force majeure:

Neither EBPAS nor its employees are liable for non-performance of contractual obligations or damages to the extent that they are caused by force majeure, in particular fire, water, storm or other natural events, explosion, strike, war, civil unrest or other reasons outside the sphere of responsibility/influence of the EBPAS.

Privacy Statement:

Erasmus Business Planning & Administration Services (EBPAS) acknowledges and respects the privacy of individuals. We advise that the information that you provide on this form may constitute "personal information". This information is being collected for the purposes of processing your registration or enquiry, keeping you informed of upcoming events and assisting us in improving our service to you. The intended recipient of the information is EBPAS. The provision of the information is voluntary, but if this information is not provided, EBPAS may be unable to process your registration or enquiry. You have the right of access to, and alteration of, personal information concerning yourself. The information is being collected by EBPAS and will be held by EBPAS. Please contact us for any enquiries you may have in relation to this matter.

I have read and understood the Terms and Conditions for Bookings and Payments

Name

Address

Signature of participant

Date



CONTACT

ERASMUS BUSINESS PLANNING & ADMINISTRATION SERVICES

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Information given in this brochure is correct at the time of publication and is subject to alteration

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