

Liverpool John Moores University

Title: INTRODUCTION TO MANAGEMENT & FINANCE
Status: Definitive
Code: **4006KAPBM** (118091)
Version Start Date: 01-08-2011

Owning School/Faculty: Liverpool Business School
Teaching School/Faculty: Kaplan Financial London

Team	Leader
Matthew Veasey	Y

Academic Level: FHEQ4
Credit Value: 24.00
Total Delivered Hours: 79.00
Total Learning Hours: 240
Private Study: 161

Delivery Options

Course typically offered: Standard Year Long

Component	Contact Hours
Lecture	39.000
Tutorial	39.000

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Essay	Essay	Individual Coursework, essay examining how a specific problem or issue could be managed. Word count: 1,500 ± 10%	50.0	
Report	Report	Evaluation of financial state of a company, focusing on financial performance. Word count: 1,500 ± 10%	30.0	
Exam	Exam.	Exam covering sample financial problems.	20.0	1.00

Aims

To introduce students to the role of the manager & the management process,

themes in contemporary management, and the use of financial information and management within businesses.

Learning Outcomes

After completing the module the student should be able to:

- LO 1 Describe management as a process of planning, organising, implementing and controlling.
- LO 2 Present ideas on key themes in contemporary management - globalisation, corporate social responsibility, social enterprise and ethics.
- LO 3 Explain the fundamental accounting concepts which underlie the preparation of financial reporting statements.
- LO 4 Analyse the financial statements of a business by selecting appropriate performance indicators for profitability and for liquidity including key accounting ratios.
- LO 5 Describe issues involved in company valuations and methods of financing businesses.
- LO 6 Evaluate short and long-term investment decisions using a variety of techniques.

Learning Outcomes of Assessments

The assessment item list is assessed via the learning outcomes listed:

Essay	LO 1	LO 2	LO 3
Report	LO 4	LO 5	
Examination	LO 6		

Outline Syllabus

The management environment
Planning & Organising.
Monitoring & Controlling
Management versus Leadership
Key themes in contemporary management
The nature of financial information and application of accounting concepts
The final accounts of limited companies
Interpretation of financial statements
Long-term financial decision making – NPV, Payback, ARR
Short-term financial decision making – costing methods
Company valuations
Sources of finance and methods of financing a business

Learning Activities

Lectures and tutorials where group discussion is encouraged. Small group discussion and feedback on case studies and simplified examples of real-world situations.

References

Course Material	Book
Author	Atrill, P and McLaney, E
Publishing Year	2008
Title	Accounting and Finance for Non-Specialists
Subtitle	
Edition	6th edition
Publisher	London: Pearson
ISBN	100273716948

Course Material	Book
Author	Wood, F and Sangster, A
Publishing Year	2008
Title	Business Accounting 1
Subtitle	
Edition	11th edition
Publisher	London: Pearson
ISBN	139780273712121

Course Material	Book
Author	Hannagan, T
Publishing Year	2008
Title	Management
Subtitle	
Edition	5th edition
Publisher	Pearson Education, Harlow
ISBN	

Course Material	Book
Author	Daft, R L
Publishing Year	2008
Title	New Era of Management
Subtitle	
Edition	2nd edition
Publisher	South Western
ISBN	

Course Material	Book
Author	Naylor, J

Publishing Year	2004
Title	Management
Subtitle	
Edition	2nd edition
Publisher	Pearson Education
ISBN	0-273-67321-1

Notes

This module introduces fundamental knowledge, skills and tools of management used in a modern, commercial business. The finance element provides sufficient information to enable the student to understand key financial measures used within business and the wider economy. Key to the success of the module is for students to apply the knowledge and skills learnt to business situations and gain from sharing ideas and approaches to a wide range of common business situations.