



Basics of Budgeting: Become a Better Business Planner (Series: Viva-Crisp Fifty-Minute)

By Terry Dickey

Viva Books, 2011. Softcover. Book Condition: New. 2nd edition. Have you just been asked to create your first budget? Have you learned from experience that there are skills you need help with? You can gain practical tips and techniques quickly to help you participate in the budgeting process with confidence. Learn skills proven in the real world that you can apply on the job right away. Basics of Budgeting covers exactly that: the common elements within income statements and departmental expense reports and the calculations that address common challenge in each. You'll learn how to: ? Understand and apply the principles of strategic planning ? Accurately budget for sales, labor, depreciation and other expenses ? Present your own budgets successfully ? Review the budgets of others with greater understanding Contents: Part 1: The Basics of Planning ? Why Brother? Reasons Companies Plan ? The Planning Cycle ? The Planning Philosophies ? Effective Planning in Your Organization ? Standards of Precision ? The Information Frontier ? Rules for Jungle Fighters ? Part 2: How to Build a Strategic Plan ? How to Build Plans Efficiently ? A Strategic Plan ? The Mission Statement ? Analyzing the External Environment ? Analyzing the...



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