

aractech

Global Learning for Operational Leaders

ACCOUNTING AND FINANCE | F08

Fast Closing Monthly and Year-End Accounts

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Course content

Why Attend

Month and year-end closings are the ultimate processes of finance where the efforts spent during the period materialize in accurate and timely reports. It is important that such valuable information is developed at a cost that is justified by the benefits gained. Hence, organizations need to always identify inefficiencies in the closing process and apply continuous improvement. This course provides several tools for process analysis and improvements related to closing the books quickly and efficiently.

Course Methodology

- This course focuses on exercises, case studies, and individual and group presentations based on the issues and challenges facing the participants.

Course Objectives

- Describe the different types of closing and list the main activities in the closing cycle
- Utilize assessment tools to pinpoint the disconnect between finance and internal users
- List the steps needed to carry on process improvements in finance and identify the need for closing process redesign
- Practice using process maps to identify closing inefficiencies and present improvement recommendations
- Apply best practices and enhance the monthly closing procedures

Target Audience

- Accountants, finance managers, financial controllers, management accountants, general ledger accountants, accounts receivable and accounts payable accountants, senior accountants and assistant accountants.
- Target Competencies
- Process analysis
- Closing procedures

Course outline

Detailed course outline

Module-by-module outline for Fast Closing Monthly and Year-End Accounts.

Module 1 - Fast closing defined

- Importance and benefits of fast close
- Hard, soft and virtual close
- Elements of soft close
- Vision of 'finance and accounting' function
- Activities and purposes of finance and accounting

Module 2 - The finance function as an added value

- Usefulness of financial information
- Defining the finance function stakeholders
- Disconnect between finance and internal users
- Tools to identify needs assessment and report user satisfaction

Module 3 - Redesign of the finance function

- The paradigm shift
- Top information deficiencies
- Tools to identify the need for a redesign
- Reasons for process redesign
- Three steps to carry on process improvement and finance function redesign

Course outline

Detailed course outline

Module-by-module outline for Fast Closing Monthly and Year-End Accounts.

Module 4 - Planning the fast close process

- Setting up a plan for a fast close
- Pre-close process and activities
- Implementing the plan and staying in control
- Finance process redesign tools and techniques
- Cost and cycle time charts
- Process maps and value analysis

Module 5 - Applying best practices in the close process

- Enhancing the operating cycle

Seminar dates

Available seminar dates

Live dates and pricing for Fast Closing Monthly and Year-End Accounts generated from the course details page.

Date	Location	Format	Fee
15 - 19 June 2026	Barcelona	Classroom	€2,695
20 - 24 July 2026	Paris	Classroom	€3,150
3 - 7 August 2026	Frankfurt	Classroom	€2,275
7 - 11 September 2026	Barcelona	Classroom	€2,695
12 - 16 October 2026	Istanbul	Classroom	€1,995
9 - 13 November 2026	Rome	Classroom	€2,975
14 - 18 December 2026	Munich	Classroom	€2,415

Live online option

Online delivery is available at €1,250.