



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

Tel: +27 12 004 8389 · Mobile: +27 65 077 6310

Email: apply@aaticd.co.za · Website: www.aaticd.co.za

COURSE BROCHURE

Basic Business Calculations And Financial Mathematics Training

Services / Wholesale and Retail

Unit Standard 117887 · NQF Level 2 · 5 Credits · 2 Days

COURSE OVERVIEW

This course equips learners with the fundamental skills to perform basic business calculations and apply financial mathematics in a workplace context. Participants will gain confidence in handling everyday financial transactions, interpreting numerical data, and making informed business decisions.

Category	Services
Subfield	Wholesale and Retail
Unit Standard	117887
Accreditation	SAQA Accredited · NQF Level 2 · 5 Credits
Duration	2 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply basic arithmetic operations to solve business-related problems.
- Calculate percentages, ratios, and proportions in financial contexts.
- Analyze simple and compound interest scenarios for loans and investments.
- Demonstrate the use of financial calculators and spreadsheet functions for business calculations.
- Interpret and present financial data using graphs and tables.
- Evaluate the impact of discounts, markups, and margins on pricing decisions.

WHO SHOULD ATTEND

- This course is ideal for administrative staff, junior managers, entrepreneurs, and anyone who needs to perform basic financial calculations as part of their daily work responsibilities.

COURSE OUTLINE

Day 1: Foundational Business Calculations and Ratios

- Review of basic arithmetic and order of operations.
- Percentages: increase, decrease, and percentage change.
- Mark-up and margin calculations.
- Simple interest: formula and practical examples.
- Compound interest: formula, frequency of compounding, and effective interest rate.
- Introduction to business ratios: gross profit margin, net profit margin, and mark-up percentage.
- Exercises using real-world business scenarios (e.g., pricing, cost calculations).

Day 2: Financial Mathematics and Practical Applications

- Break-even analysis: fixed costs, variable costs, contribution margin, and break-even point.
- Depreciation: straight-line method and reducing balance method with examples.
- Currency conversion: exchange rates, buying/selling rates, and cross rates.
- Financial statement analysis: income statement and balance sheet basics.
- Liquidity ratios: current ratio and quick ratio.
- Solvency ratios: debt-to-equity ratio and interest coverage ratio.
- Integrated case study: calculate pricing, interest, depreciation, and ratios for a small business.
- Review and assessment of learning outcomes.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **5 NQF credits** at **NQF Level 2**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 15,400.00	R 15,400.00
1	In-House	R 20,000.00	R 20,000.00
1	On-Campus (Pretoria)	R 23,100.00	R 23,100.00

UPCOMING SESSIONS

Start	End	Method	Venue
11 Aug 2026	12 Aug 2026	On-Campus	Durban, South Africa
11 Aug 2026	12 Aug 2026	On-Campus	Pretoria, South Africa
11 Aug 2026	12 Aug 2026	On-Campus	Cape Town, South Africa
13 Aug 2026	14 Aug 2026	On-Campus	Abu Dhabi, UAE
13 Aug 2026	14 Aug 2026	On-Campus	Dubai, UAE
13 Aug 2026	14 Aug 2026	On-Campus	Mauritius
17 Aug 2026	18 Aug 2026	On-Campus	Dubai, UAE
17 Aug 2026	18 Aug 2026	On-Campus	Abu Dhabi, UAE

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 117887) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call **+27 12 004 8389** or WhatsApp **+27 65 077 6310** and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza, 1122 Burnett St, Hatfield 0028, Pretoria, Gauteng, South Africa
Tel: +27 12 004 8389 · WhatsApp: +27 65 077 6310 · apply@aaticd.co.za · www.aaticd.co.za