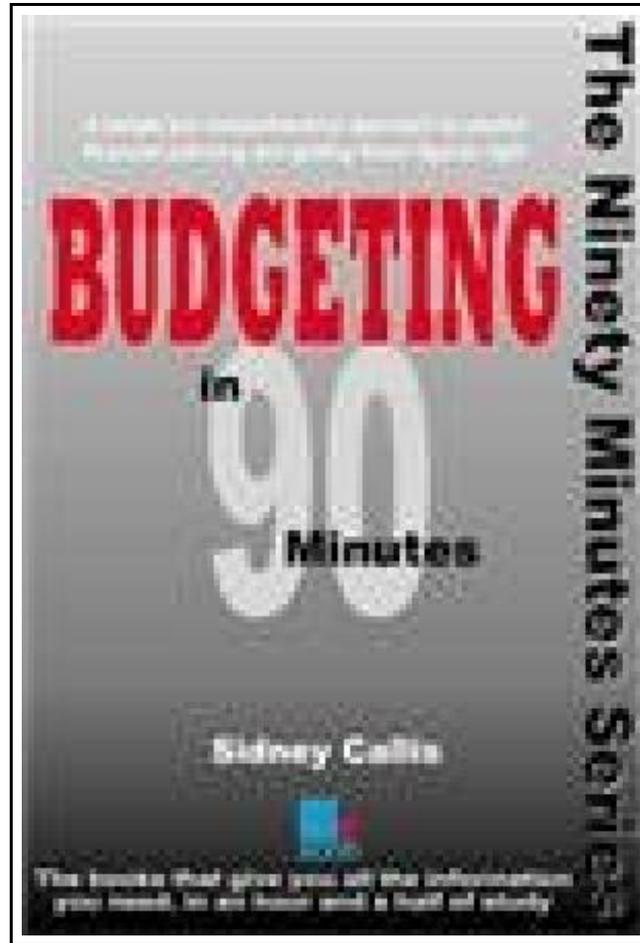


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BUDGETING IN 90 MINUTES



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Management Books 2000 Ltd, 2000. Paperback. Book Condition: new. BRAND NEW, Budgeting in 90 Minutes, Sidney Callis, This is another in the 'in Ninety Minutes' series, which offers readers a comprehensive but easily readable and digestible text, covering a specific topic in an hour and a half of study. "Budgeting in 90 Minutes" has been written to give anyone in business, at any level, a clear understanding of what a budget is, how to compile one and use it. It is one of the functions of management that many managers dread, but it is important that it is done well. The budget is the most effective control tool for the success of any business, no matter how big or small. The book clearly explains the process, demystifies the vocabulary, and will reduce the anxiety often felt by managers when budget time comes round again. As well as having a clear introduction and appendices containing useful, workable examples, the book covers a range of essential areas, including: budgeting and planning - what it is about and the process; budget techniques, responsibility accounting and the operating plan; budget control systems; building the budget from its various components; forecasting - the essential precursor to the budget proper; administering and managing the budget process; and zero base budgeting - shaking up traditional methods. This is a book that will prove invaluable to any business person faced with the daunting task of sorting out the budget, and then following the processes through to a successful conclusion.



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