

Financial Literacy

Title	Duration (minutes)	Author	Course Description
<ul style="list-style-type: none"> Personal Finance Explained 	5	Absorb	<p>In this microlearning module we look at what personal finance is and how you can start to organize your own finances. Personal finance is all about your personal relationship with money. We'll explore some key personal finance concepts and give you some tips for tracking your spending and keeping within a budget to boost your bank balance.</p>
<ul style="list-style-type: none"> Personal Finance Top Tips 	5	Absorb	<p>In this microlearning module we'll give you some practical tips for managing your personal finance. If you want to manage your money and reduce your debt, there are five key steps you can take. Here we look at these steps in detail. These aren't one-offs, you'll need to follow them over a long period, but they are great habits to have.</p>
<ul style="list-style-type: none"> Finance for Managers: Basic Concepts 	8	Absorb	<p>If you're a manager, you need to think about finance. Regardless of what department or industry you work in, every decision you make has an impact on the overall financial health of your company. In this course, we'll go over some basic financial concepts that all managers should know.</p>
<ul style="list-style-type: none"> Finance for Managers: Creating and Managing a Budget 	8	Absorb	<p>Managing and tracking income and expenses are a part of every manager's job, and this means creating a budget. In this course, we'll discuss why a budget is necessary, how to prepare and analyze one, and how you can use your budget to forecast future income and expenses.</p>
<ul style="list-style-type: none"> Finance for Managers: Objectives of Financial Management 	8	Absorb	<p>Financial management is important, and it can help you do your job more effectively. In this course you will learn four important objectives of financial management, maximizing profits, managing cash flow, developing financial scenarios and communicating effectively.</p>
<ul style="list-style-type: none"> Finance for Managers: Types of Financial Management Activities 	8	Absorb	<p>As a manager, you will be responsible for at least some of the financial activities relevant to your team or department. In this course, we'll go over some standard financial management activities.</p>