

**P. C. E. T.'s**

**S. B. Patil Institute of Management**

**907 – Certification Course for Finance  
Syllabus for 2021 – 22**



# Coverage of Training 2021-22

## **Course Title: Financial Analysis and Modelling with Microsoft Excel**

### **\*\*Course Description:\*\***

This course provides a comprehensive introduction to financial analysis and modelling using Microsoft Excel. It covers the fundamental Excel skills needed for financial analysis, progresses through accounting principles and financial statement analysis, introduces the basics of financial modelling, and culminates in advanced topics such as discounted cash flow analysis and report writing.

### **\*\*Course Modules:\*\***

#### **\*\*Module 1: Introduction to Microsoft Excel for Finance\*\***

- Formatting of Excel Sheets
- Sorting & Filter Techniques
- Advanced Lookups: Vlookup, Match, Offset, and Pivot Tables
- Mathematical Functions: Sum, SumIf, and SumProduct
- Financial Functions: NPV, XIRR, PV, FV
- Data Visualization: Creating 2-Axis Charts and Graphs
- Advanced Excel: Table Formulas and Scenario Building

#### **\*\*Module 2: Accounting Fundamentals\*\***

- Understanding Financial Statements
- Measuring Leverage in Financial Analysis
- Types of Budgets and Their Applications
- Time Value of Money Concepts
- Cost of Capital Calculation
- Analyzing Accounting Ratios
- Valuation Ratios (P/E, P/S, EV/EBITDA, etc.)
- Analyzing Trading Comparables

#### **\*\*Module 3: Financial Modelling - Part I\*\***

- Introduction to Financial Modelling
- Revenue Driver Analysis: Forecasting Geographic & Segment Revenues
- Forecasting the Income Statement
- Forecasting the Balance Sheet
- Cash Flow Calculations and Analysis
- Building an Equity Module
- Dividend Modules in Financial Modelling

#### **\*\*Module 4: Financial Modelling - Part II\*\***

- Debt Repayment Scheduling
- Fixed Asset Scheduling and Management
- Free Cash Flow to Firm (FCFF) and Free Cash Flow to Equity (FCFE) Models
- Dividend Discount Models

- Calculating Enterprise Value (EV)
- Estimating Terminal Value in Financial Models
- Valuation Techniques: Discounted Cash Flow Method

**\*\*Module 5: Discounted Cash Flow Analysis and Report Writing\*\***

- Preparing Presentation Sheets for Financial Analysis
- Crafting a Comprehensive Company Overview
- Sector Overview and Analysis
- Principles of Discounted Cash Flow Analysis
- Report Writing Techniques for Financial Analysis

**Course Title: Mergers and Acquisitions Foundation**

**Introduction to Mergers and Acquisitions**

- Overview of M&A
- Types of Mergers and Acquisitions
- Strategic Reasons for M&A

**Analyzing Merger Deals**

**Preparing Consolidated Financial Statements**

- Accounting for Mergers
- Impact on Financial Statements

**Calculation of Accretion and Dilution Ratios**

- Understanding Accretion and Dilution
- Calculating Earnings Per Share (EPS) Post-Merger
- Impact on Shareholder Value

**Valuing Deal Synergies**

- Types of Synergies: Cost and Revenue Synergies
- Quantifying and Valuing Synergies
- Challenges in Synergy Valuation

**Business Valuation in M&A**

- Valuation Techniques: Comparables, Precedent Transactions
- Valuing a Business Based on Cash and Equity Contributions

**\*\*Course Delivery:\*\***

The course will be delivered through a combination of lectures, hands-on Excel exercises, case studies, and project work to ensure a practical understanding of financial analysis and modelling.

**\*\*Assessment Methods:\*\***

Students will be assessed through quizzes, individual assignments, group projects, and a final comprehensive project that encompasses all elements of the course.

**\*\*Recommended Prerequisites:\*\***

Basic knowledge of finance and proficiency in Microsoft Excel are recommended for this course.

This syllabus outlines the structure and content of the course, providing a clear pathway for learning financial analysis and modelling skills.