

School / Faculty: Federation Business School

Course Title: MANAGING FINANCIAL OPERATIONS AND ASSETS

Course ID: BSHSP2006

Credit Points: 15.00

Prerequisite(s): (BSHSP1012 and BSHSP2002)

Co-requisite(s): Nil

Exclusion(s): Nil

ASCED Code: 080307

Grading Scheme: Graded (HD, D, C, etc.)

Program Level:

AQF Level of Program						
	5	6	7	8	9	10
Level						
Introductory	■	■	■	■	■	■
Intermediate	■	■	✓	■	■	■
Advanced	■	■	■	■	■	■

Learning Outcomes:

Knowledge:

- K1.** Identify and interpret sources of financial data required for analysis of organisational financial performance
- K2.** Appraise business performance by comparing actual results with budgeted results
- K3.** Describe the budget development process/cycle including principles, practices and techniques
- K4.** Outline the major reports and systems required to minimise risks of incomplete or erroneous financial information
- K5.** Interpret relevant statutory requirements to ensure compliance in reporting
- K6.** Describe the practices and systems required for the acquisition, monitoring and maintenance of physical assets
- K7.** Appraise the methods of financing available for major asset purchases

Skills:

- S1.** Identify, access and interpret data sources required for budget preparation
- S2.** Construct the Master and supporting budgets appropriate to the organisation's requirements
- S3.** Identify, report on and respond to deviations of actual performance from budgeted performance.
- S4.** Evaluate the effectiveness of financial management processes and reports

Course Outline (Higher Education)

BSHSP2006 MANAGING FINANCIAL OPERATIONS AND ASSETS

- S5.** Review existing software and its suitability for financial management
- S6.** Plan for and manage the acquisition, maintenance and replacement of a diverse range of physical assets
- S7.** Compare methods of financing asset acquisitions and select the approach that best meets organisational requirements

Application of knowledge and skills:

- A1.** Coordinate the financial management, budgeting and reporting processes of a business unit or organisation
- A2.** Contribute to organisational strategy through the development of systems to assess, acquire, maintain and finance major physical assets

Course Content:

Topics may include:

- Budget analysis and reporting
- Budget preparation
- Statutory reporting requirements
- Financial systems and management
- Asset management practices
- Asset registers
- Asset financing alternatives
- Asset investment evaluation techniques

Values and Graduate Attributes:

This course will help students to develop values and attributes that will enable them to:

Values:

- V1.** Manage a business unit or organisation with a focus on financial probity
- V2.** Be valued highly by employers for their ability to use financial knowledge and skills to defend business decisions

Graduate Attributes:

FedUni graduate attributes statement. To have graduates with knowledge, skills and competence that enable them to stand out as critical, creative and enquiring learners who are capable, flexible and work ready, and responsible, ethical and engaged citizens.

Course Outline (Higher Education)

BSHSP2006 MANAGING FINANCIAL OPERATIONS AND ASSETS

Attribute	Brief Description	Focus
Knowledge, skills and competence	Students will gain confidence from building on previously acquired accounting and financial knowledge and skills	Medium
Critical, creative and enquiring learners	This course will broaden the student's capacity to independently contribute to the management of an organisation	Medium
Capable, flexible and work ready	Graduates of this course will feel empowered to engage in and contribute to the financial management of their organisation	High
Responsible, ethical and engaged citizens	This course will continue to enforce the need for organisational accounting to be conducted in an ethical manner	Low

Learning Task and Assessment:

Learning Outcomes Assessed	Assessment Task	Assessment Type	Weighting
K1 - K3, K5 S1 - S3, S5 A1	Budget development, analysis and reporting using appropriate technology	Report or case study	25 - 35%
K6 - K7 S6 - S7 A2	Proposal for the purchase of a significant asset for a hospitality business	Report or case study and/or presentation	25 - 35%
K2, K4, K5, K6 S3, S4, S7	Examination to assess attainment of required learning outcomes	Examination	40 - 50%

Adopted Reference Style:

APA