

Understanding company reports and accounts



A one-day introduction to the preparation and interpretation of company reports and accounts

Why do companies produce reports and accounts? Who reads them – and what are the rules about what goes in (and what stays out)? This one-day course looks at the legal requirements on the signing off, auditing and publishing of reports and accounts, and examines in detail the various components included therein – from the P&L to the balance sheet, the business review to the directors' and auditors' reports.

Delegates will be given tips on how best to read company accounts, and the day concludes with a discussion session in which they will apply their learning by analysing the published accounts of a major listed business.

Programme

09:00

Registration & tea/coffee

The obligation to publish reports and accounts

Approval and signature
Audit requirements
Time limits
Obligations of different types of companies

What must be published?

Profit and loss accounts and notes
Balance sheet and notes
Cash flow statement
Directors' report
Business review
Directors' remuneration report
Audit report
Group accounts

The right approach to reading accounts

The right attitude
Necessary skepticism
Traps to avoid

The profit and loss account

Detailed study of the profit and loss account
Key points to look for
Practical questions

The balance sheet

Detailed study of the balance sheet
Key points to look for
Practical questions

The directors' report and other materials

Detailed study of the directors' report
Key points to look for
Practical questions

Putting it all to the test

The rest of the day will be spent discussing and analysing the latest published accounts of a major listed company. This will include an examination of key ratios such as gearing, return on capital employed, number of days credit taken etc.

17:00

Close
