Financial Analysis in IT and Administrative Management

ADMG 531

4 Credits

Course Description

Addresses the financial analysis functions necessary for an administrative or IT manager to make intelligent financial decisions and communicate effectively with financial professionals. Includes understanding financial statements, accounting concepts, ratio analysis, capital budgeting, and working capital.

Prerequisites: ADMG 501

Learner Outcomes

Students will be able to identify, define, and apply accounting and financial terminology and concepts.

Students will be able to interpret the effects of various IT organizational transactions on the financial position of the organization.

Students will be able to read, analyze, and evaluate income statements, balance sheets, and cash flow statements and use the findings to make effective IT and administrative management decisions.

Students will be able to calculate and interpret key financial ratios important to IT and administrative managers.
Students will be able to calculate, interpret and apply working capital management techniques in order to optimize cash flow, focusing mainly on the management of inventory and receivables.

Students will be able to identify, explain, and analyze capital budgeting techniques and the role they play in IT project management, including calculating and interpreting payback, net present value, and the internal rate of return.

Students will be able to use computer technologies to assist in the analysis of and preparation of IT and administrative management financial documents.

Students will be able to communicate effectively with financial professionals, presenting ideas using sound financial principles.

Students will be able to interpret current IT and administrative management financial articles.

*Specific course faculty and materials vary by quarter. Current information can be found on the CWU SAFARI System. ITAM classes are often offered in online, hybrid, or traditional format. Visit the CWU SAFARI system for complete details.*

**University Policy on Academic Integrity**

Academic Integrity is a standard set for this course. Students are expected to complete all of their coursework and assignments using their original words and ideas and will properly cite the words and ideas of others. Students are also expected to be honest in their interactions with the instructor. A student found to have not upheld these expectations is subject to failing this course and shall be subject to disciplinary action or sanction. The University catalog defines the term “academic dishonesty” in all its forms including, but not limited to:

- cheating on tests;
- copying from another student’s test paper;
- using materials during a test not authorized by the person giving the test;
- collaboration with any other person during a test without authority;
- knowingly obtaining, using, buying, selling, transporting, or soliciting in whole or in part the contents of an un-administered test or information about an un-administered test;
- bribing any other person to obtain an un-administered test or information about an un-administered test; substitution for another student or permitting any other person to substitute for oneself to take a test; plagiarism” which shall mean the appropriation of any other person’s work and the unacknowledged incorporation of that work in one's own work offered for credit;
• “collusion” which shall mean the unauthorized collaboration with any other person in preparing work offered for credit.

University Policy on Special Needs
If you have a disability that may prevent you from meeting course requirements, contact the instructor immediately to file a Student Disability Statement and to develop an Accommodation Plan. Course requirements will not be waived but reasonable accommodations will be developed to help you meet the requirements. You are expected to work with the instructor and the CWU Disability Support Specialist to develop and implement a reasonable Accommodation Plan. For contact information at Center for Disability Services (CDS) please visit: http://www.cwu.edu/~dss/cms/.

CWU Writing Center
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