



## دورة تدريبية في إدارة الحسابات المدينة والسياسات الدائنة



**AGILE LEADERS**  
Training Center

18 - 22 Jan 2027  
كيب تاون

## دورة تدريبية في إدارة الحسابات المدينة والسياسات الدائنة

المرجع: 36363\_27009 التاريخ: 18 - 22 Jan 2027 الموقع: كيب تاون الرسوم: Euro 6000

### Course Overview:

The course is designed to provide in-depth knowledge and practical strategies for managing accounts receivable, implementing credit policies, and optimizing the collection process. This course focuses on best practices in accounts receivable management, credit risk management, AR process optimization, and credit control systems.

Participants will learn about invoice management solutions, AR ageing and collection, and managing overdue accounts, which are critical for improving cash flow and reducing bad debts. By incorporating credit policies best practices and utilizing AR management, attendees will master techniques to streamline receivables processes and enhance overall financial stability.

### Target Audience:

- Accounts Receivable Managers
- Credit Managers
- Financial Controllers
- Treasurers
- Accounts Payable/Receivable Clerks
- Risk Analysts
- Collection Agents

### Targeted Organizational Departments:

- Finance Department
- Credit Management
- Accounts Receivable Team
- Risk Management
- Collections Department
- Treasury and Cash Management

### Targeted Industries:

- Retail
- Manufacturing
- Service-Based Industries
- Healthcare
- Telecommunications
- Financial Services

## Course Offerings:

By the end of this course, participants will be able to:

- Effectively manage accounts receivable and credit policies to optimize cash flow and minimize risk. •
- Implement best practices in invoice management and AR ageing and collection strategies. •
- Use AR management software to streamline credit control systems and improve AR reporting. •
- Conduct thorough credit risk assessments and establish robust debt collection policies. •
- Apply payment collection strategies and improve AR reconciliation techniques for better financial reporting. •
- Leverage credit and collection software for better efficiency and compliance. •

## Training Methodology:

This course will employ a mix of interactive learning, case studies, group discussions, and real-world applications. Each participant will engage in simulated practical scenarios in credit risk management and accounts receivable processes. The course will also feature expert-led sessions to explore credit policy's best practices, enabling participants to learn how to evaluate customer credit risk, optimize collection cycles, and apply invoice management solutions. Feedback sessions will allow learners to refine strategies for managing overdue accounts and automating AR systems.

## Course Toolbox:

- ebook on accounts receivable management and credit risk analysis. •
- Templates and checklists for credit control procedures, invoice dispute resolution, and credit review policies. •
- Reading materials on credit control systems, AR reporting and analytics, and AR cash flow management. •
- Online resources for further learning on credit policies and debt collection strategies. •

## Course Agenda:

### Day 1: Introduction to Accounts Receivable Management

- Overview of Accounts Receivable and its role in financial management Topic 1: •
- Key Principles of Credit Risk Management Topic 2: •
- Best practices for AR Process Optimization Topic 3: •
- Implementing Credit Control Systems for Effective Management Topic 4: •
- Key strategies for AR Aging and Collection management Topic 5: •
- Introduction to Invoice Management Solutions Topic 6: •
- Discuss key challenges and insights from the day's topics Reflection & Review: •

## Day 2: Advanced Credit and Collection Strategies

- In-depth analysis of Credit Risk Analysis techniques Topic 1: •
- Enhancing Collection Cycle Improvement Methods Topic 2: •
- Developing Efficient Payment Collection Strategies Topic 3: •
- Managing Overdue Accounts Effectively Topic 4: •
- Optimizing Credit Limit Management and Policies Topic 5: •
- Using AR Management Methods for Streamlined Operations Topic 6: •
- Key takeaways on improving AR collections and payments Reflection & Review: •

## Day 3: Credit and Receivables Management Methods

- Effective Techniques for AR Cash Flow Management Topic 1: •
- Utilizing Credit and Collection methods in AR operations Topic 2: •
- Credit Review Policies for Ongoing Risk Management Topic 3: •
- AR Reporting and Analytics for Better Decision-making Topic 4: •
- Cash Application Techniques to improve receivables Topic 5: •
- Strategies for AR Reconciliation and accuracy Topic 6: •
- Reflect on tools and Methods applications used in AR Reflection & Review: •

## Day 4: Risk Management and Compliance in AR

- Conducting Customer Credit Risk Assessments Topic 1: •
- Creating Debt Collection Policies for consistency Topic 2: •
- Ensuring Credit and Collection Compliance with industry standards Topic 3: •
- Review and implement Financial Credit Policies Topic 4: •
- Understanding and Applying Receivables Aging Reports Topic 5: •
- Legal and regulatory considerations in AR Topic 6: •
- Evaluate compliance strategies and their effectiveness Reflection & Review: •

## Day 5: Enhancing AR Efficiency and Recovery

- Advanced Credit Management strategies for AR optimization Topic 1: •
- Improving AR Efficiency with automation and technology Topic 2: •
- Techniques for Effective Credit Recovery Best Practices Topic 3: •
- Using Automated Systems for AR Payment Scheduling Topic 4: •
- Optimizing AR Ledger Maintenance Topic 5: •
- Developing a comprehensive AR strategy for sustainable growth Topic 6: •
- Review key learnings and discuss application strategies for long-term success Reflection & Review: •

## How This Course is Different from Other Accounts Receivable Training Courses:

What sets the course apart is its comprehensive, hands-on approach to AR process optimization, credit control systems, and automated AR systems. This course not only covers essential topics such as credit risk management and collection strategies but also emphasizes the use of credit and collection methods and real-time AR reporting and analytics. Participants will gain insights into advanced credit policies best practices and debt collection policies, with practical templates for immediate implementation. Unlike other courses, this program focuses on optimizing cash flow through AR ageing and collection, credit risk analysis, and more, making it a unique and valuable resource for finance professionals.

## فئات الدورات التدريبية

|                                                    |                                                     |
|----------------------------------------------------|-----------------------------------------------------|
| الدورات التدريبية في مجال البيئة والاستدامة        | دورات إدارة الجودة وتطوير العمليات                  |
| دورات إدارة و تحليل البيانات ودورات علم البيانات   | دورات إدارة و تطوير الموارد البشرية                 |
| دورات الذهن السيرياني ودورات تقنية المعلومات       | دورات الاتصال الجماهيري و السياسات والعلاقات العامة |
| دورات التدريب القانوني والهشتريات والتعاقدات       | دورات التسويق وإدارة علاقات العملاء وإدارة المبيعات |
| دورات الحوكمة وإدارة المخاطر والامتثال             | دورات السكرتارية و إدارة المكاتب                    |
| دورات الصحة والسلامة والذهن المهني                 | دورات الصيانة ودورات المجالات الهندسية المتنوعة     |
| دورات المحاسبة و التهويل و دورات الإدارة المالية   | دورات المهارات الشخصية وتطوير الذات                 |
| دورات في مجالات القيادة والإدارة                   | دورات معتمدة من قبل هيئات دولية                     |
| دورات مكتب إدارة المشاريع وإدارة المشاريع الرشيقية |                                                     |



## مدن التدريب

|                                         |                                   |                                      |
|-----------------------------------------|-----------------------------------|--------------------------------------|
| أكرا<br>غانا                            | أثينا<br>اليونان                  | أبوظبي<br>الإمارات العربية المتحدة   |
| الجبيل<br>المملكة العربية السعودية      | استنبول<br>تركيا                  | أهستردام<br>هولندا                   |
| الرياض<br>المملكة العربية السعودية      | الدوحة<br>قطر                     | الدار البيضاء<br>المغرب              |
| المنامة<br>مملكة البحرين                | الكويت<br>الكويت                  | القاهرة<br>مصر                       |
| بالي<br>جمهورية إندونيسيا               | باكو<br>أذربيجان                  | باريس<br>فرنسا                       |
| برشلونة<br>إسبانيا                      | براغ<br>جمهورية التشيك            | بانكوك<br>تايلاند                    |
| بوكيت<br>تايلاند                        | بورتو<br>البرتغال                 | برلين<br>ألمانيا                     |
| جاكارتا<br>جمهورية إندونيسيا            | تورنتو<br>كندا                    | تبليسي<br>جورجيا                     |
| دبي<br>الإمارات العربية المتحدة         | جوهانسبرغ<br>جنوب أفريقيا         | جنيف<br>سويسرا                       |
| سان دييغو<br>الولايات المتحدة الأمريكية | زنجبار<br>تنزانيا                 | روما<br>إيطاليا                      |
| نصر الشيخ<br>مصر                        | سيول<br>كوريا الجنوبية            | سنغافورة<br>سنغافورة                 |
| طشقند<br>أوزبكستان                      | طرابزون<br>تركيا                  | شيكاغو<br>الولايات المتحدة الأمريكية |
| عن بعد<br>منصة زووم                     | عمان<br>المملكة الأردنية الهاشمية | طوكيو<br>اليابان                     |



## مدن التدريب

|                       |                    |                                       |
|-----------------------|--------------------|---------------------------------------|
| كوالالمبور<br>ماليزيا | فيينا<br>النمسا    | فرانكفورت<br>ألمانيا                  |
| لشبونة<br>البرتغال    | لأنكاوي<br>ماليزيا | كيب تاون<br>جنوب إفريقيا              |
| هديد<br>إسبانيا       | ماربيا<br>إسبانيا  | لندن<br>المملكة المتحدة               |
| ميلان<br>إيطاليا      | هونتر<br>سويسرا    | هسقط<br>سلطنة عمان                    |
| نيس<br>فرنسا          | نيروبي<br>كينيا    | هيونج<br>ألمانيا                      |
|                       |                    | نيويورك<br>الولايات المتحدة الأمريكية |