

Financial Concepts and Tools for Managers

Course Description

Finance involves obtaining, using, and managing funds to achieve the company's financial objectives (e.g., maximization of shareholder value). The course emphasizes and develops an understanding of financial concepts, tools, strategies, and major decision areas related to the financial management of the business. This course is directed toward the businessperson who must have financial knowledge but has not recently had training in finance.

Topics include a broad overview of business types and formation, funding, capital markets, tax planning, budgeting, financial statement and analysis and many other aspects of running a business. Many subjects are discussed with the intention of providing the business person with a quick introduction to commonly used business terms and requirements.

Completion Deadline & Exam: This course, including the examination, must be completed within one year of the date of purchase. In addition, unless otherwise indicated, no correct or incorrect feedback for any exam question will be provided.

Course Level: Overview. This program is appropriate for professionals at all organizational levels.

Category: Finance

Prerequisite: None

Advanced Preparation: None

Course Learning Objectives

Module 1: The Basics

After studying this module, you will be able to:

1. Identify the influence and concerns of financial managers.
2. Identify depreciation methods and tax deductions.
3. Differentiate between several financial analysis ratios.

4. Calculate return on investment.

Module 2: Budgeting and Financial Forecasting

After studying this module, you will be able to:

1. Identify the different types of budgets an organization might need, and the steps required in projecting external financial needs.
2. Recognize the different ways to improve cash management.

Module 3: Risk, Return, and Valuation

After studying this module, you will be able to:

1. Recognize different methods for measuring risk.
2. Identify the relationship between bond price and interest rates.
3. Recognize the concept of time value of money.
4. Recognize various evaluation methods for capital budgeting.
5. Recognize steps in the lease versus purchase decision.

Module 4: Determining Cost of Capital and Capital Structure Decisions

After studying this module, you will be able to:

1. Identify the relative costs associated with using different types of capital.
2. Distinguish between the different objectives for dividend policies.

Module 5: Short-Term Financing

After studying this module, you will be able to:

1. Recognize different financing strategies.
2. Recognize a characteristic of intermediate-term bank loans.

Module 6: Long-Term Debt and Stocks

After studying this module, you will be able to:

1. Identify the characteristics of different types of long-term debt, and the associated risks.
2. Identify different purchase and sales processes for securities.

Module 7: Business Combinations and Reorganizations

After studying this module, you will be able to:

1. Differentiate between different types of mergers and acquisitions.
2. Recognize the uses and benefits of business combinations.
3. Recognize the characteristics of a tender offer.
4. Recognize different techniques for assigning risk to companies.