

Finance Management & Planning

Assignment pointers

- This Week
 - Assignment pointers
 - Next week Drop in Session

Assignment Pointers

Thoughts on Sections

Executive Summary

Introduction

Use and Limitation of Ratios

Ratio Analysis

Summary of Findings

Conclusion and Recommendation

Appendices

Thoughts on Sections

Executive Summary

Usually the last thing written as it is the overview and summary of your recommendations and findings.

This is to advise the reader of what the report is about and what your findings are

Introduction

Basic overview of the company - do not spend a lot of words or time on this !!!! This is not a mark rich area of the assignment .

Thoughts on Sections

Use and Limitations of Ratios

Why do we use statements and Ratios

What are the limitations of using them

Ratio Analysis

The outcomes of your calculations

What are they showing show

What changes have happened year on year

Can we link certain Ratio's together for a wider understanding

This is the important bit

Summary of Findings

Critical Analysis of what you are seeing and understanding from the ratios and the wider reading that is informing your decision.

Be conscience of descriptive writing i.e. just explaining

How do we link the findings together ?

Conclusion and Recommendation

What is your decision and how do you back it up with your findings with the information within the report.

This is a Financial review not a personal review.

Appendices

Reference list in Harvard Format

Ratio calculations

The Statements

Where are the marks ?

Engagement with Literature

10 Marks

- References
- Evidence of wider reading

Knowledge and Understanding

20 Marks

- Explanation of the use of Ratios and interpretation of the outcomes
- Demonstrate your knowledge

Cognitive and Intellectual Skills

35 Marks

- Critical Analysis of the information
- Use of the information to explain your decision and conclusion

Practical Skills

20 Marks

- Calculation of the Ratios

Transferable Skills

15 Marks

- The above sections will show how these skills will be used

Things to think about

References – ensure you have referenced your wider reading, the reference list is not bibliography .

Descriptive writing versus critical analysis

Validate your conclusion with your findings