



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@aatikd.co.za · Website: www.aatikd.co.za

COURSE BROCHURE

Advanced Budgeting and Forecasting

Custom Courses / Accounting and Finance

Unit Standard AATICD-0006 · NQF Level 5 · 10 Credits · 5 Days

COURSE OVERVIEW

This advanced course equips finance professionals with the skills to develop robust budgets and forecasts that drive strategic decision-making. Participants will master sophisticated techniques such as rolling forecasts, scenario planning, and variance analysis, enabling them to navigate financial uncertainties with confidence.

Category	Custom Courses
Subfield	Accounting and Finance
Unit Standard	AATICD-0006
Accreditation	SAQA Accredited · NQF Level 5 · 10 Credits
Duration	5 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply advanced budgeting techniques such as zero-based budgeting and activity-based budgeting to improve resource allocation.
- Analyse financial data to identify trends, risks, and opportunities for accurate forecasting.
- Evaluate the impact of internal and external factors on budget assumptions and forecasts.
- Design comprehensive budgeting and forecasting models that integrate with organisational strategy.
- Implement rolling forecasts and scenario planning to enhance agility in financial planning.
- Demonstrate the ability to present and communicate budget and forecast information effectively to stakeholders.

WHO SHOULD ATTEND

- This course is designed for financial managers, budget analysts, management accountants, and senior finance professionals who are responsible for budgeting, forecasting, and financial planning within their organisations.

COURSE OUTLINE

Day 1: Foundations of Budgeting and Forecasting

- Overview of budgeting and forecasting
- Strategic planning and the budget process
- Types of budgets: operating, capital, cash flow, master budget
- Key concepts: revenue, costs, fixed vs variable, direct vs indirect
- Budgeting principles: accountability, transparency, realism
- The budgeting cycle: preparation, review, approval, implementation, monitoring
- Stakeholders in the budgeting process
- Common challenges in budgeting and forecasting

Day 2: Budget Preparation Techniques

- Budgeting methods: incremental, zero-based, activity-based, rolling
- Estimating revenues: market analysis, historical trends, sales forecasting
- Estimating costs: cost behaviour, cost-volume-profit analysis
- Building the master budget: sales, production, direct materials, labour, overhead
- Cash budget preparation
- Capital budgeting: payback, NPV, IRR
- Budgeting for non-financial resources
- Practical steps in budget preparation

Day 3: Forecasting Methods and Techniques

- Overview of forecasting: purpose and types
- Qualitative methods: Delphi, market research, expert opinion
- Time series methods: moving averages, exponential smoothing, decomposition
- Causal methods: regression analysis, econometric models
- Selecting the right forecasting method
- Measuring forecast error: MAD, MAPE, MSE
- Scenario planning and sensitivity analysis
- Integrating forecasts into budget revisions

Day 4: Budget Implementation, Monitoring, and Control

- Communicating budgets and gaining buy-in
- Budget implementation: roles and responsibilities
- Variance analysis: static vs flexible budgets, price vs volume
- Investigating and reporting variances
- Corrective actions and continuous improvement
- Rolling forecasts and budget revisions
- Budgetary control systems and dashboards
- Ethical considerations in budget management

Day 5: Advanced Topics and Integration

- Activity-based budgeting and cost management
- Beyond budgeting: principles and alternatives
- Capital budgeting: advanced methods and real options
- Risk analysis in budgeting and forecasting
- Linking budgets to performance measurement (KPIs, balanced scorecard)

- Integrating forecasting with financial planning and analysis (FP&A);
- Software and technology for budgeting and forecasting
- Presenting budgets effectively

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 17,700.00	R 17,700.00
1	In-House	R 23,100.00	R 23,100.00
1	On-Campus (Pretoria)	R 26,700.00	R 26,700.00

UPCOMING SESSIONS

Start	End	Method	Venue
24 Aug 2026	28 Aug 2026	On-Campus	Victoria Falls, Zimbabwe
24 Aug 2026	28 Aug 2026	On-Campus	Bangkok, Thailand
31 Aug 2026	04 Sep 2026	On-Campus	Lusaka, Zambia
31 Aug 2026	04 Sep 2026	On-Campus	London, UK
07 Sep 2026	11 Sep 2026	On-Campus	Mauritius
07 Sep 2026	11 Sep 2026	On-Campus	Pretoria, South Africa
07 Sep 2026	11 Sep 2026	On-Campus	Abu Dhabi, UAE
07 Sep 2026	11 Sep 2026	On-Campus	Harare, Zimbabwe

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 AATICD-0006) 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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