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| Module Code: | BUS7B15 |
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| Module Title: | Small Business Finance |
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| Level: | 7 | Credit Value: | 15 |
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| Cost Centre(s): | GABP | JACS3 code: | N100 |
| | | HECoS code: | 100107 |

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| Faculty | Faculty of Social & Life Sciences North Wales Business School | Module Leader: | Dr Ben Binsardi |
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| Scheduled learning and teaching hours | 15 hrs |
| Guided independent study | 135 hrs |
| Placement | 0 hrs |
| Module duration (total hours) | 150 hrs |

| Programme(s) in which to be offered (not including exit awards) | Core | Option |
|--|-------------------------------------|--------------------------|
| MBA Finance | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

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| Pre-requisites |
| None |

Office use only

Initial approval: 30/01/2020

Version no: 1

With effect from: 01/09/2020

Date and details of revision:

Version no:

Module Aims

This module aims to develop students' knowledge and understanding of management accounting techniques for small businesses and introduce students to the use of management accounting information in the effective management (planning, organising, actuating and controlling) of small businesses.

Intended Learning Outcomes

Key skills for employability

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|------|---|
| 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**

| At the end of this module, students will be able to | | Key Skills | |
|---|--|------------|-----------|
| 1 | Explain the nature of costs in small businesses and employ a range of costing techniques in order to account for materials, labour and overheads. | KS1 | KS6 |
| | | KS2 | KS8 |
| | | KS3 | KS9 |
| 2 | Produce a range of financial budgets for small businesses and discuss the benefits and relevance of budget preparation in decision making processes. | KS1 | KS6 |
| | | KS2 | KS7, KS8 |
| | | KS3 | KS9, KS10 |
| 3 | Explain the costing techniques of absorption and marginal costing and recognise the effects on inventory and profits | KS1 | KS5 |
| | | KS3 | KS6, KS8 |
| | | KS4 | KS9, KS10 |
| 4 | Interpret and present financial information in a variety of forms for making effective (informed) decisions. | KS1 | KS5, KS6 |
| | | KS3 | KS7, KS8 |
| | | KS4 | KS9, KS10 |

Transferable skills and other attributes

Written skills, problem solving skills, information technology skills and digital literacy, research skills, learning to learn (managing personal and professional development, self-management) and numeracy skills

Derogations

None

Assessment:
Indicative Assessment Tasks:

Assignment 1 (Essay) (25%) (circa 750 words)
ACCOUNTING AND FINANCE FOR SMALL BUSINESSES

Assignment 2 (Essay) (25%) (circa 750 words)
COSTING and THE BUSINESS STRUCTURES

Assignment 3 (Report) (50%) (circa 1,500 words)
INVESTMENT APPRAISAL TECHNIQUES

| Assessment number | Learning Outcomes to be met | Type of assessment | Weighting (%) | Duration or word count (or equivalent if appropriate) |
|-------------------|-----------------------------|--------------------|---------------|---|
| 1 | 1 | Essay | 25% | 750 words |
| 2 | 2 and 3 | Essay | 25% | 750 words |
| 3 | 4 | Report | 50% | 1,500 words |

Learning and Teaching Strategies:

The learning and teaching strategy will consist of formal lectures to present theory, principles and practices which will form the foundation of the learning outcomes. Students will be encouraged to interact and contribute as a means of developing critical skills. Tutorials will be activity based using real world case studies and live examples to apply the theory into practice and develop their decision making and evaluating skills. In addition, students will be encouraged to undertake self-directed study and further research on selected topics to acquire additional perspectives which will provide them with a deeper understanding of the topics covered.

Syllabus outline:

Introduction to small business structures
 Introduction to management/cost accounting
 Cost accumulation for inventory valuation and profit measurement
 Information for decision-making
 Information for planning, control and performance measurement
 Strategic management and challenges for the future
 The application of quantitative methods to management accounting

Indicative Bibliography:

Essential reading

Drury, C. (2017). **Management and Cost Accounting**, Tenth Edition, Andover, UK,
 Publisher: Cengage.

Recommended (optional) reading

Bhimani, A., Datar, S. M., Horngren, C. T., Rajan, M. V. (2019). ***Management and Cost Accounting***, Paperback Seventh Edition, London, UK, Publisher:

Management Accounting: Theory and Practice's websites:

http://www.cengage.com/cgi-wadsworth/course_products_wp.pl?fid=M20b&product_isbn_issn=9781408093931&token=

http://www.cengage.com/cgi-wadsworth/course_products_wp.pl?fid=M20b&product_isbn_issn=9781408093931&token=