

# Finance

## Budgeting Basics

Budgeting is something all employees will be involved in to varying extents. This module explores the reasons for budgeting, how organisations budget, key budgeting terms and the steps involved in the budgeting process.

## In this Module

Videoscribe explainer video, with professional audio (duration: 03:41)

English Subtitles

5 Expanded learning content blocks in the module format

'Check my understanding'  
5 Question knowledge check

## Top Tips

1. Have a realistic plan.
2. Adopt the zero-based budgeting approach.
3. Monitor expenditure once your budgets have been approved.

