

Tentang CareerTrack-Training

CareerTrack Training dan BeProfessionalTheClub adalah divisi pelatihan manajemen dari PT.Proesdeem Indonesia—lembaga konsultan manajemen yang sejak tahun 1995 memfokuskan kegiatannya pada penyelenggaraan pelatihan profesional. Pelatihan yang diselenggarakan oleh CareerTrack Training dan BeProfessionalTheClub senantiasa memadukan aktualitas dan kualitas kurikulum (modul) pelatihan, pelayanan yang prima, dan kapabilitas instrukturinya.

Pelatihan yang diselenggarakan oleh CareerTrack dan BePRO senantiasa mengacu pada perkembangan mutakhir dalam pengelolaan perusahaan yang saat ini berorientasi kepada terciptanya *good corporate governance*.

CareerTrack dan BePRO sejak berdiri tahun 1995 senantiasa berusaha mempertahankan kualitas professional training yang tinggi dengan menerapkan adanya check dan control, sehingga professional training yang diselenggarakan dapat

- menjawab kebutuhan para peserta secara komprehensif dan dengan pendekatan aplikatif
- memfokuskan terhadap solusi yang spesifik dan relevan terhadap perkembangan terkini
- memberikan aspek teknik dan aplikatif yang dibawakan oleh para instruktur yang mumpuni
- memfasilitasi kebutuhan soft skill dalam pengembangan karir dan bisnis

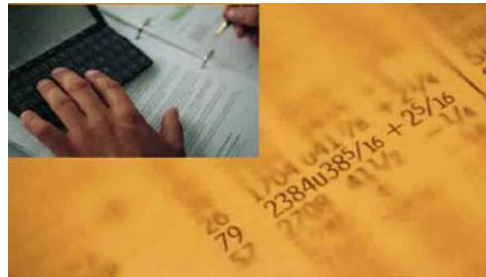
Melalui professional training, CareerTrack dan BePRO dapat membantu perusahaan yang ingin berkembang ataupun memperkuat posisi strategisnya dengan memberikan expertis yang dapat meningkatkan kemampuan dalam

- Mengelola prioritas secara efektif
- Membangun budaya kerja yang produktif
- Meningkatkan job value
- Menyelaraskan kemampuan dengan perkembangan serta kebutuhan terkini
- Menciptakan proses, dan professional terbaik bagi perusahaan.

Web Service Links:

www.BePRO-seminar.com
www.LPAuditorInternal.org
www.theITMP.com
www.PROESDEEM.com

Understanding Financial Reports and How Accounting Really Works



Master the principles of basic accounting! Make better strategic decisions and move business forward by better understanding financial reports.

The language of business in every industry around the globe is rooted in the basic "accounting equation." So keep your accountants on their toes and make sure your books are sound. Use basic accounting principles to uncover and correct problems quickly by double-checking how sales, expenses, equity and debt are recorded. Developed for business professionals who have no work experience in accounting, this seminar walks you through basic accounting and gives you the skills and confidence to speak the "language of business" like a pro.

Who Should Attend

Managers and supervisors who do not work in accounting, but who need to know how basic accounting works; anyone who has recently assumed accounting responsibilities.

How Will You Benefit

- Make more informed decisions and save money
- Reduce costly errors caused by misunderstanding reports
- Understand how and when sales and expenses are recorded
- Impact the bottom line
- Control how your operation's results are reported
- Evaluate the financial results of another division or company

What You Will Cover

- Basic accounting terms and concepts
- Basic accounting processes and what they mean: cash accounting, accruals, allocations, prepaids, receivables, depreciation, amortization, goodwill, inventory, deferrals, reserves
- How transactions are entered into financial records
- Financial reports: including balance sheet, income statement and changes in equity
- Month-end closings: what to expect

Apa yang akan Anda Pelajari:

1. Learning Objectives
 - Demonstrate How Debits and Credits Work Together in the Accounting System
 - Identify the Various Steps of the Accounting Cycle
 - Explain the Audit Trail in the Accounting Cycle to Find and Correct Inputs to the System
 - Identify How Your Responsibilities Fit in the Accounting Process
 - Communicate Confidently Using Accounting Terminology and Acronyms
 - Conduct Each of the Nine Steps of the Accounting Cycle
2. What is Accounting?
 - Explain the Accounting Equation
 - Identify How Business Transactions Affect the Accounting Equation
 - Recognize How Economic Events Can Affect a Business/Organization
3. Accounting vs. Finance
 - Define Accounting, Explaining the Difference between Finance and Accounting
 - Explain the Basic Accounting Principles—GAAP
 - Explain Who Cares About Accounting Information, Why, and Who the Audience Is
 - Explain the Various Types of Accounting—Cost, Managerial, Tax, Financial, and Regulatory
4. Accounting Cycle—Steps 1-4
 - Recognize the Nine Steps of the Accounting Cycle
 - Apply Debits and Credits to Real Business Transactions
 - Post Journal Entries to the General Ledger
 - Verify that Accounts in the General Ledger Balance
5. Accounting Cycle—Steps 5-6
 - Prepare Standard Adjusting Entries
 - Prepare and Adjust Trial Balance
6. Accounting Cycle—Steps 7-9
 - Prepare a Preliminary Financial Statement Using the Worksheet/Template
 - Prepare Closing Entries
 - Prepare a Post-Closing Trial Balance
 - Communicate Understanding of Accounting Concepts and Linkages via Team Presentation

Jadwal Anda			IDR (000)
February	27-28, 2012	Bandung	2.950
April	09-10, 2012	Jakarta	2.950
June	27-28, 2012	Jakarta	2.950
August	09-10, 2012	Bandung	2.950
October	03-04, 2012	Jakarta	2.950
December	17-18, 2012	Jakarta	2.950
• Biaya tidak termasuk pajak (PPN & PPh), akomodasi dan transportasi			

Ketentuan Lokasi & Pelaksanaan

Jakarta: Patra Office Tower#1710 atau Hotel Puri Denpasar/Peninsula/Ibis Slipi/Century/ atau hotel lainnya yang akan dikonfirmasi melalui undangan seminar.

Bandung: Hotel Golden Flower, Grand Seriti, atau hotel lainnya yang akan dikonfirmasi melalui undangan seminar.

Jumlah peserta minimal untuk pelaksanaan di Bali 8(delapan) orang, Bandung 5(lima) orang, Jakarta 3(tiga) orang sesuai konfirmasi yang kami terima seminggu sebelum pelaksanaan. Dalam hal jumlah peserta kurang dari ketentuan minimal tersebut maka keputusan pelaksanaannya dapat dibicarakan kedua belah pihak untuk mendapatkan solusi terbaik.

Bila Anda menginginkan jadwal dan lokasi yang berbeda dengan yang telah ditentukan di atas silahkan hubungi Customer Service kami melalui telepon 021-520-1627, 021-7073-3816 atau email:

careertrack.indonesia@gmail.com