

MAR 03 1997

OPMT SR. CERTIFICATE PROGRAM

BCIT COURSE OUTLINE

Ref. no./Date **FMGT1925**

Title **FINANCIAL MANAGEMENT**

Type and Purpose A Level 2 module consisting of 45 hours of instruction: 18 classroom hours, 15 hours independent learning, 6 hours Workplace learning and 6 hours Self-paced Learning. The purpose of this module is to relate the use of Financial Information to a variety of manufacturing management decisions and issues.

Required by Operations Management Senior Certificate students

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Required Texts & Tools Managerial Accounting, Atkinson, Banker, Kaplan and Young
Prentice Hall. Latest Edition.
PC with a modem and a Spreadsheet application
Financial Calculator (Sharp EL-733 or similar).

Prerequisites Successful completion of Level 1 work.

Learning Outcomes **Upon successful completion of this module, students will be able to:**

1. Appreciate Financial Accounting systems and procedures as they relate to a non-accounting Manager working in a Computer-based accounting environment.
2. Understand and apply cost concepts and cost behaviour.
3. Apply fundamental variance analysis techniques and other scorekeeping techniques..
4. Analyze and support a range of short-run decisions using Cost-Volume-Profit analysis.
5. Understand fundamental product costing methods, including ABC.
6. Prepare an Operating Budget.
7. Understand and perform product mix and pricing decisions.
8. Apply differential analysis to short-run resource allocation problems.
9. Perform DCF-ROI analysis for Capital Asset Planning decisions.
10. Appreciate the control techniques appropriate for decentralized operations..

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Content/Context

Corresponding with the above Learning Outcomes:

1. Modules will be prepared that cover basic Financial Accounting concepts and principles. This material will be learned independently.
2. The approach to cost concepts emphasizes decision-making costs.
3. CVP analysis will focus on its application to managing margins and capacity utilization.
4. Standard costing and variance analysis will be covered, with an emphasis on direct, variable cost analysis, relationships between variances, and responses to sub-standard performance.
5. The link between product costing, product pricing and product mix decisions will be established.
6. The emphasis in budgeting will be on budget preparation, from Sales forecast to Cash Budgets.
7. Establish the relationship between planning and control and the need for both task and performance measurement and controls.
8. Differential analysis will be used to treat abandonment decisions.
9. Repair/Replace and Lease Purchase decisions will be analyzed in a Canadian tax environment.
10. Residual Income and Transfer Pricing will be discussed.

**Teaching and
Learning
Approaches**

Senior Certificate students learn the use of a Spreadsheet in the first level.. Assignments will be prepared using spreadsheet software. Assignments will saved to disc and printed at the at the end of term to make a portfolio of work done in this subject. Assignments are of two types: problems to be prepared for lab discussion, and homework problems (to be handed in for grading).
This subject is a lecture/lab style presentation. Labs will be held in Computer suites.

**Assessment
Procedure**

Sessional assignments and lab problems will be prepared using a Spreadsheet and assembled into a portfolio at the end of the module.
Five quizzes will be given during the term (as take-home assignments). Each quiz is worth 5% of the term grade, with a 'throw-out' allowed. Missed quizzes cannot be made up.
There will be no formal examination in this module.
A workplace learning Project will be selected by individual members of the class. This project will relate to the member's work and will be assessed jointly by the Instructor and the Employer.

Acts of Cheating, Plagiarism and dishonesty are not tolerated; the degree of punitive action may range from a written warning to withdrawal from the program. The penalties may also be applied to students who knowingly contribute to the act of dishonesty, cheating and/or plagiarism (Refer to pages 1 and 2 of the current BCIT Calendar)

All work assigned in this subject must be completed and submitted for grading or an Incomplete standing will be assigned.
Late submission will only be graded when a medical excuse is given.

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Assessment	Homework	20%
Procedures	Quizzes	20%
Weights	workplace Project	40%
	Portfolio	20%
* Portfolio	completeness	10%
Assessment	Presentation	5%

**** Portfolios shall contain:**

Problems prepared for lab discussion
Problems prepared for homework (Corrected where necessary)
The workplace Project
Corrected Quizzes
A data diskette, labeled and organized into directories containing all computer work
done during this module

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Workplace Project Guidelines

Aim

The aim of the workplace Project is to apply what is learned in the Financial Management Module.

Scope:

Members may chose any project that can be related to the learning objectives of the module:

- a. Product costing
- b. Performance measurement
- c. Short-run decision-making
- d. Capital asset planning

Objectives:

- a. The project should deal with a present and real problem, task or issue in your workplace.
- b. The project should contain:
 - i. A brief description of the setting.
 - ii. A definition of the task, problem or issue being addressed.
 - iii. Appropriate financial data.
 - iv. Analysis of the data using techniques and rules learned in the module.
 - v. Actionable conclusions.
- c. The project shall be written in proper business report format with a data disc that includes any analysis done in the report.

Assessment:

The project will be assessed jointly by the Instructor and the member's workplace sponsor.
Projects are due within two weeks of the end of the Module.