1. **Title of the module**

QUSU4003 Introduction to Financial Management

1. **School or partner institution which will be responsible for management of the module**

Centre for Higher and Degree Apprenticeships

1. **The level of the module (Level 4, Level 5, Level 6 or Level 7)**

 Level 4

1. **The number of credits and the ECTS value which the module represents**

15 credits (7.5 ECTS)

1. **Which term(s) the module is to be taught in (or other teaching pattern)**

This module is being taught as part of the BSc (Hons) Quantity Surveying that is delivered through a part-time distance learning approach.

1. **Prerequisite and co-requisite modules**

None

1. **The programmes of study to which the module contributes**

BSc (Hons) in Quantity Surveying, Certificate in Quantity Surveying.

1. **The intended subject specific learning outcomes.**

 **On successfully completing the module students will be able to:**

1. Understand the underpinning principles and function of financial management, its parameters and protocols within the construction industry.
2. Identify and assess how financial management is applied to the key phases of a construction project including, feasibility studies and whole life costing.
3. Demonstrate a basic understanding of financial information and how it is reported, including cash flow, balance sheets, profit and loss accounts.
4. Understand the importance of the control and recording of income and expenditure for construction projects and risks.
5. Demonstrate an awareness of the valuation process on the progress of projects and the effect of changes to the project to budgets and costing.
6. **The intended generic learning outcomes.
On successfully completing the module students will be able to:**
7. Engage in basic data management and numerical accounting.
8. Apply developing analytical and numeracy skills.
9. Interpret and analyse information.
10. Evidence management of change.
11. **A synopsis of the curriculum**

The module introduces the function and practice of financial management and its role within the construction industry. It explores the role played by financial management at key phases of construction projects, from initial estimating, design costing, procurement through to completion. It also supports the acquisition of elementary financial accounting and financial reporting skills and the ability to interpret financial reports

1. **Reading list (Indicative list, current at time of publication. Reading lists will be published annually)**

# [Coombs](https://www.amazon.co.uk/s/ref%3Ddp_byline_sr_book_1?ie=UTF8&text=William+E.+Coombs&search-alias=books-uk&field-author=William+E.+Coombs&sort=relevancerank) W.E. (2017). *Construction Accounting and Financial Management.*

# Forgotten Books

Ross, A. and William, P. (2013) *Financial Management in Construction Contracting*. Wiley-Blackwell [Allan Ashworth](https://www.amazon.co.uk/s/ref%3Ddp_byline_sr_book_1?ie=UTF8&text=Allan+Ashworth&search-alias=books-uk&field-author=Allan+Ashworth&sort=relevancerank), A. [Hogg](https://www.amazon.co.uk/s/ref%3Ddp_byline_sr_book_2?ie=UTF8&text=Keith+Hogg&search-alias=books-uk&field-author=Keith+Hogg&sort=relevancerank), K., and  [Higgs](https://www.amazon.co.uk/s/ref%3Ddp_byline_sr_book_3?ie=UTF8&text=Catherine+Higgs&search-alias=books-uk&field-author=Catherine+Higgs&sort=relevancerank), C. (2013).

*Willis's Practice and Procedure for the Quantity Surveyor.* Wiley-Blackwell

Potts, K. (2014). *Construction Cost Management.* Routledge

Burtenshaw-Gunn, S. (2016). *Risk and Financial Management in Construction*. Routledge

1. **Learning and teaching methods**

The total study time for this module is 150 hours incorporating online e-learning, work-based experience and private study.

Teaching is delivered as a distance learning approach. VLE-delivered e-activities, VLE-delivered work activities serve to reinforce material presented online and also relate directly to the learning objectives. These are specifically based on enabling students to relate their theoretical knowledge to the workplace.

Work-based experience serves to reinforce and provide real-life context to the material being delivered in the module.

Private study encompasses the revising of all material presented in the above various forms of teaching and learning, together with the opportunity to explore and read more widely around specific topics.

1. **Assessment method**
	1. Case study, written assignment 80% - 2000 words

 Exam 20% - 1 hour

 13.2 Reassessment methods

 Like for like

1. ***Map of module learning outcomes (sections 8 & 9) to learning and teaching methods (section12) and methods of assessment (section 13)***

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Module learning outcome** | *8.1* | *8.2* | *8.3* | *8.4* | *8.5* | *9.1* | *9.2* | *9.3* | *9.4* |
| **Learning/ teaching method** |  |  |  |  |  |  |  |  |  |
| **Private Study** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** | **x** |
| Teaching | **x** | **x** | **x** | **x** | **x** | **x** |  | **x** | **x** |
| Work based experience |  |  | **x** |  | **x** | **x** | **x** |  |  |
| **Assessment method** |  |  |  |  |  |  |  |  |  |
| *Case study*  | **x** | **x** |  | **x** | **x** |  | **x** | **x** | **x** |
| *Exam* |  |  | **x** |  |  | **x** |  |  |  |

1. **Inclusive module design**

The Centre recognises and has embedded the expectations of current equality legislation, by ensuring that the module is as accessible as possible by design. Additional alternative arrangements for students with Inclusive Learning Plans (ILPs)/declared disabilities will be made on an individual basis, in consultation with the relevant policies and support services.

The inclusive practices in the guidance (see Annex B Appendix A) have been considered in order to support all students in the following areas:

a) Accessible resources and curriculum.

b) Learning, teaching and assessment methods.

1. **Campus(es) or centre(s) where module will be delivered**

Distance

1. **Internationalisation**

Financial management is an essential element within the construction industry and is applicable to the management of projects and reporting for both national and international projects.

**FACULTIES SUPPORT OFFICE USE ONLY**

**Revision record – all revisions must be recorded in the grid and full details of the change retained in the appropriate committee records.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date approved | Major/minor revision | Start date of the delivery of revised version | Section revised | Impacts PLOs (Q6&7 cover sheet) |
|  23 Jan 19 | New | Sept 19 | New |   |
|  |  |  |  |  |