



Managing Personal Finance and Debt Stress

Course Outline



Your business outcomes are our priority. Proving impact in real time.

Aim

This workshop will assist the learners to manage their personal finance and recognise why it is important.

About this Course...

Assist the learners to manage their personal finance.

Who Should Attend this Course?

This course is an entry-level course on how to manage finances and budget. It benefits all who are not yet confident in doing so.

Outcome

At the end of this workshop delegates will have the ability to analyse their motivations, behaviours and choices against the criteria for good finance management.

SAQA US ID	NQF LEVEL	CREDITS	US TITLE
243189	1	8	Personal Finance

The unit standards above are an indication of the content of the workshop. Our workshop theories are designed to include the outcomes recommended by SAQA US IDs.

Duration: ½ Day

Content

Topic	What You Will Learn
Understanding Personal Finance	• Explaining personal finance • Income and expenditure • The relevance of planning
Planning and Preparing a Budget	• Fixed income and expenses • Variable income and expenses • Understanding needs and wants • Understanding the cost of having an account
The Importance of Saving	• Building the discipline that leads to saving • Using your bank account wisely • Credit cards • Safety of online banking and cards
The Psychological Effects of Debt	• The link between financial and mental health • How to cope with debt stress • Action plans • Where to find help

Optional Purchases

When ROI and Implementation Matter

At Staff Training, we understand that each individual and/or organisation has unique needs and goals. We have developed a range of valuable, but optional purchases to maximise your training outcomes:

SETA Accredited Training Options

Most of our workshops are aligned with SETA Accredited unit standards, or you can opt for the fully accredited version of your workshop choice. This includes a certificate of competence when successfully completed. All other certificates are certificates of attendance.

The Afterburner

Afterburners are additions to selected workshops. These continued learning courses include a re-cap of material covered during the workshop and continue to expand on both knowledge and skills development for the workplace.

Skills Check

Skills Checks are extremely useful in the measurement of ROI of soft skills training. This tool is structured to help the learner improve on the implementation of new skills through a goal-driven process of accountability and reflection.

LevelUp Coaching

A 2-hour, one-on-one coaching option for those who would like to address and build on the knowledge they gained during training. Converting theory into practice under the tutelage of an experienced coach.

PowerPath Coaching

A powerful investment into your future leaders. One-on-one leadership coaching with the globally acclaimed Enneagram as the self-mastery tool.

Staff Training is an accredited IEQ9 Provider. Our Enneagram offerings include a SETA Accredited version of a leadership development workshop as well as an emotional intelligence and Enneagram combination. You can also explore our specialist hybrid offerings of workshops and coaching below.

<u>Enneagram Group Coaching Journey</u>	<u>Enneagram: Insight to Action</u>
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