



Accredited Africa Training Institute for Capacity Development

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

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COURSE BROCHURE

Working Capital Management for Business

Business, Commerce and Management Studies / Generic Management

Unit Standard 252028 · NQF Level 5 · 10 Credits · 7 Days

COURSE OVERVIEW

This course equips learners with the skills to manage working capital effectively, ensuring optimal liquidity, profitability, and operational efficiency. Participants will learn to analyze cash conversion cycles, manage receivables and payables, and implement strategies to maintain a healthy balance between current assets and liabilities.

Category	Business, Commerce and Management Studies
Subfield	Generic Management
Unit Standard	252028
Accreditation	SAQA Accredited · NQF Level 5 · 10 Credits
Duration	7 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply principles of working capital management to optimize cash flow and liquidity.
- Analyze the cash conversion cycle and identify opportunities to improve efficiency.
- Evaluate trade-offs between profitability and liquidity in managing current assets and liabilities.
- Design strategies for managing accounts receivable, inventory, and accounts payable.
- Implement controls to monitor and forecast working capital requirements.
- Demonstrate the ability to prepare a working capital management report.

WHO SHOULD ATTEND

- This course is designed for finance professionals, accountants, business owners, and managers responsible for cash flow and working capital management in small to large enterprises.

COURSE OUTLINE

Day 1: Introduction to Working Capital Management

- Definition and scope of working capital
- Components: cash, receivables, inventory, payables
- The cash conversion cycle
- Trade-off between liquidity and profitability
- Overview of working capital policies (aggressive, moderate, conservative)

Day 2: Cash Management

- Motives for holding cash
- Cash budgeting process
- Cash collection strategies (lockbox, concentration banking)
- Cash disbursement strategies (controlled disbursing)
- Baumol and Miller-Orr models
- Electronic funds transfer and banking technologies

Day 3: Receivables Management

- Credit policy components: terms, standards, collection
- Credit analysis: 5 Cs of credit, credit scoring
- Aging of receivables and days sales outstanding (DSO)
- Collection strategies and factoring
- Cost of granting credit vs. lost sales

Day 4: Inventory Management

- Types of inventory and their costs
- Economic Order Quantity (EOQ) model
- Just-in-Time (JIT) inventory system
- ABC analysis and cycle counting
- Safety stock and reorder point
- Inventory turnover ratio

Day 5: Payables Management and Short-Term Financing

- Trade credit terms and stretching payables
- Cost of trade credit (nominal and effective)
- Short-term financing: bank overdrafts, lines of credit, commercial paper
- Secured financing: inventory and receivables loans
- Working capital financing strategies

Day 6: Working Capital Analysis and Performance Measurement

- Liquidity ratios: current, quick, cash ratios
- Efficiency ratios: turnover of cash, receivables, inventory, payables
- Cash conversion cycle analysis
- Working capital statement preparation
- DuPont analysis for working capital
- Industry benchmarking

Day 7: Integrated Working Capital Management and Strategy

- Case study: working capital challenges in a real business

- Strategic working capital management
- Risk management: foreign exchange, interest rate
- Technology in working capital: ERP systems, AI
- Presentation of working capital improvement plan

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 **10 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 29,600.00	R 29,600.00
1	In-House	R 38,500.00	R 38,500.00
1	On-Campus (Pretoria)	R 44,400.00	R 44,400.00

UPCOMING SESSIONS

Start	End	Method	Venue
07 Aug 2026	17 Aug 2026	On-Campus	Pretoria, South Africa
07 Aug 2026	17 Aug 2026	On-Campus	Lagos, Nigeria
10 Aug 2026	18 Aug 2026	On-Campus	Durban, South Africa
10 Aug 2026	18 Aug 2026	On-Campus	Mauritius
11 Aug 2026	19 Aug 2026	On-Campus	Cape Town, South Africa
12 Aug 2026	20 Aug 2026	On-Campus	Dubai, UAE
13 Aug 2026	21 Aug 2026	On-Campus	Pretoria, South Africa
14 Aug 2026	24 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 252028) 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.

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