




MODULE SPECIFICATION

Part 1: Basic Data					
Module Title	Managing Finance				
Module Code	UMAD47 15 M	Level	M	Version	2
Owning Faculty	FBL	Field	Accounting and Finance		
Contributes towards	MSc Business Management, MSc International Management, MSc International Tourism Management, MA Leadership and Media Production Management; MSc Engineering Business Management				
UWE Credit Rating	15	ECTS Credit Rating	7.5	Module Type	Project
Pre-requisites	None		Co- requisites	None	
Excluded Combinations	None		Module Entry requirements		
First CAP Approval Date	QMAC – 2011		Valid from	September 2011	
Revision CAP Approval Date	28 June 2017		Valid From	September 2017	

Part 2: Learning and Teaching	
Learning Outcomes	<p>Aim of module</p> <p>The accounting and finance function concerns controlling and monitoring the financial performance of an organisation and communicating this information to interested parties such as directors, managers, investors, creditors, lenders and the public at large. The focus in this module is on the importance of good corporate governance, transparent reporting, the ability to read and interpret financial statements and the use of information resources and processes in order to make decisions about pricing, borrowing, investment and so on. Ensuring that information policies are in place and aligned with strategic business goals is paramount for effective performance. The aim of this module is therefore to develop and build upon knowledge and understanding of the principles and techniques of managing accounting and information management to support decision making in a global context.</p> <p>Learning outcomes:</p> <p>On successful completion of this module students will be able to:</p> <ul style="list-style-type: none"> • Critically apply and appraise the uses and management of finance and accounting concepts and techniques for managerial applications • Critically apply and appraise the sources of finance available to a business • Understand and interpret the contents of financial reports to arrive at financial decisions • Analyse and evaluate the financial performance of a business • Understand the importance of good corporate governance and corporate social responsibility within an organisation

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	<ul style="list-style-type: none"> • Understand and use relevant communications and information technologies (CITs) for application in business and management contexts • Demonstrate knowledge and critical awareness of the cultural and political context of accounting and information systems • Use qualitative and quantitative techniques to analyse complex, incomplete or contradictory information and communicate the outcome effectively • Locate, extract and synthesise data from a multiple sources to evaluate their reliability and credibility and create the contexts for particular recommendations • Examine problems and issues from a number of perspectives, challenge viewpoints, ideas and concepts, and make well reasoned judgements <p>All of the above outcomes will be assessed by Component A</p>																									
Syllabus Outline	<ul style="list-style-type: none"> • Concepts of profit, cash flow, assets and liabilities; financial statements and the principles of financial reporting. • Sources of finance, operation of the capital markets and choice of capital structure. • Financial ratios: return on investment, asset turnover, net and gross profit margins, liquidity ratios, gearing ratios, asset management ratios (debtor days, stock-turn etc.) • Marginal and contribution concepts and presentation of financial information in contribution format. The idea of relevant cash flows for decision making. • Techniques of investment appraisal: payback, return on investment, net present value, internal rate of return. • Budgeting processes and the consequences of budget imposition as opposed to participative approaches. Behavioural consequences of budgeting including possible sub-optimisation and manipulation. Profit centres, the controllability principle and budget flexing to ensure that information is relevant to managers. • The balanced scorecard and other measurement frameworks that combine financial and non-financial measures. • Communications and information technologies (CITs) for application in business and management contexts 																									
Contact Hours	Module delivery can be either face-to-face on a weekly basis, block delivery on a part-time basis. The delivery sessions will be equivalent to 24 hours based on 12 sessions of 2 hours for the weekly delivery.																									
Teaching and Learning Methods	<ul style="list-style-type: none"> • Students will be expected to utilise a range of reading and other materials to undertake independent research to extend their familiarity and appreciation of the subject and to help them prepare for the in-course assessment in this module, using resources available on Blackboard. Additionally, students will be encouraged to utilise the Library study skills website. • Lecture/discussion plus extensive use of worked examples, case studies and hands-on computer exercises, to cover a range of situations including not-for-profit as well as commercial organisations. 																									
Key Information Sets Information	<p>Key Information Sets (KIS) are produced at programme level for all programmes that this module contributes to, which is a requirement set by HESA/HEFCE. KIS are</p> <table border="1" data-bbox="459 1668 1369 2027"> <thead> <tr> <th colspan="5">Key Information Set - Module data</th> </tr> <tr> <td colspan="5"><i>Number of credits for this module</i></td> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td style="border: 2px solid black; text-align: center;">15</td> </tr> <tr> <th>Hours to be allocated</th> <th>Scheduled learning and teaching study hours</th> <th>Independent study hours</th> <th>Placement study hours</th> <th>Allocated Hours</th> </tr> <tr> <td style="text-align: center;">150</td> <td style="text-align: center;">24</td> <td style="text-align: center;">126</td> <td style="text-align: center;">0</td> <td style="text-align: center;">150</td> </tr> </tbody> </table> <div style="text-align: right; margin-top: 5px;"></div>	Key Information Set - Module data					<i>Number of credits for this module</i>									15	Hours to be allocated	Scheduled learning and teaching study hours	Independent study hours	Placement study hours	Allocated Hours	150	24	126	0	150
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	<p>The table below indicates as a percentage the total assessment of the module which constitutes a -</p> <p>Coursework: Written report</p> <p>Please note that this is the total of various types of assessment and will not necessarily reflect the component and module weightings in the Assessment section of this module description:</p> <table border="1" data-bbox="571 472 1262 703"> <tr> <td colspan="2">Total assessment of the module:</td> <td></td> <td></td> </tr> <tr> <td>Written exam assessment percentage</td> <td></td> <td>0%</td> <td></td> </tr> <tr> <td>Coursework assessment percentage</td> <td></td> <td>100%</td> <td></td> </tr> <tr> <td>Practical exam assessment percentage</td> <td></td> <td>0%</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td>100%</td> </tr> </table>	Total assessment of the module:				Written exam assessment percentage		0%		Coursework assessment percentage		100%		Practical exam assessment percentage		0%					100%
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<p>Reading Strategy</p>	<p>All students will be encouraged to make full use of the print and electronic resources available to them through membership of the University. These include a range of electronic journals and a wide variety of resources available through web sites and information gateways. The University Library's web pages provide access to subject relevant resources and services, and to the library catalogue. Many resources can be accessed remotely. Students will be presented with opportunities within the curriculum to develop their information retrieval and evaluation skills in order to identify such resources effectively.</p>																				
<p>Indicative Reading List</p>	<p>Essential text</p> <p>Scott P (2012) <i>Accounting For Business</i>, Oxford University Press, UK.</p> <p>Indicative Reading List:</p> <p>Atrill P and McLaney E (2013) <i>Management Accounting for Non-Specialists</i>, FT Prentice Hall</p> <p>Broadbent M & Cullen J (2003) <i>Managing Financial Resources</i>, Butterworth-Heinemann</p> <p>Carey et al, (2012), <i>Accounting A Smart Approach</i>, Oxford University Press, UK</p> <p>Chaffey D and Wood S (2005) <i>Business Information Management</i>, FT Prentice Hall.</p> <p>Coombs H,(2002) <i>Public Sector Financial Management</i>, Chapman-Hall</p> <p>Dyson J, (2007) <i>Accounting for Non-Accountants</i>, FT Prentice Hall</p> <p>Jones M, (2006) <i>Accounting</i>, Wiley</p> <p>Kaplan R and Norton D, (2006) <i>Alignment: How to Apply the Balanced Scorecard to Corporate Strategy</i>, Harvard Business School Press</p>																				

Part 3: Assessment

<p>Assessment Strategy</p>	<p>Formative assessment and feedback will be given through class exercises and discursive activities. Summative assessment will take the form of an individual written report. The student will be required to write a critical appraisal with a view to making suggestions for future organisational direction and improvement, based on practical experience or simulation.</p> <p>Component A</p> <p>1 Individual report of 3,000 words: 100%</p>
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Identify final assessment component and element	Component A	
% weighting between components A and B (Standard modules only)	A:	B:
	100%	
First Sit		
Component A (controlled conditions) Description of each element	Element weighting (as % of component)	
1. Individual Written Report (3,000 words)	100%	
Component B Description of each element	Element weighting (as % of component)	
1. n/a		

Resit (further attendance at taught classes is not required)		
Component A (controlled conditions) Description of each element	Element weighting (as % of component)	
1. Individual Written Report (3,000 words)	100%	
Component B Description of each element	Element weighting (as % of component)	
1. n/a		
<p>If a student is permitted a retake of the module under the University Regulations and Procedures, the assessment will be that indicated by the Module Description at the time that retake commences.</p>		

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First CAP Approval Date	QMAC September 2011			
Revision CAP Approval Date <i>Update this row each time a change goes to CAP</i>	28 June 2017	Version	2	No RIA -work log 4404