

Controllers Training Program in five stages

Obtain not only a key competitive edge, with both hard and soft skills, but also degrees that companies highly value – the Controllers Certificate CA and Controllers Diploma CA.



Target groups:

- *Managers and employees in controlling, financial accounting as well as in cost accounting, corporate planning, management information systems, business administration and development*
- *Non financial managers from sales, marketing, production etc.*

Proven training concept

Controllers Training Program in five stages has been rigorously adapted over the last 45 years to reflect the latest developments in controlling. Our flagship seminar – stage I – has been conducted to date more than 1,000 times as public seminars and in-house trainings. Each stage can be booked individually and is scheduled many times throughout the year, making it easy to include in your busy calendar.

Stage I – Controllers Best Practice – is also very well suited as a single seminar for managers.

To help you apply your newly acquired skills in practice, numerous feedback sessions are held during the seminar to ensure you have a thorough understanding of the seminar contents.

What awaits you

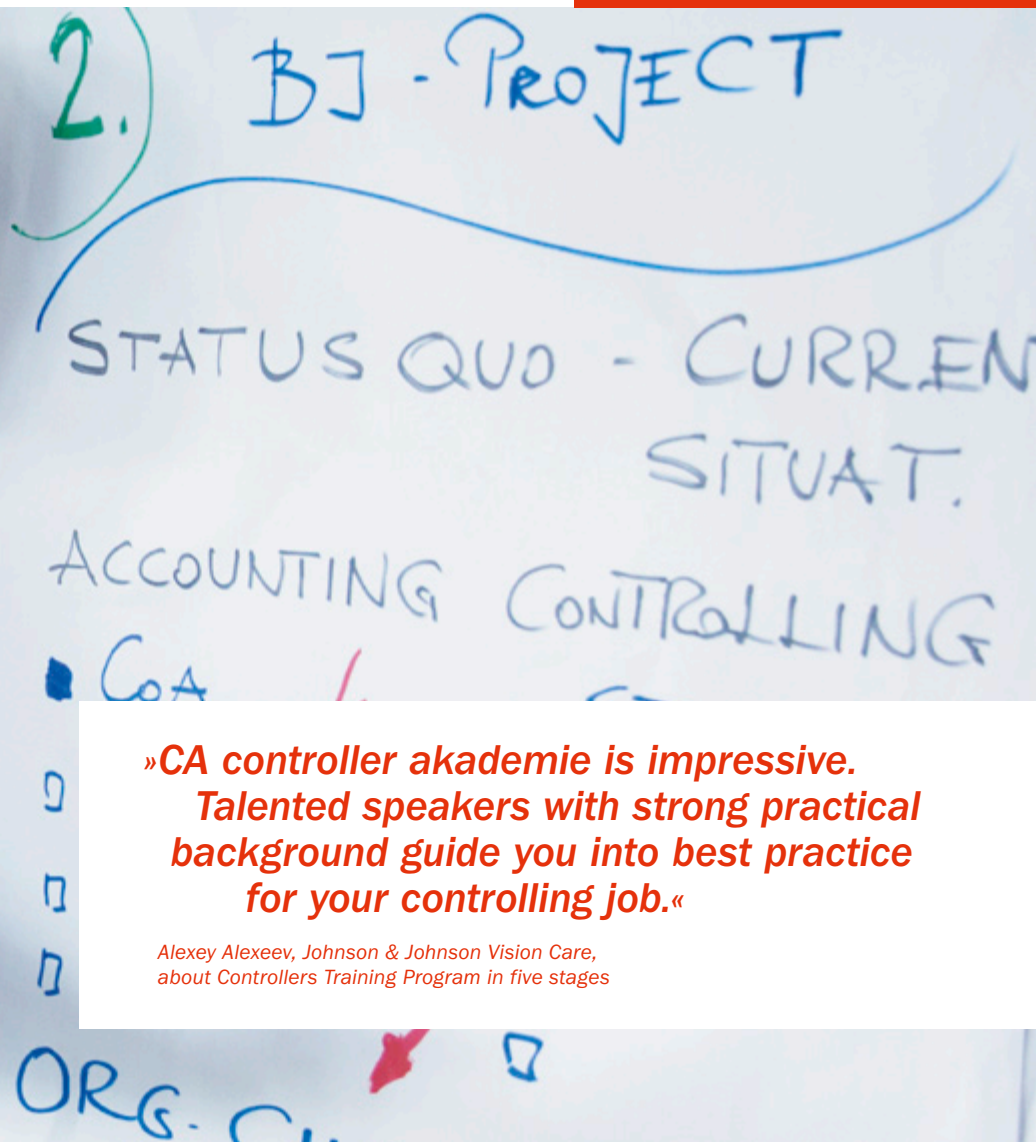
Stage I conveys an overview of the most important components of the controlling system in both its connections and practical implementation. Stages II and III extend, supplement and deepen the controller's toolbox. Stage III additionally teaches the essentials about communication and leadership skills. The workshop stages IV and V focus on the application and implementation of the tools developed. The training of presentation and moderation skills is intensified.

Expand your skill set and sphere of influence. Even the best instruments, tools, results, reports and charts are only as good as the reasoning and presentation skills of the controller. After all, in order to create transparency in a company controllers need an entrepreneurial understanding and psychological flair. The training methods in our seminars take this ambition into account: they focus on the business tools of controllers and their actual application in corporate practice.



IGC-QUALITY LABEL
"CA controller akademie has demonstrated in exquisite detail and in an understandable manner its high level of professionalism, its wealth of experience and its striking continuity."





»CA controller akademie is impressive. Talented speakers with strong practical background guide you into best practice for your controlling job.«

Alexey Alexeev, Johnson & Johnson Vision Care, about Controllers Training Program in five stages

Training Format

We offer you one format in Stage I in English: retreat-training. The retreat-training is designed as intensive training with evening work and a lively exchange of experiences both during and after the seminar. It takes place from Sunday evening until Friday afternoon in a quiet location at one of our seminar hotels.

Degrees

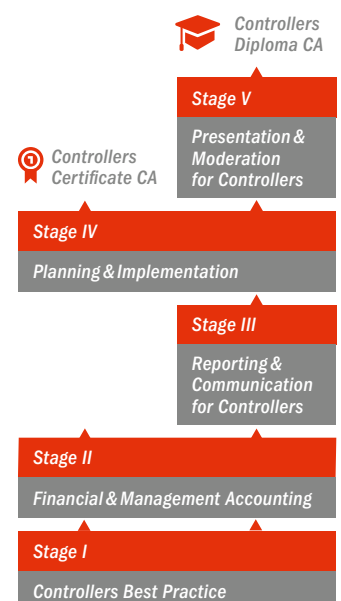
Controllers Certificate CA
Obtaining the Controllers Certificate CA, which requires that you complete stages I, II and IV of the Controllers Training Program in five stages, demonstrates you have attained proven, certified controlling skills. It is intended for participants who are seeking a more streamlined path through the stages program and want to concentrate initially on methodological and functional topics.

Controllers Diploma CA
Controllers Diploma CA certifies your controlling excellence in the role as business partner of management. By successfully completing the Controllers Training Program in five stages your work in actual controlling practice will demonstrate proven communication skills and functional expertise. A self-examination is conducted at the end of stage V when participants make presentations that are evaluated by the trainer and the seminar participants.

Training partnership with FOM

Graduates of the five-stage program (Controllers Diploma) have the opportunity to continue their professional education by participating in the part-time MBA program offered by the FOM University of Applied Sciences (www.fom.de).

„Step by step“ to the Controllers Certificate CA and Controllers Diploma CA





Stufe V

Präsentation & Moderation für Controller

Presentation & Moderation

Ihr Seminarnutzen

- **Sie optimieren Ihre kommunikativen Kompetenzen als Business Partner**
- **Umsetzungshilfe durch zahlreiche Feedback- und Transfereinheiten in Kleingruppen**
- **Techniken und Erfolgsfaktoren zur Lösung komplexer Probleme**

Your benefits

- **Optimise your communication skills as a business partner**
- **Implementation assistance through extensive group feedback to secure know-how transfer**
- **Gain an insight into the techniques and success factors for solving complex problems**

Verbessern Sie Ihre kommunikativen Fähigkeiten, steigern Sie Ihre emotionale Intelligenz und überzeugen Sie so andere.

Von Controllern wird heute auch erwartet, dass sie als Business Partner agieren. Sie müssen schwierige Sachverhalte auf den Punkt bringen, Vorschläge entscheidungsreif vorbereiten und Diskussionen moderieren. Neben fachlichen Qualifikationen braucht es dafür beste Soft Skills. Nach Abschluss der Stufe V kennen Sie die Erfolgsfaktoren beim Lösen komplexer Probleme. Sie haben die wichtigsten Präsentationsregeln mithilfe von Feedback und Videoanalysen erarbeitet und angewandt. Und Sie stärken Ihre Fähigkeit in der „Verkaufsarbeit“ als Controller und Business Partner. Zudem erproben Sie intensiv das Aufgabenfeld des Business Partners als Moderator von Gruppenprozessen.

Workshopinhalt

- I. Methodentraining**
 - Strategische Analyse und strategisches Programm
 - SWOT-Analyse (Strengths, Weaknesses, Opportunities, Threats)
 - Visualisierungs-, Präsentations- und Moderationstechniken
 - Fragetechniken gezielt anwenden, v.a. bei der Moderation
 - Protokolltechnik für „Probleme lösen im Team“
- II. Verhaltenstraining**
 - Fördernde und störende Verhaltensmuster in Teams und vor Plenen
 - Moderation von Teams und Plenen
 - Präsentationsarbeit vor dem Plenum
 - Empfehlungen zum Verhalten in diesen Situationen
 - Videogestützte Analyse
- III. Probleme lösen im Team**
 - Teamanalyse: Phasen der Teamarbeit
 - Teamzusammensetzung und Teameffizienz
 - Beobachten und Rückmelden von Verhalten
 - Strukturierung des Arbeitsprozesses
 - Visualisierung der Arbeitsergebnisse
- IV. Transfersicherung**
 - Reflexion des eigenen Handelns und Wirkens
 - Als Teilnehmer: Was will ich wo, wie und wann umsetzen?
 - Erfolgsfaktoren für die Umsetzung
 - Diplomwürdige Themenpräsentationen



EN

CA seminar in
English

Improve your communication skills and boost your emotional intelligence to persuade others.

Today controllers are also expected to be business partners. They must get to the heart of difficult topics, prepare proposals for decisions and moderate discussions. To do this controllers need not only technical qualifications but also the best possible soft skills. After completing stage V you will know the success factors to solve complex problems. You will develop and apply the most important rules of presentations through feedback and video analysis. And you will strengthen your skills in the “sales” aspects of your work as a controller and business partner. You will also intensively practice the responsibilities of a business partner and as a moderator of group processes.

Workshop Content

I. Method Training

- Strategic analysis and strategic program
- SWOT analysis: Strengths, Weaknesses, Opportunities, Threats
- Visualization, presentation and moderation techniques
- Applying question techniques in a targeted manner, especially when moderating
- Protocol techniques for “problem solving in a team”

II. Personal Skills

- Behavioral indicators for competition or co-operation in teams
- Facilitation and moderation of small groups as well as a plenary session
- Presentation in front of a plenary audience
- Behavioral recommendations in these situations
- Video analysis

III. Solving Complex Problems in Teams

- Phases, which teams go through
- Characteristics of high performing teams
- Guidelines for successful teamwork
- Visualization of results

IV. Transfer into practice

- Develop an awareness of your own actions and impact
- As a participant: what will I put into practice where, how and when?
- Implementation success factors
- Diploma-worthy presentations of top class solutions

Termine — Date

06. – 10. Februar (BEN)
20. – 24. Februar (FEL)
06. – 10. März (FEL)
20. – 24. März (BEN)
03. – 07. April (FEL)
24. – 28. April (BEN)
29. Mai – 02. Juni (FEL)
19 – 23 June (FEL) – English
03. – 07. Juli (FEL)
24. – 28. Juli (FEL)
11. – 15. September (BEN)
23. – 27. Oktober (FEL)
06. – 10. November (BEN)
04. – 08. Dezember (BEN)
11. – 15. Dezember (FEL)

Ort — Place

BEN – Hotel Marina, Bernried
FEL – Hotel Kaiserin Elisabeth,
Feldafing

Seminargebühr — Price

EUR 1.700,-
EUR 1,800,- English

Trainer des Controller Trainings- programms CA

Seite 104 ff.

Weitere Informationen auf unserer
Website unter Seminar-Nr. 5.00

For further information visit
our website at Seminar-No. 9.5