Master of Science
Information Technology and Administrative Management

ADMG 531	Financial Analysis in IT and Administrative Management	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.

Co- or prerequisite: 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.

Assessments

Exercises, problems, case studies, quizzes, and exams sued to assess the knowledge and understanding of financial terminology and concepts.

Exercises, quizzes, and exams used to assess knowledge and understanding of the effects of transactions on the organization's financial position.

Exercises, problems, case studies, quizzes, and exams used to assess knowledge and understanding of how to read, analyze and evaluate the financial statements and use that information to make effective decisions.

Exercises, problems, case studies, quizzes, and exams used to assess knowledge and understanding of the calculation and interpretation of key financial ratios.

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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.	Exercises, problems, case studies, quizzes, and exams used to assess knowledge and understanding of working capital management techniques.
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.	Exercises, problems, case studies, quizzes, and exams used to assess knowledge and understanding of capital budgeting techniques.
Students will be able to use computer technologies to assist in the analysis of and preparation of IT and administrative management financial documents.	Research project and discussion questions used for assessing the proficiency of using the Internet, worksheets, and word processing programs for financial documents.
Students will be able to communicate effectively with financial professionals, presenting ideas using sound financial principles.	Professional memos used to assess ability to communicate financial information.
Students will be able to interpret current IT and administrative management financial articles.	Research project and presentations used to assess ability to interpret financial articles.

Specific course faculty and materials vary by quarter. Current information can be found on MyCWU and Canvas LMS.

ITAM classes are often offered in online, hybrid, or traditional formats. Visit my.cwu.edu 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. WAC 106-125-020 defines the term "academic dishonesty" in all its forms including cheating, plagiarism, and fabrication. This can include:

- 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.

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University Policy on Special Needs

Central Washington University is committed to creating a learning environment that meets the needs of its diverse student body. If you anticipate or experience any obstacles to learning, contact Disability Services to discuss a range of available options. Student Disability Services is located in Hogue 126. Call 509.963.2214 or email ds@cwu.edu for more information. www.cwu.edu/disability-support

CWU Writing Center

Central Washington University is a community of scholars and writers who are supported by the University Writing Center. Peer consultants guide students of all disciplines and all levels toward communication that will be effective in a global and diverse environment. http://www.cwu.edu/learning-commons/university-writing-center

Diversity at CWU

CWU expects every member of the university community to contribute to an inclusive and respectful culture for all in its classrooms, work environments, and at campus events.

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