

CERTIFIED COST TRANSFORMATION PRACTITIONER (CCTP)

COURSE OVERVIEW

This certification helps professionals rethink how organizations manage and improve their costs. It takes participants on a practical journey—starting from understanding cost structures, moving through transformation frameworks, and ending with real implementation. Using familiar tools like Excel, Power BI, and Copilot, participants learn how to find inefficiencies, redesign cost systems, and communicate insights clearly. The course blends strategy with hands-on application, building confidence and skill to lead meaningful cost transformation that drives performance and lasting value across the organization.

TARGET COMPETENCIES

- Strategic Cost Awareness
- Cost Structure Mapping in Excel
- Transformation Frameworks and Phases
- Copilot for Cost Insights
- Performance Metrics and Dashboards
- Efficiency and Process Improvement
- Cost Forecasting and Scenario Modeling
- Implementation and Change Readiness
- Capstone Project

TARGET AUDIENCE

- Finance and Cost professionals
- FP&A and Budgeting Teams
- Business Transformation Specialists
- Strategy and Performance Analysts

COURSE OBJECTIVES

By the end of this course, attendees will be able to:

- Examine existing cost structures and identify inefficiencies.
- Apply structured frameworks for cost transformation.
- Use Excel, Power BI, and Copilot to analyze and report cost performance.
- Link financial and operational data for smarter decisions.
- Deliver practical transformation initiatives that drive measurable value.

COURSE METHODOLOGY

Interactive workshops, guided Excel and Power BI exercises, AI-assisted summaries using Copilot, and case-based group discussions.

COURSE OUTLINE

STRATEGIC COST AWARENESS

- Concept of cost transformation
- Link between cost efficiency and strategy
- Cost categories overview
- Organizational readiness
- Drivers of financial sustainability

COST STRUCTURE MAPPING IN EXCEL

- Visualization of cost elements
- Functional and departmental cost view
- Identification of cost drivers
- Benchmark comparison templates
- Diagnostic summary and insights

TRANSFORMATION FRAMEWORKS AND PHASES

- Core phases of cost transformation
- Key enablers and stakeholders
- Progress tracking and accountability
- Financial checkpoints
- Common transformation challenges

COPILOT FOR COST INSIGHTS

- Copilot overview for finance workflows
- Cost summary generation from Excel files
- Quick variance insights
- Scenario commentary support
- Professional utilization of AI tools

PERFORMANCE METRICS AND DASHBOARDS

- Key cost KPIs and ratios
- Building visuals in Power BI
- Linking cost to performance outcomes
- Variance display and interpretation
- Executive summary dashboards

EFFICIENCY AND PROCESS IMPROVEMENT

- Common cost inefficiencies
- Simple lean-based improvement ideas
- Tracking efficiency results
- Real transformation examples

COST FORECASTING AND SCENARIO MODELING

- Forecasting templates in Excel
- What-if and sensitivity analysis
- Scenario summary tables
- Power BI visualization of trends
- Insight review for decision support

IMPLEMENTATION AND CHANGE READINESS

- Steps to implement transformation
- Stakeholder alignment and follow-up
- Monitoring results through Excel trackers
- Sustaining benefits over time
- Review of success factors

CAPSTONE PROJECT

- Realistic cost transformation scenario
- Group simulation and analysis
- Presentation of recommendations
- Instructor feedback and review
- Certification completion