

School / Faculty: Federation Business School

Course Title: FUNDAMENTALS OF FINANCIAL MANAGEMENT

Course ID: BSMAN2005

Credit Points: 15.00

Prerequisite(s): Nil

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 organizational 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 minimize risks of incomplete or erroneous financial information
- K5.** Interpret relevant statutory requirements to ensure compliance in reporting

Skills:

- S1.** Identify, access and interpret data sources required for budget preparation
- S2.** Construct the Master and supporting budgets appropriate to the organization'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
- S5.** Review existing software and its suitability for financial management

Application of knowledge and skills:

Course Outline (Higher Education)

BSMAN2005 FUNDAMENTALS OF FINANCIAL MANAGEMENT

- A1.** Coordinate the financial management, budgeting and reporting processes of a business unit or organisation

Course Content:

Topics may include:

- Financial statements:
Income Statement
Cash flow Statement
- Operational statements and reports
- Financial analysis techniques
- Internal control systems and procedures
- Budget analysis
- Budget preparation and resource allocation
- Taxation requirements:
Goods & Services Tax (BAS reports)
Fringe Benefits Tax
Pay As You Go
Payroll Tax

Values and Graduate Attributes:

his 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 provide insightful analysis of an organisation's financial management

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)

BSMAN2005 FUNDAMENTALS OF FINANCIAL MANAGEMENT

Attribute	Brief Description	Focus
Knowledge, skills and competence	The confidence gained from meeting the problem-solving challenges of this course, will motivate graduates to seek out further opportunities to apply and develop their financial knowledge and skills.	Low
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 ensure that students recognise the importance of managing with financial probity	Medium

Learning Task and Assessment:

Learning Outcomes Assessed	Assessment Task	Assessment Type	Weighting
K1, K2 S3	Development of recommendations based on the comparison of an organization or business unit's financial results with budget	Report/Presentation/Case Study	20 - 30%
K1, K3 S1, S2, S5	The preparation of budget documentation for a business unit or organisation using appropriate software	Financial reports/Portfolio/Project	30 - 40%
K1 - K5, S4, A1	Examination to assess attainment of required learning outcomes	Examination	40 - 50%

Adopted Reference Style:

APA