

Liverpool John Moores University

Title: SMALL BUSINESS MANAGEMENT AND ACCOUNTS
Status: Definitive
Code: **5016YPCBM** (117732)
Version Start Date: 01-08-2017

Owning School/Faculty: Academic Portfolio
Teaching School/Faculty: YPC International College (Kolej Antarabangsa YPC)

Team	Leader
Adam Frost	Y

Academic Level: FHEQ5
Credit Value: 24
Total Delivered Hours: 74
Total Learning Hours: 240
Private Study: 166

Delivery Options

Course typically offered: Standard Year Long

Component	Contact Hours
Tutorial	24
Workshop	48

Grading Basis: 40 %

Assessment Details

Category	Short Description	Description	Weighting (%)	Exam Duration
Report	Report.		40	
Exam	Exam.		60	2

Aims

- 1. To enable students to examine the concept and implication of small business management.*
- 2. To enable students to analyse the special requirements of management within small to medium enterprise (SMEs).*
- 3. To introduce the students to fundamental accounting concepts and to facilitate the understanding of the financial reporting statements, which assist in the process of managing a small business.*

Learning Outcomes

After completing the module the student should be able to:

- 1 Analyse the position and importance of small business to the UK economy.
- 2 Analyse the special problems and opportunities associated with self-employment/free-lancing and SMEs.
- 3 Critically identify reasons for business failure.
- 4 Explain the fundamental accounting concepts which underlie the interpretation of financial reporting statements in the context of a small business.
- 5 Define and identify range of public policy and support.

Learning Outcomes of Assessments

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

Individual Report (2500 words)	1	5	
Examination	2	3	4

Outline Syllabus

Defining and measuring SMEs:

SMEs and the UK economy;

Issues in business start-ups;

The process of a business start-up;

Support for new businesses and SMEs;

Definitions and issues relating to social enterprises;

Managing a small business: people, marketing, money and motives.

Financial resources and small business management:

Understanding a financial situation: the balance sheet and the income statement;

Working capital and the cash flow statement;

Financing a small business;

From planning to exit:

Business planning;

Innovation;

Stages of growth of SMEs;

Barriers to growth;

E-business and SMEs;

Succession planning and strategies for ending a venture.

Learning Activities

The module will be delivered in a series of workshops where various activities including formal input, small group discussion and drop-in sessions with help on an

individual level will take place. Workshops comprise discussion and evaluation of case studies and interactive sessions with guest speakers who may be practitioners or other specialists.

Notes

The module will provide an insight into the theoretical and practical aspects of self employed and small business management.

More specially, this module will help the students to examine the resources (human resources and financial resources) available to a small business and additional supports which small businesses can obtain from different sources. This module also enhances the practicability of small business management studies by examining and forecasting company performance from an accounting point of view.

This module also offers an understanding of the life course of a small business, from setting up to exit.