



COLLEGE AFRICA GROUP
Corporate Training and AI Consulting

AI FOR FINANCE ADVANCED CORPORATE TRAINING PROGRAMME

One-Day Advanced Finance Analysis and Decision Support Course



ADVANCED AI FOR FINANCE FOR FINANCIAL ANALYSIS AND DECISION SUPPORT
Forecast cash. Analyse debtors. Test scenarios. Compare options. Validate before deciding.

ANALYSE	FORECAST	VERIFY	DECIDE
Investigate financial patterns and exceptions	Test cash-flow assumptions and scenarios	Check formulas, sources and material findings	Turn verified analysis into management action

Financial Data → Analyse → Test Assumptions → Verify → Explain → Decide

Better Processes. Stronger Skills. Smarter AI.

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Programme overview

This practical one-day advanced programme helps finance professionals use AI with Excel for deeper financial analysis, forecasting and decision support. Delegates work with Debtors Age Analysis, cash-flow forecasts, profitability and margin analysis, financial scenarios, CFO decision support and commercial comparisons.

The programme is available in two editions: Microsoft Copilot for Finance and ChatGPT for Finance. The finance exercises and outcomes are the same; the AI workflow and prompts are adapted to the platform used by the organisation.

Course method

Financial Data → Analyse → Test Assumptions → Verify → Explain → Decide

Delegates work from verified financial information, use AI to investigate patterns and alternatives, test assumptions in Excel, identify exceptions and risks, and validate every material result before developing a management recommendation.

Who should attend

- CFOs, Finance Managers, Financial Managers and Financial Controllers.
- Management Accountants, Accountants, Finance Analysts and FP&A professionals.
- Debtors, Credit Control and managers responsible for financial or commercial decisions.

Learning outcomes

- Analyse a Debtors Age Analysis and prioritise collection risks.
- Build and test cash-flow forecasts and alternative financial scenarios.
- Analyse profitability, margins and unusual financial exceptions.
- Use modern Excel functions to verify AI-assisted financial analysis.
- Compare financial alternatives and challenge assumptions for management.
- Compare supplier quotations and commercial conditions efficiently.
- Turn verified financial analysis into clear management decisions and communication.



Course content

Module 1 Advanced Excel tools used with AI for Finance

A focused Excel session introduces modern functions used throughout the advanced finance exercises.

- SORTBY — dynamically rank debtors, margins and financial exceptions.
- SEQUENCE — generate future periods for cash-flow forecasting.
- MAXIFS / MINIFS — identify highest and lowest values meeting financial criteria.
- IFS and LET — classify risk and simplify more complex financial formulas.

Module 2 Dynamic Arrays, spill behaviour and financial controls

- Reinforce FILTER with live finance exception lists and Dynamic Array spill ranges.
- Deliberately create and resolve a #SPILL! situation.
- Use conditional formatting to highlight overdue balances, cash risks and margin exceptions.
- Verify AI-assisted findings against Excel calculations and the underlying financial source.
- Separate calculated facts, assumptions, AI interpretations and management recommendations.

Module 3 Advanced AI for Finance working method

Financial Data: Start with verified financial information and clearly defined assumptions.

Analyse: Use AI and Excel to identify patterns, exceptions, risks and possible drivers.

Test Assumptions: Model alternative scenarios rather than accepting one forecast or explanation.

Verify: Check formulas, totals, assumptions, source documents and material AI-generated findings.

Explain and Decide: Turn verified analysis into clear management insight and defensible action.

Practical prompting for advanced finance

Prompts are built around the financial problem, source information, assumptions, required output and verification. The emphasis is on better analysis and judgement rather than memorising prompt formulas.



Module 4 Debtors Age Analysis and cash-flow forecasting

The first two exercises move from historical debtor information into forward-looking cash-flow analysis. AI assists with prioritisation and scenario investigation while Excel remains the financial control model.

Exercise 1 Debtors Age Analysis, risk and collection priorities

- Analyse overdue balances, payment history, disputes, part-payments and payment promises.
- Use FILTER and spill ranges to create a live list of overdue accounts.
- Use SORTBY and conditional formatting to prioritise accounts requiring attention.
- Verify AI-generated collection priorities before contacting customers.

Exercise 2 Cash-flow forecasting and scenario analysis

- Build a short-term cash-flow view using opening cash, receipts, payroll, suppliers and overheads.
- Test delayed customer payments, lower sales, higher supplier costs and early debtor payments.
- Use SEQUENCE and IFS to structure forecast periods and flag potential cash shortfalls.
- Verify whether AI-assisted forecast conclusions are financially realistic.

Exercise 3 Profitability, margins and exceptions

- Compare revenue with genuine profitability across customers, regions or business areas.
- Use MAXIFS, MINIFS and LET to identify financial extremes and simplify analysis.
- Identify margin deterioration, unusual exceptions and possible financial drivers.
- Test AI-generated explanations against the underlying financial and operational information.

Excel skills reinforced

SORTBY, SEQUENCE, MAXIFS, MINIFS, IFS, LET, FILTER, Dynamic Arrays, spill behaviour, conditional formatting and financial exception analysis.

Control principle: AI accelerates the analysis. Excel verifies the numbers. Finance applies the judgement.



Module 5 CFO decision support and commercial comparison

The final practical section moves beyond routine analysis into management choices, commercial trade-offs and clear finance communication.

Exercise 4 CFO decision support

Delegates compare management options with different revenue, cost, investment, cash-flow, margin and risk implications.

- Compare alternatives and identify the financial and commercial trade-offs.
- Challenge assumptions and identify additional information required before a decision.
- Use Excel to test whether options meet defined financial rules and management criteria.
- Develop a financially defensible recommendation rather than asking AI to choose a winner.
- Present the important findings, risks and matters requiring a management decision.

Exercise 5 Compare, report and communicate

Delegates compare two supplier quotations where headline price, delivery, payment terms, warranty and other commercial conditions differ.

- Extract and compare price, VAT, discounts, payment terms, delivery, warranty and exclusions.
- Produce a structured finance comparison showing material differences and risks.
- Turn the verified comparison into a short management report.
- **Prepare a Finance and Procurement meeting agenda or concise decision email.**

The two programme editions

- Microsoft Copilot for Finance: the exercises use Microsoft Copilot with Excel and Microsoft 365.
- ChatGPT for Finance: the same exercises use ChatGPT with Excel, with prompts and workflow adapted for ChatGPT.
- The financial outcomes remain the same. The organisation selects the edition that matches its AI platform.
- Both editions use Excel calculations and source documents as the financial control source.
- The programme is designed around practical finance outcomes rather than a specific premium AI feature.

AI for Finance Advanced principle: AI supports the decision. It does not own the decision.



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Module 6 Workplace application and questions

Delegates apply the advanced course method to realistic finance responsibilities and identify appropriate next steps.

- Identify a finance task where forecasting, exception analysis or decision support could be improved.
- Define the authoritative source data, assumptions and financial controls required.
- Decide where AI can accelerate analysis without removing necessary finance judgement.
- Identify how the result will be verified before it is reported or acted upon.
- Identify organisation-specific information that should not be uploaded or discussed without approval.

AI generates possibilities. Finance verifies the evidence and applies professional judgement.

Recommended one-day schedule

Time	Session
09h00-09h20	Introduction, advanced finance method and platform setup
09h20-10h15	Advanced Excel tools, Dynamic Arrays and spill behaviour
10h15-10h30	Morning break
10h30-11h30	Exercise 1 — Debtors Age Analysis and collection priorities
11h30-12h30	Exercise 2 — Cash-flow forecasting and scenarios
12h30-13h15	Lunch
13h15-14h00	Exercise 3 — Profitability, margins and exceptions
14h00-14h15	Afternoon break
14h15-15h00	Exercise 4 — CFO decision support
15h00-15h30	Exercise 5 — Compare, report and communicate / Q&A

Delivery and preparation

- One-day onsite or instructor-led virtual advanced corporate programme.
- Prepared advanced finance workbooks, scenarios and supplier quotation files supplied for training.
- Delegates should have access to Microsoft Excel and either Microsoft Copilot or ChatGPT, depending on the selected edition.



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- Delegates should already have a working knowledge of their selected AI platform and be comfortable with Excel data and formulas.
- AI for Finance Core is useful but not compulsory where delegates already have suitable finance, Excel and AI experience.

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