

Liverpool John Moores University

Title: FINANCE AND ACCOUNTING SKILLS
Status: Definitive
Code: **4302BUSBS** (121906)
Version Start Date: 01-08-2021

Owning School/Faculty: Business and Management
Teaching School/Faculty: Business and Management

Team	Leader
Polly Wilson	Y

Academic Level: FHEQ4
Credit Value: 20
Total Delivered Hours: 44
Total Learning Hours: 200
Private Study: 156

Delivery Options

Course typically offered: Semester 1

Component	Contact Hours
Lecture	11
Seminar	33

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Exam	EX	Multi choice exam 1 hour	30	
Report	RPT	2500 word report	70	

Aims

This module is designed to provide students with an understanding of essential finance and accounting terminology and methods to enable them to perform effectively and efficiently within their future workplace. Using practical examples, students will gain confidence to be able to financial modelling skills using Excel.

Learning Outcomes

After completing the module the student should be able to:

- 1 Recognise the importance of the finance and accounting function.
- 2 Develop knowledge of finance accounting terminology thereby allowing students to make a valuable contribution to the workplace within meetings or in a supportive role.
- 3 Prepare financial statements within excel; statement of profit or loss and other comprehensive income, statement of financial position, cashflow statement and forecast budgets.
- 4 Develop excel financial models to evaluate performance, recommend appropriate action with reference to market and economic condition, produce a business plan, to support a venture capital request.
- 5 Create, manage and control budgets to aid cashflow / liquidity, improve profitability, reduce risk and make informed strategic decision using financial models

Learning Outcomes of Assessments

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

EXAM	1	2		
REPORT	3	4	5	

Outline Syllabus

The module will review key areas of finance and accounting in order to enable the students to be able to prepare the necessary financial statement and business plan with excel to support a venture capital request.

- 1. Considerations of the legal forms of business, implications and financial accounting treatment of them.*
- 2. Financing structures of business-limitations and future considerations of these.*
- 3. Cost structures, capacity constraints, break-even points, margin of safety and financial implications of logistics.*
- 4. Book keeping and final accounts preparation - statement of financial position, statement of profit or loss and other comprehensive income.*
- 5. Cash flow forecast, key financial ratios and business plan preparation.*
- 6. Review the external environment factors such as economic and legal changes, which could have an impact on their selected sector business.*

Learning Activities

In order to simulate the students they will be actively involved in identifying the rationale behind key operational and management decisions of UK and international

based companies, throughout the semester.

They will create a newly formed business structure, be able to select the locality, operational costs of production, capacity factors, to produce supporting calculations within excel models.

Students will be informed of the different financing options available and prepare a supporting venture capital request business plan presentation, which will consider current and expected economic and market conditions.

The module is fully supported by blackboard including lecture notes, case studies, internet links and appropriate literature sources.

Students will link apply knowledge gained through the other core modules of business operations, marketing and contemporary business issues.

Notes

This module is designed to provide students with an understanding of essential finance and accounting terminology and methods to enable them to perform effectively and efficiently within their future workplace. Using practical examples, students will gain confidence to be able to financial modelling skills using Excel.