

Up skilled yourself won't  
be complicated because  
we're here for you.



## CONTACT INFO



info@comfori.com  
+60356213630

# FINANCE & ACCOUNT CORE MODULE



CELEBRATING  
**21**  
Years  
OF  
CULTIVATING YOUR  
EMPLOYEES' POTENTIAL





## OUR MODULE : FI049

---

### TOPIC COVERED

- Module 1: Credit Policies Management
- Module 2: The Credit Department and the Customer
- Module 3: The Billing Process
- Module 4: You Made the Sale, It's Time to Collect Your Money
- Module 5: Keeping in Control
- Module 6: The Relationship Between Sales and Credit
- Module 7: Accounts Receivable Process Analysis

### AUDIENCE

Accounts Receivable (AR) department managers, AR staff, AR and revenue accountants, billing and collection clerks, AR specialists, and professionals in accounting and finance who interact with Accounts Receivable.

**We're here to assist you  
to overcome challenges  
& achieve your desired  
goals.**

---

# INFORMATION

---

## INTRODUCTION

This is an intensive workshop on accounts receivable and credit policies management. Sales are important in business; however it is essential to ensure that the amounts sold on credit are ultimately received on a well-timed basis with minimal bad debt losses.

## LEARNING OBJECTIVE

- Define the function of Accounts Receivable (AR) and its role in organisations
- Run the Accounts Receivable process more efficiently
- Apply tools and techniques to effectively monitor AR performance
- Develop effective credit policies that meet company's objectives

All material and information publish here belong to the copyright of Comfori Sdn Bhd. Reproducing this material without the consent of Comfori Sdn Bhd is consider illegal and act of law will be taken.