

<b>Module Code:</b>	BUS456
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<b>Module Title:</b>	Finance for Non-Financial Managers
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<b>Level:</b>	4	<b>Credit Value:</b>	10
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<b>Cost Centre(s):</b>	GSEW	<b>JACS3 code:</b>	N411
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<b>School:</b>	Social & Life Sciences	<b>Module Leader:</b>	Neil Pritchard
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Scheduled learning and teaching hours	16 hrs
Guided independent study	84 hrs
Placement	0 hrs
<b>Module duration (total hours)</b>	100 hrs

<b>Programme(s) in which to be offered (not including exit awards)</b>	Core	Option
Standalone module aligned with BA (Hons) Business for QA and assessment purposes	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

<b>Pre-requisites</b>
N/A

**Office use only**

Initial approval: April 2018

Version no:1

With effect from: April 2018

Date and details of revision:

Version no:

## Module Aims

This module will enable students to understand the current and future financial status of their organisation (or one in which they are familiar with), to be able to interpret financial data at a macro level and to understand budget setting and financial planning.

## Intended Learning Outcomes

Key skills for employability

KS1	Written, oral and media communication skills
KS2	Leadership, team working and networking skills
KS3	Opportunity, creativity and problem solving skills
KS4	Information technology skills and digital literacy
KS5	Information management skills
KS6	Research skills
KS7	Intercultural and sustainability skills
KS8	Career management skills
KS9	Learning to learn (managing personal and professional development, self-management)
KS10	Numeracy

At the end of this module, students will be able to

Key Skills

		Key Skills	
1	Demonstrate understanding of budget setting and financial planning tools	KS3	KS9
		KS6	
		KS8	
2	Understand and Analyse financial data for their own organisation	KS4	
		KS5	
		KS10	
3	Make recommendations for financial planning based on analysis of their own organisation	KS1	
		KS2	
		KS7	

## Transferable skills and other attributes

Microsoft Excel  
Communicating complex data  
Planning and management processes

## Derogations

N/A

**Assessment:**

## Indicative Assessment Tasks:

Assessment One: Students will undertake an analysis of their organisations current financial situation including Ratio Analysis and Balanced Scorecard Activities. They will highlight areas for concern and make recommendations for improvements.

Assessment number	Learning Outcomes to be met	Type of assessment	Weighting (%)	Duration (if exam)	Word count (or equivalent if appropriate)
1	1-3	Case Study	100	N/A	1500

**Learning and Teaching Strategies:**

This module will be delivered using a combination of workshops, group tutorials, personal mentoring, student led-discussion, practical exercises, case studies, directed and self-directed study.

**Syllabus outline:**

1. What is Financial Analysis: Terminology to understand
2. Understanding Financial Statements
3. Ratio Analysis: Interpretation and tools
4. Balanced Score Card: how to use it and interpret the data
5. Limitations of Financial Analysis
6. Budget Planning and Financial Decision making
7. Case study and analysing your own financial data

<b>Indicative Bibliography:</b>
<b>Essential reading</b>
<p>Collier, P., (2012), Accounting for Managers, 4th edition. New Jersey, U.S.: John Wiley &amp; Sons.</p> <p>Drury C, (2015) Management and Cost Accounting, 9th edition, Cengage Learning.</p>
<b>Other indicative reading</b>
<p>Abraham, A., Glynn, J., Murphy, M., &amp; Wilkinson, B., (2008), Accounting for Managers, 4th edition. Connecticut, U.S.: South-Western Cengage Learning.</p> <p>Glynn J. (2008), Accounting for Managers. South-Western Cengage Learning</p> <p>Jones, M., (2006), Accounting, 2nd edition. New Jersey, U.S.: John Wiley &amp; Sons.</p> <p>O'Reagan, P., (2006), Financial Information Analysis, 2nd edition. . New Jersey, U.S.: John Wiley &amp; Sons.</p>