

CAMBRIDGE MANAGEMENT AWARD

EXECUTIVE DIPLOMA

MODULE ASSIGNMENT

MODULE TITLE: Financial Management

MODULE NUMBER: 4182/B

Valid between 1 January 2002 and 31 December 2002

INSTRUCTIONS TO CANDIDATES

You should read the assignment carefully.

It is important to complete the **Assignment Cover Sheet** when you have finished your work. You must complete the details and sign the declaration to confirm that the assignment is all your own work and your tutor must sign to verify that it is your own work.

The length of the assignment must be between 3000 and 4000 words.



UNIVERSITY of CAMBRIDGE
Local Examinations Syndicate

Executive Diploma Module 4182/B

Financial Management – Core Module

Title: Financing a Project

- 1.** Identify a project that is being undertaken within the organisation in which you work. The project need not be within your own area, but you should be familiar with its purpose and the work that is being carried out. You should have access to the project planning records, including the financial projections and budgets.
- 2.** Evaluate the current financial position of the project, through a careful study of the financial history since its start. You should be aware of the progress being made against the project plan.
- 3.** Using all this information, prepare a project budget for the next accounting period (P1) containing at least a Profit and Loss account, cash flow statement and balance sheet. You should adhere to the common assumptions and protocols of your organisation and the project, showing how these affected, if at all, your budget.
- 4.** Monitor financial expenditure over a one-month period (or a convenient accounting period) against your budget. Prepare a report on the comparison between budgeted and actual expenditure, using appropriate financial terminology where appropriate. Identify variations and comment upon their significance.
- 5.** Using this information, prepare a budget for a further accounting period (P2). This should take into account the expected results of monitoring the actual expenditure against the budget forecast for the first period (P1). You should clearly identify the assumptions you have made in preparing this second forecast and the measures you have used in making these.

You must include in your assignment all documentation, notes and materials generated from each stage as shown above.

You are not expected to include confidential information on your organisation, its personnel or performance.