

Accounting And Finance For Non Specialists

Financial reports speak their own language, and managers without a strong finance background often find themselves bewildered by what is being said. Finance for NonFinancial Managers helps managers become familiar with essential financial information, showing them how to "speak the language of numbers" and implement financial data in their daily business decisions. In addition, it clarifies how and why financial decisions impact business and operational objectives.

This book is intended to help professionals gain an extensive working knowledge of critical financial principles in an easy-to-follow manner. This book is intended to help professionals, especially from functional areas other than finance—such as sales, marketing, human resource, research and development, production, and procurement—to gain an extensive working knowledge of critical financial principles in an easy-to-follow manner, enabling them to make critical business decisions involving cost-savings, budgets, new projects decisions, and growth strategies. The author introduces the key concepts of finance so you can contribute to the success of your business. These will help you understand the language used by accountants and how financial statements fit together. Furthermore, you will understand how to use ratio analysis to get a sense of the company's performance. In addition, readers will learn

the concepts of management accounting and various kinds of decisions, including make-or-buy and shutdown. Readers will gain an understanding of how to implement budgeting and working capital management. The exciting part is also the chapter on investment appraisal, where readers will learn how to evaluate business proposals from a return standpoint.

This package includes a physical copy of Accounting & Finance for Non-Specialists, Tenth Edition, by Peter Atrill and Eddie McLaney as well as access to the eText and MyLab Accounting. To access the eText and MyLab Accounting you need a course ID from your instructor. The 10th edition of this market-leading text offers an accessible, effective introduction to key accounting and finance topics. If you are new to accounting, or are studying a degree in accounting, this book will help you get to grips with the important principles of accounting and how to apply your learning to real-world business scenarios in a user-friendly manner.

Now in its 10th edition, Accounting for Non-Accountants provides the perfect introduction to the basics of accounting and finance. Designed for non-specialists with little or no background in accounting, it guides readers through the maze of financial terms and accounting concepts and techniques in a clear and easy-to-follow style. Updated for 2015, Accounting for Non-Accountants includes information on the new UK GAAP accounting standards as well as an overview of current international

standards, and is structured to provide in-depth understanding in three key areas: annual accounts (including income statements, balance sheets, cash flow and reporting standards); management accounting (costing, marginal costing and budgetary controls); and financial management (including the cost of capital, working capital, investment appraisal and performance analysis).

Finance for Non-Finance People

An Introduction

What Non-Financial Managers Need to Know

Accounting and Financial Fundamentals for NonFinancial Executives

Accounting and Finance for Non-Specialists with Onekey Coursecompass Access

Card, Accounting and Finance for Non- Specialists

Accounting and Finance: An Introduction, now in its eighth edition, contains all the information you need to start your business career. With its use of practical techniques and real-world examples, this best-selling text teaches you the basics of understanding and using financial information. This comprehensive guide covers financial accounting, management accounting and financial management in a single text, and provides you with the tools to make informed, successful business decisions. Key Features Up-to-date coverage, including the latest IFRSs and corporate governance content plus a discussion of financing and dividend policies Accessible step-by-step approach helps you master the subject one step at a time New real world examples provide

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opportunities to apply and develop techniques Progress checks, activities and exercises reinforce learning Focus on decision-making prepares you for careers in business Eddie McLaney is Visiting Fellow in Accounting and Finance at Plymouth University. Peter Atrill is a freelance academic and author working with leading institutions in the UK, Europe and SE Asia. He was previously Head of Accounting and law and Head of Business and Management at the Plymouth University Business School J. Fred Weston provides managers and executives with the information they need to understand essential accounting principles, from vocabulary and financial statements to cash flow and valuation. Covering balance sheets, income statements, reporting measures, and even essential ratios, this practical, in-depth book provides a one-stop, reference for all aspects of finance and accounting, and will help managers take essential steps toward making informed decisions based on the numbers they face every business day.

Understand the language of finance, so you can make better decisions, and make them more confidently. * Transform complex financial data into knowledge for action. *Use KPIs and ratios to assess business health and identify 'warning signals' *Make better choices about capital investments. *Communicate more effectively with financial professionals. *Build skills that are essential to helping businesses achieve their goals -- and to moving forward in your career. FT Guide to Finance for Non-Financial Managers teaches non-financial managers the language of finance, so they can translate complex financial data into actionable knowledge for better decision-making. In plain English, Jo Haigh introduces techniques that can make every business

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professional more effective -- both in the business, and in their own careers. Haigh shows how to:

- * *Accurately interpret financial reports, and understand the drivers of profit and loss.
- *Recognize the difference between cash and profit.
- *Understand balance sheets.
- *Work with budgets and forecasts.
- *Use Key Performance Indicators (KPIs) and business ratios.
- *Assess the health of the business, and quickly identify 'warning signals' so they can be addressed early and cost-effectively.
- *Identify opportunities to increase profits and solve business problems.
- *Compare capital projects and choose better investments.
- *Communicate and coordinate more effectively with financial professionals.
- *Take a more proactive role in helping the business achieve its goals

The book includes a complete glossary of finance and investing terms, as well as many sample documents, from KPI summaries to sample full and abbreviated published accounts.

Conceived in response to this shift in approach and the growth of non-specialist classes, the text covers the principles of financial accounting, management accounting and financial management, emphasizing the application and interpretation of information for decision-making. Effective teaching and learning are facilitated through a variety of distinctive features; these are designed to encourage interaction and allow for flexible study and assessment; they have been expanded and improved in this second edition.

Accounting and Finance for Non-Specialists with MyAccountingLab

Finance for Strategic Decision-Making

Accounting and Finance for Non-Specialists

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Financial Management for Non-Financial Managers

Help Is on the Way!

Business Accounting and Finance for Non Specialists is aimed at non-specialist students of accounting and finance on a first course in the subject. It gives a lively and wide-ranging survey of the basic principles of finance, financial accounting and management accounting. The unique approach taken in the first Section of the book is to look at small to medium sized business organisations and their role in the economy ? how they are set up, factors in their success and failure and how they source funds for expansion. This leads to discussion of the role of financial markets and their need for financial information. Sections 2 and 3 then give an account of financial and management accounting principles, respectively. The text is clearly written and technical jargon is minimal - any technical terms are clearly explained and a glossary of terms is provided. The book does not present the hurdle of double-entry bookkeeping at an early stage ? students can progress through the book without double-entry. Illustrative case studies and reference to real-life business examples are used to bring the technical

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information to life. Business Accounting and Finance for Non-specialists includes a large number of worked examples, to give students valuable practice in using their new skills. Other pedagogic elements include aims and learning outcomes, summaries, Case Studies with questions and solutions, individual learning activities, self-test questions with answers provided in the book, and exercises - the answers to which are divided between the book and the Lecturer's Guide/Website. Business Accounting and Finance for Non Specialists is aimed at non-specialist students of accounting and finance on a first course in the subject. It gives a lively and wide-ranging survey of the basic principles of finance, financial accounting and management accounting. The unique approach taken in the first Section of the book is to look at small to medium sized business organisations and their role in the economy ? how they are set up, factors in their success and failure and how they source funds for expansion. This leads to discussion of the role of financial markets and their need for financial information. Sections 2 and 3 then give an account of financial and management accounting principles, respectively. The text is

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This edition of 'Accounting and Finance for Non-Specialists' provides comprehensive coverage of the basic concepts and practical applications of financial accounting, management accounting and financial management.

The 10th edition of this market-leading text offers an accessible, effective introduction to key accounting and finance

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topics. If you are new to accounting, or are studying a degree in accounting, this book will help you get to grips with the important principles of accounting and how to apply your learning to real-world business scenarios in a user-friendly manner. The full text downloaded to your computer With eBooks you can: search for key concepts, words and phrases make highlights and notes as you study share your notes with friends eBooks are downloaded to your computer and accessible either offline through the Bookshelf (available as a free download), available online and also via the iPad and Android apps. Upon purchase, you'll gain instant access to this eBook. Time limit The eBooks products do not have an expiry date. You will continue to access your digital ebook products whilst you have your Bookshelf installed.

The 11th edition of this market-leading text offers an accessible, effective introduction to key accounting and finance topics. With a step-by-step approach and a focus on decision making, Accounting and Finance for Non-Specialists teaches you how to apply your learning to real-world business scenarios. Finance for Non-Finance Executives

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All the Basics You Need to Know

Finance and Accounting for NonFinancial Managers

The Financial Times Guide to Finance for Non-financial Managers

Accounting and Finance for Non-finance Managers

" ?Is this the right book for me? The world of finance and accountancy can seem one of impenetrable mystery but it is one that many managers have to face in their day to day lives. With its comprehensive coverage of the subject, this book allows you not only to ask pertinent questions but also to understand the answers. Chapter by chapter, the workings of finance are mapped out and laid bare - the formal reports, the methods used to prepare the numbers and what accountants actually do every day. This edition is fully updated to reflect current allowances, rates and regulations and further information. It also includes even more questions (with comprehensive answers) to challenge the reader?s understanding. Finance for Non-Financial Managers includes: Chapter 1: The purpose of accounting Chapter 2: Basic terminology Chapter 3: Accounting concepts and principles Chapter 4: The profit and loss account Chapter 5: The balance sheet Chapter 6: The cash flow statement Chapter 7: Ratio analysis Chapter 8: Users of financial information Chapter 9: The general ledger Chapter 10: Costing Chapter 11: Standard costing Chapter 12: Variance analysis Chapter

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13: Two more things on costing Chapter 14: The audit of annual accounts
Chapter 15: Tricks of the trade Chapter 16: Financial information for managers
Chapter 17: Capital investment appraisal: experts only! Chapter 18: Activities of
an Accounts department Chapter 19: Cash flow management Chapter 20:
Corporate financial planning Chapter 21: Personal finance: income tax and
national insurance Chapter 22: Personal finance: investment Chapter 23:
Personal finance: capital gains tax and others Learn effortlessly with a new easy
to-read page design and interactive features: Not got much time? One, five and
ten-minute introductions to key principles to get you started. Author insights LO
of instant help with common problems and quick tips for success, based on the
author?s many years of experience. Test yourself Tests in the book and online to
keep track of your progress. Extend your knowledge Extra online articles to give
you a richer understanding of the subject. Five things to remember Quick
refreshers to help you remember the key facts. Try this Innovative exercises
illustrate what you?ve learnt and how to use it? "

In the current environment of cut-throat competition, razor-thin profit margins,
increasing scrutiny from stakeholders, mastering the fundamentals of financial
management is a must for everyone with a stake in their companies and in their
own professional futures. Packed with step-by-step examples and illustrative

case studies, and updated to reflect the latest trends in the economy and in financial policy, *Finance and Accounting for Nonfinancial Managers* is a nuts-and-bolts guide for managers, entrepreneurs, seasoned executives, teachers, and students alike. Featuring new commentary on corporate accountability, updated interactive templates, study questions, and an online instructor's guide, this new edition covers all the key aspects of financial management.

Finance is key to every business organisation as well as outside. This book makes sense of the finance world from a non-finance perspective. It introduces, explains and demystifies essential ideas of business finance to those who do not have financial background or training. Lucid, accessible, yet comprehensive, the book delineates the financial workings of businesses and offers an overview of corporate finance in the global context. The volume: Contains effective tools for financial communication, monitoring, analysis and resource allocation; Provides important learning aids such as figures, tables, illustrations and case studies; Highlights fundamental concepts and applications of finance; Surveys global corporate practices, recent trends and current data. This updated second edition contains new sections on Tax Planning, including Income Tax and Goods and Services Tax in India. A guide to building financial acumen, this book will be a useful resource for executive and management development programmes (EDPs)

& MDPs) oriented towards business managers, including MBA programmes. It will benefit business executives, corporate heads, entrepreneurs, government officials, teachers, researchers, and students of management and business, as well as those who deal with finance or financial matters in their daily lives. Make simple sense of complex financial information! The high-profile accounting scandals of recent years have made one thing clear: You can't know too much about the company for which you work. What are the numbers? Where do you find them? How do they affect you and your staff? This fully revised and updated third edition of The McGraw-Hill 36-Hour Course: Finance for Nonfinancial Managers provides a firm grasp on what all the numbers really mean. Designed to let you learn at your own pace, it walks you through: The essential concepts finance, so you can ask intelligent questions and understand the answers Vital statements and reports, with sections on pro forma financial statements and expensing of stock options The auditing process--what is measured, how it's measured, and how you can help ensure accuracy and completeness With chapter-ending quizzes and an online final exam, The McGraw-Hill 36-Hour Course: Finance for Nonfinancial Managers serves as a virtual professor, providing the curriculum you need to crunch the numbers like a pro!

Finance for non-financial managers

Finance for Non-Financial Managers in a Week: Teach Yourself
Accounting and Finance for Non-accountants

Business Accounting and Finance for Non-specialists

Accounting and Finance for Non-Specialists with Account

The highly motivational "in a week" structure of the book provides seven straightforward chapters explaining the key points about the financial life of any company, and at the end there are optional questions to ensure readers have taken it all in. There are also explanatory cartoons and diagrams throughout, to help make this book a more enjoyable and effective learning experience. Written by Roger Mason, a leading expert on business finance as both a coach and a practitioner, this book quickly teaches you the insider secrets you need to know to in order become confident with financial issues. So what are you waiting for? Let this book put you on the fast track to success!

Accounting and Finance for Managers is specifically designed for the needs of MBA, EMBA and MA Business and Management students. It includes worked examples throughout the chapters, as well as real-world scenarios and full exercises at the end of each chapter. The book also includes 'Expert view' notes, which encourage students to think more broadly and present them with further issues to consider. For lecturers, the book begins with an indication of how the course material throughout

the book might be divided over different time periods. Providing coverage of basic bookkeeping, readers will learn how to interpret financial statements and grasp underlying theory, interpret a cash budget and identify potential problems, identify appropriate pricing strategies to fit different markets and products/services and incorporate financial evaluation into operational decision making and problem solving. Online supporting resources for this book include bonus chapters covering topics such as cash flow, investment decisions and business planning, and lecture slides for each chapter.

This book will provide non-specialist managers and students with a firm understanding of business financial matters. Readers will study three areas of business finance: financial accounting, managing finance, and management accounting. The book does not teach bookkeeping and accounting, there is no need to have prior knowledge of double-entry bookkeeping. The book provides an understanding of financial statements, budgets, management accounts statements, and interpretation. This is so important if any competent manager, no matter what their field, is to be able to make effective decisions. By the end of the book, the reader will know how money affects business operations and how they can control finance effectively. The book has been split into chapters with a very simple to follow structure. Chapters will include practical examples and assignments to get some real-world experience,

not just theory. The book is written a way that someone with no prior experience will understand. The book is suitable for those undertaking study in a specialist managerial field, such as marketing, sales, engineering, retail, human resources. The book will be a good reference for a professional who is already a manager of a department looking to grasp a better understanding of business finance. A business owner with the responsibility to oversee financial matters will also find this book very useful. Anthony Dixon has studied Business Management at the University of Derby. He has been a company director and financial controller of a small limited company in the haulage industry. He has written a number of books in the business and property investment field.

Now in its fifth edition, this successful text introduces the basic principles and underlying concepts of accounting and finance. It adopts a practical, non-technical approach, making it the ideal text for students from non-accounting disciplines. The text is written from a 'user' perspective, demonstrating ways in which accounting statements and financial information can be used to improve the quality of decision making.

***Accounting and Finance for the NonFinancial Executive
Multi Pack***

The Fast and Easy Way to Learn the Basics

Accounting and Finance for Non-specialists

They say that numbers don't lie, but what if you can't even read them? Discover how great managers use financial data to guide decisions. Financial analysis reports, budgeting reports, forecasting and measuring reports--sometimes they all run together, don't they? The Essentials of Finance and Accounting for Nonfinancial Managers is here to help. This new edition of a business classic demystifies finance and accounting and gives managers the tools they need to make better decisions. Complete with fresh insights, case studies, and street-level exercises to help non-numbers people master the numbers game, this guide reveals how to: Understand the fundamentals of financial analysis, budgeting, and forecasting Interpret balance sheets, income/cash flow statements, and annual reports Sift through conflicting data to find the most relevant figures Locate key information about competitors and suppliers Analyze variances and calculate break-even points and other vital measures The numbers are too important to allow others to translate for you. The Essentials of Finance and Accounting for Nonfinancial Managers shows you how to read them yourself. Imagine the impact on future decisions when you grasp not only what the numbers mean but can use that insight to drive your business forward.

Were you looking for the book with access to MyAccountingLab? This

product is the book alone, and does NOT come with access to MyAccountingLab. Buy Accounting and Finance for Non-Specialists, Tenth Edition by Peter Atrill and Eddie McLaney with MyAccountingLab access card 5e (ISBN 9781292135601) if you need access to MyLab as well, and save money on this resource. You will also need a course ID from your instructor to access MyAccountingLab. The 10th edition of this market-leading text offers an accessible, effective introduction to key accounting and finance topics. If you are new to accounting, or are studying a degree in accounting, this book will help you get to grips with the important principles of accounting and how to apply your learning to real-world business scenarios in a user-friendly manner.

A guide for businesspeople covers such essentials as financial statements, balance sheets, liabilities, assets, and income statements.

"Filled with crystal-clear examples, the book helps you understand: balance sheets and income/cash flow statements; annual reports; fixed-cost and variable-cost issues; financial analysis, budgeting, and forecasting; and much more"--Back cover.

Accounting & Finance + Myaccountinglab Access Card

The Essentials of Finance and Accounting for Nonfinancial Managers

Finance & Accounting for Nonfinancial Managers

Finance and Accounting for Nonfinancial Managers

Finance for Non-Financial Managers

Finance and Accounting for Nonfinancial Managers, Third Edition, introduces the reader to financial terminology, relates financial measures to operating information, enables the student to understand and apply financial measures to operating performance, and ties all of this to the current business environment. Today's managers, whether supervisors or senior executives, are expected to understand and use financial and operational measures, prepare and utilize budgets, respond to inquiries about the financial consequences of actions taken by them or by their department or team, and understand and use financial and accounting terminology—the common language of business measurement. Written in a conversational, easy-to-understand tone, the course treats finance and accounting from the perspective of users of financial information—it enhances their ability to communicate effectively with subordinates, other managers, senior executives, and accounting and finance professionals. It offers managers the ability to use and analyze financial information to improve the performance of their operations and to identify—and avoid—potential problems. The third edition includes discussion of the continuing transition of financial reporting to an international standard as well as consideration of the effects on accounting and finance resulting from the Recession of 2007-2009. New sections on how to read an annual report and navigating the shifts in the marketplace are also included. This edition has been updated throughout to provide managers with the most current and complete information available. Selected Learning Objectives Participants will learn how to: Prepare budgets Read, understand, and use financial and operational measures Manage short-term assets Relate department performance to the big picture. This is an ebook version of the AMA Self-Study course. If you want to take the course for credit you need to either purchase a hard copy of the course through amasefselfstudy.org or purchase an online version of the

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course through www.flexstudy.com.

Finance for Strategic Decision Making demystifies and clarifies for non-financial executives the basics of financial analysis. It shows how they can make important financial decisions that can critically enhance their institution's ability to respond to competitive challenges, undertake new projects, overcome financial setbacks, and most importantly, create shareholder value. Written by M. P. Narayanan and Vikram K. Nanda—two of the country's leading authorities on financial strategy—this book offers a practical guide for using financial analysis to enhance strategic decision making. The book includes a coherent framework that outlines practical and intellectually sound guidance for executives who must make strategic decisions. Finance for Strategic Decision Making Explains the role of finance in corporate strategy Offers guidance on resource allocation decisions Explores how to determine the right balance of debt and equity capital to maximize firm value Demonstrates how to use payout policy as a strategic tool Clarifies if a merger, acquisition, or divestiture is in the best interest of an organization Shows how to manage risk Reveals how to measure value created and the effectiveness of upper level management Now in its sixth edition, this successful text introduces the basic principles and underlying concepts of accounting and finance. It adopts a practical, non-technical approach, making it the ideal text for students from non-accounting disciplines. The text is written from a 'user' perspective, demonstrating ways in which accounting statements and financial information can be used to improve the quality of decision making.

This multipack consists of Atrill & McLaney: Financial Accounting for Non-Specialists 4th Edition (ISBN 0273679627) and access to the Atrill & McLaney: Financial Accounting for Non-Specialists OneKey online resources. Now in its fourth edition, this successful text introduces the basic principles and underlying concepts of accounting and finance. It adopts a practical, non-technical

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approach, making it the ideal text for students from non-accounting disciplines. The text is written from a 'user' perspective, demonstrating ways in which accounting statements and financial information can be used to improve the quality of decision making.

Online Course Pack

Accounting Essentials for Hospitality Managers

Accounting for Non-accountants

Accounting for Non-Accountants

Accounting and Finance for Non-Specialists PDF ebook

Financial Management for Non-Financial Managers is an accessible, practical and easy to understand guide that will allow any manager to gain confidence in understanding financial matters, managing a budget and dealing with bankers, accountants and finance professionals. A source of invaluable expert advice on all the essential aspects of financial management within the context of running a business, it covers: business structures, accounting and financial statements, analysis and ratios, planning, budgeting, product and service costing, setting selling prices, investment appraisal, finance and working capital, taxation and international transactions. This book explains financial literacy in the context of management, showing how improved awareness of finances can lead to increased value creation and protection for your business. Aimed at the practicing business manager, Financial Management for Non-Financial Managers includes case studies, spreadsheets and worked examples to accompany key skills and practices explained in the book.

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For non-accountant hospitality managers, accounting and financial management is often perceived as an inaccessible part of the business. Yet having a grasp of accounting basics is a key part of management. Using an 'easy to read' style, this book provides a comprehensive overview of the most relevant accounting information for hospitality managers. It demonstrates how to organise and analyse accounting data to help make informed decisions with confidence. With its highly practical approach, this new Edition: Quickly develops the reader's ability to adeptly use and interpret accounting information to further organisational decision making and control Demonstrates how an appropriate analysis of financial reports can drive your business strategy forward from a well-informed base Develops mastery of key accounting concepts through financial decision making cases that take a hospitality manager's perspective on business issues Presents accounting problems in the context of a range of countries and currencies Includes a new chapter that addresses a range of financial management topics that include share market workings, agency issues, dividend policy as well as operating and financial leverage Includes a further new chapter that provides a financial perspective on revenue management Includes accounting problems at the end of each chapter to be used to test knowledge and apply understanding to real life situations Offers extensive web support for instructors and students that includes powerpoint slides, solutions to end of chapter problems, test bank and additional exercises. The book is written in an accessible and engaging style

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and structured logically with useful features throughout to aid students' learning and understanding. It is a key resource for all future hospitality managers.

Do you get the chills when it comes to numbers and figures? Do you always wonder what on earth they're talking about when they present those financial statements? Have you found yourself thrust into a management role that requires you to have to deal with them numbers and you have no clue where to start? You are so good at what you do and a great professional in your field of specialisation but feel so lost when it comes to managing and reporting on finances related to your unit or department.

Well, you are in the right place. Help is on the way. In fact, help is here.

Accounting and Finance for Non-specialists Pearson Higher Education

Accounting and Finance for Non-Specialists with Ft Guide to Using and Interpreting Company Accounts

The McGraw-Hill 36-Hour Course: Finance for Non-Financial Managers 3/E
EBook Edition

Accounting and Finance for Non-Specialists with Accounting Dictionary

ACCOUNTING AND FINANCE FOR NON-SPECIALISTS, 10/E 12 MONTHS.

Have you recently been promoted? Are you starting a new business? Do you suddenly find that you need to know more about finances than you ever expected, but have no time for formal training? If so, you need Accounting and Finance for the Non-Financial Executive. Whether you are a newly promoted middle manager or executive, a marketing

manager of a small company, an entrepreneur, or own your own business, your results will be measured in dollars and cents. You need to know the basics of finance and accounting to make sound business decisions and become successful. Shim shows you the strategies for evaluating investment decisions such as return on investment analysis. You will see what you need to know, what to ask, which tools are important, what to look for, what to do, and how to do it. Easy to read and useful, the book presents many practical examples, illustrations, guidelines, measures, rules of thumb, graphs, diagrams, and tables that make comprehending the subject easy. Accounting and Finance for the Non-Financial Executive prepares you for additional managerial responsibilities. You will be better equipped to prepare, appraise, evaluate, and approve plans to accomplish departmental objectives. You will be able to back up your recommendations with carefully prepared financial support. Whether they are based on marketing, production, or personnel, by learning how to think in terms of finance and accounting you can intelligently express your ideas.

Business Accounting and Finance for Non-Specialist Managers

A Decision-Making Approach

Accounting and Finance for Managers

Accounting and Finance for Non-Finance Professionals

An Integrated Resource Management Guide for the 21st Century