

## Liverpool John Moores University

Title: INTRODUCTION TO MANAGEMENT & FINANCE  
Status: Definitive  
Code: **4006SERBM** (117953)  
Version Start Date: 01-08-2011

Owning School/Faculty: Liverpool Business School  
Teaching School/Faculty: South Eastern Regional College

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

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

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

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

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

<b>Course Material</b>	Book
<b>Author</b>	Naylor, J

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

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## **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.