

Capital budgeting and investment appraisals  
Make better investment decisions!



**Workshop Program**

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## Capital budgeting and investment appraisals

# Workshop program

### When and where

Date: June 5<sup>th</sup> (on Wednesday), 2013 from 9 a.m. to 4 p.m.

Venue: Central London, United Kingdom

Date: June 26<sup>th</sup> (on Wednesday), 2013 from 9 a.m. to 4 p.m.

Venue: Birmingham, United Kingdom

### Registrations:

E-mail: [info@datapartner.fi](mailto:info@datapartner.fi) or telephone +44 (0) 20 3239 3050

### The aim of the workshop

You will discover the fast and efficient techniques of cash-flow modeling, profitability analysis and project comparisons. You will learn about best practices regarding capital budgeting process - incorporated by leading organizations in the world, for example Daimler, Stora Enso, Fortum, Neste Oil and many more. You will discover how to analyze an investment project using Discounted Cash Flow (DCF) method with the help of **Invest for Excel**<sup>®</sup> software. All essential steps will be taken into consideration – building the cash flow model, profitability analysis, sensitivity analysis, break even, scenarios management, creating investment proposal. By demonstrating structured still flexible approach in cash flow modeling, the workshop will help to define the organization/ group policies regarding capital budgeting.

### For whom

- All Finance Professionals,
- CFO's and Finance Managers,
- Investment Analysts,
- Controllers,



- Managers responsible for Strategy and Planning or Development,
- Entrepreneurs and small business CEO's,
- Anyone, who needs to understand how to build a cash flow model, select the best projects for realizations and avoid bad investments.

### The format of the workshop



To provide most practical experience of creating an investment analysis step by step, participants will be requested to make all calculations individually on their PC's, using Invest for Excel® software programmed in Microsoft Excel. The program is intuitive, easy to use and provides analytical features for investment feasibility studies.

### Workshop agenda

Participants take active part in a workshop and are guided by a tutor in performing all calculations.

- Introduction - the discounted cash flow methodology

#### Practical case study

- Setting-up cash flow model step-by-step
- Focus on Capital Expenditures and depreciation methods
- Modeling of Incomes and costs
- Cash-flow analysis
- Balance sheet analysis
- Working capital analysis
- Profitability analysis, performance ratios (NPV, IRR, MIRR, Payback, RONA, EVA)
- Sensitivity analysis
- Finding break-even
- Investments comparison techniques
- Investments consolidation techniques
- Margin calculation - Difference between before and after investment
- Creation of investment proposal



### Detailed description

The aim of this workshop is to give you a basic knowledge on how to create a cash flow-based model for investment feasibility studies using Invest for Excel® software. The participants will actively take part in all calculations. You will be introduced to all steps of investment calculation and profitability analysis. You will see the best framework for organizing your calculation and you will get basic understanding on how various investment elements affect the profitability ratios, profit and loss account, cash flow statement, working capital and balance sheet. You will learn interpreting the profitability reports and perform sensitivity analysis. You will also learn to recognize which parameters of your investment are the most sensitive and involve the most risk. During the training the techniques how to compare or consolidate various investment projects will be covered. We will also give a focus on how to create a margin calculation. The margin calculation answers the question whether it is better to keep a status quo scenario or to change it. The profitability ratios refer to just the difference between status quo and changed scenario. You will also be introduced to the financing module, where you can define the financing scheme for your investment. Finally, we will show you the best templates for creating the investment appraisal, which can be used in your company or externally when you need to motivate your investment in a professional way.

*In summary, you will learn how to create investment cash-flow based models and how to analyze them using Invest for Excel® software in a practical way.*

*The training is focused on conducting practical investment case studies. All participants actively take part in workshop and make all calculations individually, guided by a tutor.*

### Prerequisites

Basic knowledge of Microsoft Excel.

### Benefits of attendance

- Learn best practices used in cash flow modeling and apply them in your calculations,
- Discover key performance indicators relevant for decision making and how to analyze them,
- Make better investment decisions through applying consistent analytical approach,
- Learn how to create a professional investment proposal,

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- Become familiar with Invest for Excel® software and evaluate how the software characteristics can add value to your business.

### What are the benefits if I do not know Invest for Excel® software?

The theoretical part of the training (introduction) describes the basis for discounted cash flow methodology, which provides knowledge on how to perform the financial feasibility study and can be applied in all situations. The best practices and techniques on creating investment appraisals learned with the tool can be re-applied to Excel models. The files created with Invest for Excel® are Microsoft Excel files. The advantage of using the software is that it enables broader insight into the concepts and terminology used in capital budgeting and how the project under consideration impacts financial statements, profitability analysis and sensitivity.

### Typical schedule

**08.30** Coffee

**09.00** Class session 1, followed by break

**10.45** Class session 2

**12.30** Lunch

**13.30** Class session 3, followed by break

**15.00** Class session 4,

**15.45** Summary, Questions and Answers

**16:00** The end of the session

### Technical requirements

All participants are required to bring PC's, as the idea of the workshop is to create calculations individually using Invest for Excel® software, guided by a tutor. The system requirements for running Invest for Excel® are as follows:

- Microsoft Excel 2002 (XP), 2003, 2007, 2010 or 2013
- Microsoft Windows 2000, XP, Vista, 7 or 8

### Price and what is included

The participation fee:

270 £ + VAT per participant

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All participants will receive:

- Certificate of completion of the workshop,
- Free Invest for Excel® software test-version in the highest edition Enterprise and will be able to create their investment calculations after the workshop is completed. Test version of Invest for Excel® software is valid for 30 days. The test version works like a full license with some limitations: discount rate is set for 2,75%, the IRR indicator is not calculated.
- Training materials.

### How to register?

Seats are limited; therefore please register now to ensure your attendance. The registration deadline:

- May 28<sup>th</sup> 2013 for the training in London,
- June 19<sup>th</sup> 2013 for the training in Birmingham.

Thank you!

**To register please send your contact details to DataPartner, thank you!**

- E-mail: [info@datapartner.fi](mailto:info@datapartner.fi) or telephone +44 (0) 20 3239 3050

### Cancellation Policy

Participants may cancel up to 2 weeks prior to the event for a full refund. A 20% cancellation fee will apply up to 1 week prior to the event. No refunds will be granted for cancellations made within 1 week of the event. DataPartner reserves the right to cancel the seminar if enrollment is insufficient. Participants will be refunded in full in the event of a cancellation.

### Interested and unable to attend?

If you like to know more about best practices in capital budgeting and discover DataPartner solutions:

- Download the test version of Invest for Excel® software (edition Pro):

<http://www.datapartner.fi/en/download>

- Set up a free consulting meeting with DataPartner expert to discuss your project and find out if it is worth pursuing: e-mail: [info@datapartner.fi](mailto:info@datapartner.fi) or telephone +44 (0) 20 3239 3050

Thank you and welcome!



## About DataPartner

**DataPartner**, established in 1987 in Finland, is a leading provider of software solutions for capital budgeting and valuation, training and consulting company. In Northern Europe, DataPartner is the number 1 software developer for capital budgeting - 50% of TOP 30 of Finland's biggest companies use the Invest for Excel® software for investment and valuation calculations. We have 1 000 Customers worldwide in nearly all industries, which illustrates our ability to incorporate a universal and flexible approach in the software solutions.



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