



Budgeting Basics

Course objectives

Successful completion of this course will increase your knowledge and ability to:

- ✓ Understand the reasons for budgeting
- ✓ Identify different types of budgets and their implications
- ✓ Understand the planning and research involved in creating a budget
- ✓ Create a budget
- ✓ Negotiate and sell the budget to management
- ✓ Manage a budget once it is established