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Balance Sheet Reconciliation and Disclosure Review Training Course

20 – 24 September 2027
Rome

Balance Sheet Reconciliation and Disclosure Review Training Course

Ref: 2033_74877 **Date:** 20 – 24 September 2027 **Location:** Rome **Fees:** 6200 GBP

Balance Sheet Reconciliation and Disclosure Review is a 1-week training course for financial accountants and reporting leads who substantiate balances, control manual journals and check notes before sign-off, and who leave with a Balance Sheet Integrity File. Boards, lenders and auditors now expect every reported figure to be traceable to evidence, and weak reconciliations are where misstatements hide. Jupiter Prime Training delivers this course on Balance Sheet Reconciliation and Disclosure Review.

Why Balance Sheet Reconciliation and Disclosure Review Matters Now

Three forces shape this work today. Faster close timetables leave less room to investigate unexplained balances. Automated ledgers post more entries with fewer human eyes, so journal controls must be designed rather than assumed. Audit committees and external auditors ask sharper questions about judgements, estimates and the completeness of notes. Organisations that substantiate accounts well close with confidence; others carry stale suspense items and restatement risk. The course rests on the internationally used financial reporting standards, the internal control frameworks familiar to auditors and the evidence principles applied in account substantiation.

Who Gains Most from Balance Sheet Reconciliation and Disclosure Review

- Accountants who prepare monthly account reconciliations
- Reporting staff who draft notes to the accounts and disclosure checklists
- Close coordinators who own the journal approval workflow and posting cut-off
- Controllers who review aged reconciling items and decide on write-offs or escalation
- Finance staff who prepare audit evidence and answer external auditor requests

The gain is greatest when a record-to-report team sends preparers and reviewers together to agree one evidence standard.

Balance Sheet Reconciliation and Disclosure Review Capabilities

Participants move from ticking a reconciliation as done to proving that each balance is real, complete and correctly presented in the notes.

- Design a risk-ranked reconciliation schedule with frequency and reviewer by account — controller sign-off
- Test manual journals against approval limits, segregation and posting patterns — close coordinator
- Assess aged reconciling items and suspense balances for clearance or adjustment — reporting lead
- Apply earnings quality red flags to accruals, reserves and revenue cut-off — audit committee
- Build a disclosure review that ties every note back to the trial balance — external auditor

- Communicate unresolved differences and judgements in a clear escalation memo — finance director

Key Balance Sheet Reconciliation and Disclosure Review Terms

- Account substantiation — proving a ledger balance with independent evidence such as statements, confirmations or subledger listings.
- Reconciling item — a difference between the ledger and supporting evidence that must be explained, cleared or adjusted.
- Suspense account — a temporary holding account for entries awaiting classification, which should be cleared promptly.
- Manual journal — an entry posted by a person outside automated feeds, carrying higher risk of error or override.
- Earnings quality — the degree to which reported profit reflects sustainable cash-backed performance rather than estimates or timing.
- Disclosure checklist — a structured list of required note items used to confirm the financial statements are complete.

Balance Sheet Reconciliation and Disclosure Review Day by Day

Day 1: The Integrity Risk Landscape

- Financial Statement Assertions — Which Balances Carry the Highest Misstatement Risk
- Account Risk Ranking Matrix — Setting Reconciliation Frequency by Exposure
- Materiality and Tolerance Thresholds — When a Difference Needs Investigation
- Record-to-Report Process Map — Where Errors Enter the Ledger
- Ownership and Reviewer Roles — Separating Preparation From Approval

Day 2: Substantiating Account Balances

- Bank and Cash Reconciliation — Clearing Timing Differences and Unknown Receipts
- Receivables and Payables Subledger Tie-Out — Matching Control Accounts
- Accruals and Prepayments Schedules — Evidence for Estimated Balances
- Fixed Asset Register Agreement — Additions, Disposals and Depreciation Roll-Forward
- Intercompany Matching — Eliminating Mismatches Before Consolidation

Day 3: Journal Controls and Red Flags

- Manual Journal Approval Workflow — Limits, Evidence and Segregation of Duties
- Journal Population Analytics — Weekend, Round-Sum and Late Postings
- Earnings Quality Indicators — Accrual Ratios and Reserve Movements
- Revenue Cut-Off Testing — Shipments and Invoices Around Period End
- Management Override Scenarios — Recognising Pressure Points in the Close

Day 4: Reviewing Notes and Disclosures

- Disclosure Checklist Method — Confirming Completeness of Required Notes
- Note-to-Ledger Tie-Out — Tracing Every Figure Back to the Trial Balance
- Significant Judgements and Estimates Notes — Clarity for Readers
- Related Party and Commitment Disclosures — Gathering Evidence Outside the Ledger
- Subsequent Events Review — Adjusting Versus Non-Adjusting Decisions

Day 5: Practising the Balance Sheet Integrity File

- Reconciliation Review Simulation — Applying Risk Ranking and Tolerance Rules
- Journal Sample Exercise — Testing Approvals Against the Control Design
- Draft Note Critique — Tying Disclosures to Substantiated Balances
- Escalation Memo Drafting — Presenting Unresolved Items to the Controller
- Balance Sheet Integrity File — Assembling Evidence, Sign-Offs and Open Items

Applying Balance Sheet Reconciliation and Disclosure Review After the Course

- Re-rank every balance sheet account by risk and reset reconciliation frequency and reviewer for the next close.
- Run journal population analytics on the last quarter's manual entries and present the exceptions to the controller.

Balance Sheet Reconciliation and Disclosure Review Questions FAQ

What is balance sheet reconciliation and disclosure review, and why does it matter now?

It is the discipline of proving each balance with evidence and checking that the notes are complete and consistent. It matters now because faster closes, automated postings and sharper audit questions leave unexplained balances exposed.

Which roles gain most from balance sheet reconciliation and disclosure review?

Preparers and reviewers of reconciliations gain most, together with reporting staff who draft notes, close coordinators who approve journals and controllers who decide on aged items.

How does a balance sheet reconciliation and disclosure review course differ from a financial reporting standards course?

It focuses on evidence and controls rather than accounting rules, testing whether recorded balances and notes are supported and complete before sign-off.

What do you bring back from balance sheet reconciliation and disclosure review training?

You bring back a risk-ranked reconciliation schedule, a journal testing routine and a disclosure tie-out method, assembled into one evidence file.

Balance Sheet Reconciliation and Disclosure Review: The Way Forward

The Balance Sheet Integrity File gathers substantiated balances, tested journals and tied-out notes in one place. Its first use is the controller's decision on which open items to clear, adjust or escalate before sign-off. After its first cycle, revisit the account risk ranking, since balances that were quiet can change as the business grows.