

Cash Cycle Management: AR and AP Best Practices Training

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Geneva (Switzerland)

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Cash Cycle Management: AR and AP Best Practices Training

~~R2022065113453~~ **Location:** Geneva (Switzerland) **Fees:** 5200 GBP

Why This Course

Effective management of accounts receivable AR and accounts payable AP is essential for maintaining healthy cash flow and optimizing working capital. Organizations that manage their cash conversion cycle efficiently can improve liquidity, reduce financial risk, and strengthen relationships with both customers and suppliers.

This intensive 5-day program is designed to help finance professionals develop advanced strategies for managing AR and AP processes. Participants will explore best practices in credit management, collection strategies, payment optimization, and automation technologies. Through practical examples and real-world case studies, the course equips participants with the tools needed to improve cash flow performance and strengthen financial operations.

What You'll Learn and Practice

By participating in this program, you will:

- Apply best practices in accounts receivable and accounts payable management.
- Develop strategies to reduce Days Sales Outstanding DSO.
- Optimize the cash conversion cycle and improve working capital management.
- Implement efficient invoicing, collection, and payment processes.
- Use technology and automation tools to streamline AR and AP operations.
- Monitor financial performance using relevant KPIs and financial metrics.

The Program Flow

Day 1: Foundations of Cash Cycle Management

- Understanding the cash conversion cycle and its components.
- Exploring the roles of accounts receivable and accounts payable in cash management.
- Evaluating the impact of efficient cash management on financial performance.
- Developing techniques for accurate cash flow forecasting.

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A graphic of a chessboard with several chess pieces (a king, a queen, a rook, and a pawn) on it. The board is white and black, and the pieces are gold and silver.

Day 2: Optimizing Accounts Receivable

- Developing structured credit policies and approval processes.
- Implementing strategies to reduce Days Sales Outstanding DSO.
- Improving invoicing accuracy and collection procedures.
- Managing customer relationships to encourage timely payments.

Day 3: Streamlining Accounts Payable

- Negotiating favorable payment terms with suppliers.
- Applying early payment discount strategies.
- Automating AP processes to improve efficiency and accuracy.
- Managing vendor relationships and controlling cash outflows.

Day 4: Leveraging Technology in Cash Cycle Management

- Exploring automation tools and digital platforms for AR and AP.
- Implementing electronic invoicing and payment systems.
- Using data analytics to improve cash flow management.
- Addressing cybersecurity risks in financial transactions.

Day 5: Performance Measurement and Continuous Improvement

- Identifying key performance indicators for AR and AP processes.
- Benchmarking performance against industry best practices.
- Implementing strategies for continuous process improvement.
- Developing an action plan for improving cash cycle performance.

Individual Impact

- Strengthen expertise in managing accounts receivable and payable processes.
- Improve analytical skills for evaluating cash flow performance.
- Gain practical knowledge of automation and digital finance tools.
- Develop confidence in implementing effective credit and payment strategies.

Work Impact

- Improve organizational cash flow and liquidity management.
- Reduce DSO and enhance collection efficiency.
- Optimize working capital through better payment management.
- Increase operational efficiency through automation and process improvement.

A graphic of a chessboard with several chess pieces, including a king, queen, and pawns, arranged on it. The board is white and black, and the pieces are gold and silver.

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Training Methodology

This program combines financial management frameworks with practical learning activities to ensure participants gain applicable skills. Training methods include:

- Interactive workshops and guided discussions.
- Case studies on AR and AP optimization strategies.
- Practical exercises on cash flow forecasting and KPI analysis.
- Group activities focused on credit policy and payment strategies.
- Demonstrations of automation tools and financial technology solutions.

Beyond the Course

By the end of the program, participants will be able to:

- Implement effective strategies to reduce Days Sales Outstanding DSO.
- Optimize accounts payable processes to improve working capital.
- Use technology and automation to streamline financial operations.
- Apply data-driven analysis to enhance cash flow management and financial decision-making.

A graphic of a chessboard with several chess pieces (a king, a queen, and a pawn) in gold and silver, set against a background of concentric circles.

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