

# Finance For Non-Finance Managers (FNM)

A Six-Week Certificate Course by IBA, University of Dhaka

## Brochure

### BACKGROUND & COURSE OVERVIEW

---

As part of its continuous commitment to enhance management efficiency in changing economic and business dynamics, the Institute of Business Administration (IBA), University of Dhaka is offering a certificate course on “Finance For Non-Finance Managers (FNM)”. No-one in business will succeed if s/he not financially literate – and no business will succeed without financially-literate people. This course is designed to give the participants an introduction to business finance so they can contribute to the success of their business. In general, the course seeks to enable participants to explain and apply the basic principles, tools, and techniques of the financial management. Specifically, the course will explain the fundamentals of finance, goals of finance managers, analysis of financial statements, valuation of securities, forecasting of cash, managing working capital, investment decision, financing decision etc.

### WHO IS IT FOR

---

Every manager needs to understand finance if s/he is to play an active role in organization achieving the organization’s objectives. However, not every manager needs the same level of skill and understanding as specialist financial managers. This is the ideal course for managers and others who don’t have any finance/accounting qualification or background but who nonetheless need to understand finance practices, to interpret financial information and to take decision using financial information. Specifically, this course is a perfect one for the following two groups: i) non-finance professionals at all levels who need to develop an understanding of business finance; and, ii) all staff within a business, company, partnership or charitable organization should have an understanding of finance in order to contribute to their organization’s success.

### BENEFITS FROM THE COURSE

---

- ) Enables all managers to understand finance, allowing them to play a more active role in helping their organization achieve its objective;
- ) Demonstrates a manager's understanding of financial management processes; and,
- ) Helps managers develop their financial understanding, understand how their decisions affect an organization’s financial performance and improve their organization’s financial performance.

### ELIGIBILITY CRITERIA

---

Prospective candidates must fulfill the following criteria for admission:

- Bachelor’s degree in any discipline; and,
- Minimum 2 (two) years of work experience with reputed organization/s (work experience can be relaxed for exceptional candidates);

## **APPLICATION PROCEDURE**

---

Candidates fulfilling the above requirements should apply using the prescribed application form available at [www.iba-du.edu](http://www.iba-du.edu). Completed applications are to be submitted at MDP Office, Room# 402 (3<sup>rd</sup> Floor), IBA, University of Dhaka.

## **ADMISSION & COURSE FEES**

---

Eligible candidates will be called to appear before an interview board for final selection. Selected applicants will have to pay total Tk. 26,500 as course fees.

## **CLASS SCHEDULE**

---

A total of 12 classes will be held in six weeks and classes will be held at IBA premises on Fridays only from 3:30 PM to 6:00 PM and from 7:00 PM to 9:30 PM.

## **ASSESSMENT & CERTIFICATION**

---

The course assessment will be done through individual and group assignments, case studies and examinations. On successful completion of the course, participants will be awarded a certificate issued by IBA, University of Dhaka. As the course is gradually build up from foundation knowledge in early sessions to applications in alter classes, participants should ensure that they do not miss any class. At least 70% attendance is needed as minimum for successfully completing the course.

## **KEY RESOURCE PERSONS**

---

The resource persons for the program comprise faculty members from IBA, University of Dhaka and other reputed business schools of Bangladesh. Leading finance professionals from the industry will also conduct business sessions.

## **CONTACT DETAILS**

---

For application and other information please contact:

### **Management Development Program (MDP)**

Room# 402, IBA

University of Dhaka, Dhaka 1000

Phone: +88-02-9664691

Cell: +88-01766993390

E-mail: [mdp@iba-du.edu](mailto:mdp@iba-du.edu)

Website: [www.iba-du.edu](http://www.iba-du.edu)

## **COURSE ADMINISTRATOR**

---

### **Dr. Md. Mohiuddin**

Associate Professor &

Chairperson, MDP

Institute of Business Administration

University of Dhaka

PhD (Cardiff, UK), PGD (Cardiff, UK)

MBA in Finance (IBA, DU), BBA in Accounting (FBS, DU)