Finance & Business Acumen · FB328

Cash Flow Management and Payment Scheduling

Online · 13 - 17 Dec 2026

Date	Venue	Duration
13 - 17 Dec 2026	**Online**	**1 Week**
Fee	Ref	Language
£1,400 GBP	**FB328**	**English**

Introduction

Effective cash flow management is critical for sustaining operational performance, meeting financial obligations, and ensuring long-term solvency. This course equips finance professionals with practical tools to forecast, analyse, and manage cash inflows and outflows, with a specific focus on payment scheduling to optimise working capital.

Course Objectives of Cash Flow Management and Payment Scheduling

Upon completing this programme, participants will be able to:

- Understand the fundamentals of cash flow and liquidity management.
- Develop and implement cash flow forecasting models.
- Optimise payment schedules to align with cash availability.
- Analyse working capital components and improve cash conversion cycles.
- Apply risk mitigation techniques in cash flow management.

Course Methodology of Cash Flow Management and Payment Scheduling

- Lectures and Expert Insights: Leading industry experts will share their insights and best practices.
- Case Studies: Analyse real-world talent acquisition challenges and solutions.
- Group Discussions: Engage in meaningful discussions and share experiences with peers.
- Role-Playing and Simulations: Practice recruitment scenarios to enhance skills.
- Hands-on Workshops: Gain practical experience in using recruitment tools and techniques.

Organisational Impact of Cash Flow Management and Payment Scheduling

This training programme will have a positive impact on organisations by:

- Improved financial decision-making and payment prioritisation.
- Reduced risk of cash shortfalls and payment delays.
- Better vendor relationships due to timely payments.
- Enhanced budgeting accuracy and fund utilisation.
- Increased operational efficiency through proactive financial planning.

Personal Impact of Cash Flow Management and Payment Scheduling

Participants will experience personal growth and development, including:

- Strengthened analytical and forecasting skills.
- Enhanced ability to manage working capital and liquidity.
- Improved understanding of payment systems and treasury functions.
- Better communication with banks, suppliers, and internal stakeholders.
- Confidence in managing real-world financial pressures.

Who Should Attend

This training programme is ideal for:

- Finance Officers and Accountants (esp. Payables and Treasury)
- Budgeting and Planning Specialists
- Accounts Payable and Receivable Staff
- Financial Controllers
- Treasury Analysts
- Business Owners and Financial Managers

Course Outlines

Day 1

Fundamentals of Cash Flow Management

- Understanding cash flow vs. profit
- The role of liquidity in financial health
- Components of cash inflows and outflows
- Overview of working capital management
- Common causes of cash flow issues

Day 2

Cash Flow Forecasting Techniques

- Direct vs. indirect cash flow forecasting
- Forecasting models and tools
- Cash flow variance analysis
- Building short-term and long-term forecasts
- Creating a rolling cash flow forecast

Day 3

Payment Scheduling and Optimisation

- Payment prioritisation: Strategic vs. operational vendors
- Managing payment terms and discounts
- Techniques for scheduling outgoing payments
- Aligning payment schedules with cash inflows
- Automating payment workflows with ERP systems

Day 4

Managing Surplus and Shortages

- Managing cash surpluses: short-term investments
- Strategies for managing shortfalls
- Negotiating credit terms and lines of credit
- Internal funding and intercompany cash pools
- Emergency liquidity planning

Day 5

Risk, Compliance, and Best Practices

- Fraud risks in cash flow and payment processes
- Internal controls and compliance in cash management
- Policy development for cash handling
- Dashboard reporting and KPIs for cash flow
- Designing a cash flow improvement plan

Register or ask about this course online

https://www.hplustraining.com/cities/online/cash-flow-management-and-payment-scheduling-59932

training@hplustraining.com · +44 74 0108 8599 · +90 539 827 59 14