

Carry out the accounting closure and implement a review process



CF-45 2 Days (14 Hours)

Description

This training pursues these two objectives: applying the rules and knowing how to self-monitor to produce reliable accounts quickly.

Who is this training for ?

For whom

Employee of accounting and financial services participating in the preparation of 'accounting situations' and 'annual accounts'.

Prerequisites

None.

Training objectives

- Update your accounting knowledge
- Process closing operations across all company processes
- Structuring a self-monitoring process
- Perform and document accounting controls

Training program

Se repérer dans l'organisation d'une clôture

- Identify the tasks to be carried out and their scheduling.
- Establish the schedule to follow.
- Prepare the control activities.

Effectuer la clôture des opérations d'exploitation

- Relate expenses and income to the financial year.
- Record consumption and production for the period.
- Valuate debts and receivables in foreign currency.
- Evaluate operating assets and record depreciation: on customer receivables; inventories; other operating assets.
- Take into account the risks and possible liabilities of the business.

Comptabiliser les opérations liées aux investissements

- Validate the records of acquisitions and disposals of intangible and tangible assets.
- Record accounting and tax depreciation entries.
- Calculate and record any losses value of fixed assets.

Clôturer les opérations de financement et placement S'assurer du rattachement des charges et produits financiers à la période. Évaluer et enregistrer les dépréciations se rapportant aux actifs financiers.

- Validate the change in equity.

Réviser ses comptes pour s'assurer de leur fiabilité Construire une démarche de révision par cycle.

- Identify risk areas and define appropriate controls.
- Implement different accounting control techniques.