



THE LAW SOCIETY
OF SINGAPORE

MANAGEMENT ESSENTIALS FOR LAWYERS 2007

FINANCIAL MANAGEMENT FOR NON-FINANCE MANAGERS

Tuesday & Wednesday, 19 & 20 June 2007, 9am-5pm
Conference Room, The Law Society of Singapore

1st run!

**Special Discounts for
Delegates from Small
Law Practices!**

About this Series

The "Management Essentials for Lawyers" series aims to provide cross-disciplinary training for legal professionals by:

1. Exposing them to the latest management theories, tools and best practices; and
2. Illustrating how these may be applied in real life to the business of law.

About this Workshop

In today's globalised market, gaining financial knowledge is no longer an option for most of today's managers and executives. They need to understand ideas and concepts of investment and finance, and obtain hands-on experience with the most current tools to help their organizations gain a competitive advantage.

This practical and interactive 2-day program delves beneath the surface into various aspects of financial management by examining topics such as financing the business, risk and return, investment appraisals, and valuation. You will walk away with powerful insights and frameworks that you can apply immediately to help achieve your business objectives. Finance and investment decisions are inter-related: businesses need funds to invest in projects which, in turn, will generate returns for the firm. In business ventures, how to relate the risk and required investment returns is a challenging task. Finally, how such factors - project evaluation, dividend policy - influence the value of shares and the firm will be discussed.

Divided into 2 modules, Module 1 provides the foundation upon which Module 2 is based. You may choose to attend:

- **Module 1 only; OR**
- **Module 2 only; OR**
- **Modules 1 & 2.**

24 places only, so register early!

Program Methodology

Theory and concepts of fundamental finance and investment will be discussed. Thereafter, methods of valuation of shares, bonds, and company will be introduced. Participants will be given various case studies to support the concepts. Published accounts of public-listed companies, recent corporate development, both local and overseas, will be used to provide "real-life" examples.

Note: Participants are required to bring calculators.

About the Trainer

Mr. Lim Kaim Soon (EMBA (HELSINKI), FCCA (UK), BBA (HONS), NUS)

Lim Kaim Soon graduated from the National University of Singapore with a Bachelors degree (Honours) in Business Administration, majoring in finance and investment. He is a fellow member of the Chartered Association of Certified Accountants, UK. He studied for his Executive MBA at the Helsinki School of Economics, Finland.

Kaim Soon is a corporate trainer specializing in accounting and financial management. Working with various local and overseas consulting and training institutes, he conducts regular workshops, seminars, and trainings to management and staff of statutory boards and business corporations including Hitachi Cable, Housing and Development Board (HDB), Ministry of Community Development Youth & Sports (MCYS), Murata Electronics, YCH International Ltd, Times Publishing Ltd, AON Consulting, Singapore Law Society, etc. Through his firm, Analyz Business Consulting, he provides financial consultancy services to local as well as foreign companies, in Singapore and the People's Republic of China. His areas of specialization include financial and management accounting, corporate investment and financing, as well as corporate due diligence.

Kaim Soon's corporate training methods are unique as the emphasis is application oriented - what you learn can be applied and related to what you do. For example, the "understanding financial statements" workshop is very popular as all participants uses the actual corporate financial data to perform financial analysis. Kaim Soon's past working experience covers financial control and general management in banking, insurance, retail and manufacturing industries. At present, he is the director of Analyz Business Consulting Pte Ltd in charge of overall company operations, business development, financial control, project management, and corporate secretarial matters.

The Law Society's vMCPD Scheme

Programme Category: Business & Management

Training Level: Introductory

Programme Outline

MODULE 1 (19 June 2007)

Day One, 9.00am – 12.30pm

1. Introduction To Financial Management

Goals of financial management; Corporate strategy and financial strategy; Role of finance function; Objectives of business enterprise; Wealth or profit maximisation; Management ethics; Shareholder objectives and agency problem. Risk and return relationship.

2. Financing The Business

Sources of finance; long term versus short term financing; debt versus equity financing; gearing and the long term financing decision; internal sources of finance; venture capital and long term financing

3. LUNCH: 12.30 – 1.30pm

Day One: 1.30 – 5.00pm

4. Measuring the Financial Health

Application of financial ratios. Profitability – return on investment and profit margin measurement; Liquidity and leverage – short term and long term borrowing capacity; Asset management – inventory, trade debtors, and trade creditors; Stock market – Earnings per share, dividend per share, price earning ratio. Case study.

5. Cost of Capital

Cost of funds: debt versus equity; combined cost of capital; benefit and risk of borrowing.

MODULE 2 (20 June 2007)

Day Two: 9.00am – 12.30pm

6. Time Value Of Money Concept

Time value of money concept; future value and present value concepts.

7. Investment Appraisals

Nature of investment decisions; methods of investment appraisal; accounting rate of return; payback period; net present value; internal rate of return; profitability index.

8. LUNCH: 12.30 – 1.30pm

Day Two: 2.00 – 5.00pm

9. Valuation Models

Efficiency of stock exchange. Securities Valuation. Implications to management.

10. Dividend Policy

Payment of dividend versus retention of funds for future growth; "cliente effect"; information signaling; other methods of rewarding shareholders – share buyback, bonus shares, share split.

Practice Area: N/A

CPD Hours: Module 1 or 2 – 6 hrs 30 mins

Both Modules – 13 hours



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Venue:

**The Law Society of Singapore
Conference Room, Level 2
Singapore 058673**

(Registrations will begin at 8.45am on each day)

REGISTRATION FORM

NB: The Law Society reserves the right to postpone or cancel this programme in the event that fewer than 12 registrations are received for each Module.

Name (Dr/Mr/Mrs/Miss/Mdm): _____

Name and Address of Law Firm/Law Corporation/Organisation: _____

Date of Admission: _____ Number of years in Practice: _____

AAS No.: _____ NRIC/Passport No.: _____
(Law Society Members) (Law Society Associate Members & Non Law Society Members)

Position in Law Firm/Law Corporation/Organisation: _____

Tel number: _____ Fax number: _____ Email: _____

Mode of payment:

GIRO DDA ☐

Cheque ☐

Credit Card ☐

(Only for law practices with GIRO accounts with the Law Society)

Law Society Member ☐ **Employee of Singapore law practice** ☐ **SCCA Member** ☐ **Non-member** ☐

Credit card: Mastercard/Visa No. _____ **Card Expiry Date:** _____ (MM/YY)

Cardholder's Name: _____ **Signature:** _____

Kindly note that an administration charge of 3% is applicable for payments made via credit card.

Please circle as appropriate. All prices are inclusive of 5% GST.

	LAW SOCIETY & SCCA MEMBERS, EMPLOYEES OF LOCAL LAW PRACTICES	SMALL FIRM DISCOUNTS (for attendees from law practices with up to 5 lawyers)	NON-MEMBER RATES
Module 1 only (19 June 2007)	\$189.00	\$168.00	\$210.00
Module 2 only (20 June 2007)	\$189.00	\$168.00	\$210.00
Modules 1 & 2 (19 & 20 June 2007)	\$340.20	\$302.40	\$399.00

Cheque payments should be made payable to "The Law Society of Singapore" & arrive at our office with the completed registration form on or before the closing date, Tuesday, 1 June 2007:

The Training & CPD Department
The Law Society of Singapore
39 South Bridge Road (S) 058673

For further enquiries, please contact
The Training & CPD Department at
Tel: (65) 6557 2747 Fax: (65) 6557 2751
E-mail: cpd@lawsoc.org.sg
CPD Portal: www.lawsociety.org.sg/CPD
Website: www.lawsociety.org.sg

REGISTRATION, REFUND & CANCELLATION POLICY

1. Registrations will be confirmed upon receipt of full payment accompanied by a duly completed registration form.
2. The Organisers reserve the right to refuse to register or admit any participant, and to cancel or postpone the course.
3. Substitute delegates are welcomed (e.g. member for member, non-member for non-member), subject to the Law Society Training Department being notified at least 2 working days before the course of the details of the substitute delegate.
4. The Organisers reserve the right to impose a cancellation fee in the event any registrant wishes to withdraw from the course after the registration closing date.
5. The Organisers will not entertain any request for a refund of fees. However a confirmed registrant who has paid in full the course fees but does not turn up for the course will be entitled to collect a set of the materials provided.

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