



Module code	ITF	NQF level	4
Credit value	15	Study duration	9 weeks

Introduction to Finance

This module aims to:

- Explain the importance of finance as a function within an organisation
- Understand the process of company account preparation
- Critically evaluate company financial statements
- Apply appropriate techniques to analyse and evaluate financial performance
- Make financial decisions based on financial information

Learning outcomes

On completion of this module, students will be able to:

- understand the concepts of both financial and management accounting
- understand how to complete and interpret key financial reporting documents
- review how to use ratio analysis to enable business improvements
- identify the latest management accounting techniques available to managers to support improved financial performance
- understand how to create budgets and to subsequently analyse variation in actual performance
- understand how to carry out cost accounting
- identify the break-even point for business scenarios
- compare different methods of capital investment analysis

Syllabus

- An introduction to finance
- The statement of financial position
- The income statement
- The cash flow statement
- An introduction to management accounting
- Budgeting
- Cost management
- Breakeven analysis
- Capital investment analysis

Learning and teaching methods

The learning and teaching methods for the module follow the intended online delivery strategy for the programme as a whole. The module will be delivered through the provision of specified reading materials on the virtual learning platform, which shall be supported by specified discussion forums and lecturecasts, and tutor support will be available to students via phone, email, and a fortnightly synchronous question and answer (Q&A) session.

Description of unit of assessment	Length/Duration	Submission date	Weighting
Discussion contribution	2 weeks	End of Unit 2 and Unit 6	20%
Mid-module assignment	1,500-2,000 words	End of Unit 4	30%
End of module project	1,500-2,000 words	End of Unit 9	30%
Journal entries	300-500 words	Bi-weekly submission	20%