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
- 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 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

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.

<table>
<thead>
<tr>
<th>Description of unit of assessment</th>
<th>Length/Duration</th>
<th>Submission date</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discussion contribution</td>
<td>2 weeks</td>
<td>End of Unit 2 and Unit 6</td>
<td>20%</td>
</tr>
<tr>
<td>Mid-module assignment</td>
<td>1,500-2,000 words</td>
<td>End of Unit 4</td>
<td>30%</td>
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<tr>
<td>End of module project</td>
<td>1,500-2,000 words</td>
<td>End of Unit 9</td>
<td>30%</td>
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<tr>
<td>Journal entries</td>
<td>300-500 words</td>
<td>Bi-weekly submission</td>
<td>20%</td>
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Ready to apply? Complete the online application form and an Admissions Adviser will be in touch to assist you in the enrolment process.