



ACCT-264 – Finance for Non-Accountants

Business

Effective Term & Year: Fall 2022

Course Outline Review Date: 2023-03-01

Program Area: Business Management

Description:

This course is designed to teach non-accounting majors to understand the basic concepts of finance, to have a good understanding of financial analysis, improve their decision-making skills and apply the theory of finance to solve business problems. Topics include preparation of cash flows statement, financial statement analysis, profit planning, working capital management, budgeting, cost of capital, capital structure, time value of money, and business valuation.

Program Information:

This course is required for business management students who are not pursuing a career in accounting.

Delivery Methods: On-campus (Face-to-Face), Online

Credit Type: College of the Rockies Credits

Credits: 3

Course type/s: Business Management

Instructional Activity and Hours:

Activity	Hours
Classroom, Directed Studies or Online Instruction	45
Seminar/Tutorials	
Laboratory/Studio	
Practicum/Field Experience	

Co-op/Work Experience	
Other	
Total	45

Course Requisites:

None

Flexible Assessment: Yes

In some cases students may be able to apply for recognition of prior learning outside the classroom. This flexible assessment process provides equivalent course credit. It is a rigorous process that may include external evaluation, worksite assessment, demonstration, standardized test, self-assessment, interview, products/portfolio, and challenge exam, or other measures as appropriate. Tuition fees apply. Contact an education advisor for more information.

Course Transfer Credit:

For information about receiving transfer credit for courses taken at other BC institutions, please see <http://www.bctransferguide.ca>. All requests for course transfer credit from institutions in BC or elsewhere should go to the College of the Rockies Enrollment Services office.

Textbook Resources:

Textbook selection varies by instructor and may change from year to year. At the Course Outline Effective Date the following textbooks were in use:

Each student needs a textbook. Students also require a financial calculator.

Atrill, Peter and Hurley, Paul, *Financial Management for Decision Makers*, 2nd Canadian Edition. Pearson Canada, 2012.

Please see the instructor's syllabus or check COTR's online text calculator <http://go.cotr.bc.ca/tuition/tCalc.asp> for a complete list of the currently required textbooks.

Learning Outcomes:

Upon the successful completion of this course, students will be able to:

- understand the role of financial management within a business;
- identify and evaluate some of the external factors that one must consider to improve a company's bottom line;
- examine the contents and structure of the statement of income and statement of comprehensive income, the statement of changes in equity and statement of financial position;
- prepare cash flow statements for business and not-for-profit organizations;
- analyze financial statements by using meaningful ratios;
- apply break-even analysis to help maximize profitability;
- apply several strategies to manage working capital efficiently;
- analyze a firm's performance to determine its strengths and weaknesses and be able to use financial analysis to improve performance;
- prepare projected financial statements and how to measure growth and financial health;
- describe financial needs and financing requirements;
- explain financial and capital structure and explain the cost concepts;
- demonstrate the importance of leverage analysis and calculate the different leverages;
- understand and apply the concept of the time value of money;
- evaluate capital investment decisions by using time-value-of-money yardsticks;
- assess capital investments by measuring risk; and
- apply and understand the different business valuation models.

Course Topics:

- Overview of financial management
- Accounting and financial statements
- Statement of cash flows
- Financial statement analysis
- Profit planning and decision making
- Working capital management
- Planning, budgeting and controlling
- Sources and forms of financing
- Cost of capital, capital structure and financial markets
- Time-value-of-money concept
- Capital budgeting
- Business valuation

See instructor's syllabus for the detailed outline of weekly readings, activities and assignments.

Evaluation and Assessments

Assessment Type: On-Campus (face-to-face)

Assessment Type	% of Total Grade
Online Quizzes	10%
Class Works	15%
Project	5%
Midterm	35%
Final Exam	35%
Total	100%

Assessment Type: Online

Assessment Type	% of Total Grade
Online Quizzes	10
Homework/Assignments	10
Project	10
Midterm	35
Final Exam	35

Grade Scheme

A+	A	A-	B+	B	B-	C+	C	C-	D	F
>=90	89-85	84-80	79-76	75-72	71-68	67-64	63-60	59-55	54-50	<50

Evaluation Notes: Certificate and diploma students are required to maintain a minimum course grade of C- (55%) in all program courses. BBA students are required to maintain a minimum course grade of C (60%) and an average course grade of C+ in all program courses that contribute to the BBA.

Evaluation Notes Comments:

1. Final exam will be given in the exam period at the end of the semester.
2. Students will be expected to complete homework regularly and check and correct their answers.

Please see the instructor's syllabus for specific classroom policies related to this course, such as details of evaluation, penalties for late assignments and use of electronic aids.

Exam Attendance:

Students must attend all scheduled exams at the appointed time and place. Instructors may approve an alternate exam to accommodate an illness or personal crisis. Department heads will consider other written requests. Any student who misses a scheduled exam without prior approval will receive a "0" on the exam.

Academic Policies:

College of the Rockies policies related to courses can be found at <https://cotr.bc.ca/about-us/college-policies/> and include the following:

- Policy 2.4.3 Students with Documented Disabilities
 - Policy 2.4.4 Student Conduct (plagiarism, other cheating, behavioral misconduct)
 - Policy 2.5.8 Academic Performance
 - Policy 2.5.3 Grade Appeal
 - Policy 2.4.9 Student Concerns Re Faculty
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Course Changes:

The College of the Rockies updates course outlines regularly to meet changing educational, employment and marketing needs. The instructor will notify students in writing of any updates to this outline during the semester. The instructor reserves the right to revise, add or delete material while meeting the learning outcomes of this course outline.