

## SYLLABUS

Basic data of the subject			
Unit of academic:	Faculty of Tourism and Environment		
Title of Course:	Financial Management		
Level:	Bachelor		
Status of Course:	Obligatory		
Year of study:	II		
Number of hours per week:	3		
Credits - ECTS:	5		
Time / location:			
Professor of subject:	Prof.As.Dr.Leonora Haliti Rudhani		
Details of contact:	<a href="mailto:Leonora.rudhani@ushaf.net">Leonora.rudhani@ushaf.net</a>		
<b>Content</b>			
	Students through this module will know: The Role of Finance & Finance Manager, Financial planning, The Time Value of Money; methods of financial analysis; Risk Management; Capital Resources and Financial Cost; Factors Affecting the Cost of Capital; Financial Leverage and Capital Structure; Dividend Policy; Effective Working Capital Management		
<b>Objectives</b>			
	Financial Management aims to equip students with the skills of calculating and reading financial information. Relying on these skills students will be able to support financial and investment decisions in a calculation and analysis of business financial parameters.		
<b>Learning Outcomes</b>			
	<p>Upon successful completion of this course, students should be able to:</p> <ul style="list-style-type: none"> <li>• know the concept of finance and the role of financial manager in a real business (firm);</li> <li>• know the decision-making process on investments and sources of financing by managing risk;</li> <li>• demonstrate skills in enterprise financial analysis;</li> <li>• know the process of budget planning and drafting preform statements.</li> </ul>		
Student Contribution Charge(which should correspond with student learning results)			
Activities	Hours	Days/Week	Total
Lectures	2	15	30
Theory/Lab exercises	1	15	15
Practical work			
Contact hours/consultations with lecturer	2	4	8
Exercises in the field (study visits)	3	2	6
Tests, seminars	1	1	1

Home work			
Student's independent study time (library or home)	3	15	45
Final preparation for exam	6	3	18
Time spent during assessment (tests, quizzes, final exam)	2	1	2
Projects, presentations, etc.			
<b>Total</b>			<b>125</b>
<b>Methodology of Teaching:</b>			
	<i>Lectures, discussions, numerical exercises and case studies</i>		
<b>Evaluation methods</b>			
	<p><i>Students are evaluated continuously during discussions and case studies in the classroom.</i></p> <p><i>Homework will be graded up to 15 points</i></p> <p><i>The case study worked by the student dei in 20 points</i></p> <p><i>The first test 30 points, the second test 35 points;</i></p> <p><i>Students who do not participate in the assessment activities during the semester will undergo the final exam. The exam consists of open-ended questions, optional answer questions and calculations.</i></p>		
<b>Literature</b>			
<b>Basic Literature</b>			
	<ol style="list-style-type: none"> <li><i>Dr. Isa Mustafa: Menaxhmenti financiar, RIINVEST, Prishtinë.</i></li> <li><i>Dr.Halit Xhafa &amp; Beshir Ciceri: Drejtimi financiar, albPAPER-Tiranë</i></li> </ol>		
<b>Additional Literature</b>			
	<ol style="list-style-type: none"> <li><i>Eugene F. Brigham, Michael C. Ehrhardt 2008 "Financial Management Theory and Practice", 13<sup>th</sup> edition. Thomson South-Western, United States I perkthyer ne shqip me titull "Drejtimi financiar" Teori dhe Praktikë.</i></li> <li><i>Prof. Dr.Halit Xhafa: Drejtim financiar, Pegi, Tiranë</i></li> <li><i>Herbert B. Mayo: Financa, Libri uneversitar, Tiranë</i></li> </ol>		
<b>The lesson plan design:</b>			
<b>Weeks</b>	<b>Weeks Lectures that will be held:</b>		
<b>First week</b>	<p><b><i>Introduction to Financial Management</i></b></p> <p><i>Mustafa, I. (2008), Chapter 1.</i></p> <p><i>Eugene F. Brigham, Michael C. Ehrhardt 2008, Chapter 1.</i></p> <p><i>William R. Lasher 2008, Chapter 1.</i></p> <p><i>James C. Van Horne and John M. Wachowicz, 2008, Chapter1.</i></p>		
<b>Second week</b>	<p><b><i>Financial Making Decision in Business</i></b></p> <p><i>Mustafa, I. (2008), Chapter 2.</i></p>		
<b>Third week</b>	<p><b><i>The Time Value of Money</i></b></p> <p><i>Mustafa, I. (2008), Chapter 3.</i></p>		

	<p><i>Eugene F. Brigham, Michael C. Ehrhardt 2008, Chapter 2.</i>  <i>William R. Lasher 2008, Chapter 6.</i>  <i>James C. Van Horne and John M. Wachowicz, 2008, Chapter 2.</i></p>
<b>Fourth week</b>	<p><b>Financial Analysis</b>  <i>Mustafa, I. (2008), Chapter 4.</i>  <i>Eugene F. Brigham, Michael C. Ehrhardt 2008, Chapter 4.</i>  <i>James C. Van Horne and John M. Wachowicz, 2008, Chapter 3.</i></p>
<b>Fifth week</b>	<p><b>Inside and Outside Control</b>  <i>Mustafa, I. (2008), Chapter 5.</i></p>
<b>Sixth week</b>	<p><b>Financial Planning</b>  <i>Mustafa, I. (2008), Chapter 6</i>  <i>Eugene F. Brigham, Michael C. Ehrhardt 2008, Chapter 14.</i>  <i>William R. Lasher 2008, Chapter 4.</i>  <i>James C. Van Horne and John M. Wachowicz, 2008, part from Chapter 3.</i></p>
<b>Seventh week</b>	<p><b>First Exam</b></p>
<b>Eighth week</b>	<p><b>Investment</b>  <i>Mustafa, I. (2008), Chapter 7</i>  <i>William R. Lasher 2008, Chapters 10,11,12.</i>  <i>James C. Van Horne and John M. Wachowicz, 2008, Chapter 12,13.</i></p>
<b>Ninth week</b>	<p><b>Risk Management</b>  <i>Mustafa, I. (2008), Chapter 8</i> <i>William R. Lasher 2008, Chapter 12.</i> <i>James C. Van Horne and John M. Wachowicz, 2008, Chapter 14</i></p>
<b>Tenth week</b>	<p><b>Short-term and Medium-term Resources</b>  <i>Mustafa, I. (2008), Chapter 9.</i>  <i>James C. Van Horne and John M. Wachowicz, 2008, Chapter 11.</i></p>
<b>Eleventh week</b>	<p><b>Long-term Financial Resources</b>  <i>Mustafa, I. (2008), Chapter 10.</i>  <i>Eugene F. Brigham, Michael C. Ehrhardt 2008, Chapter 8,9.</i>  <i>William R. Lasher 2008, Chapter 14.</i>  <i>James C. Van Horne and John M. Wachowicz, 2008, Chapter 20.</i></p>
<b>Twelfth week</b>	<p><b>Capital Cost</b>  <i>Mustafa, I. (2008), Chapter 11.</i>  <i>Eugene F. Brigham, Michael C. Ehrhardt 2008, Chapter 10.</i>  <i>William R. Lasher 2008, Chapter 13.</i>  <i>James C. Van Horne and John M. Wachowicz, 2008, Chapter 15.</i></p>

<b>Thirteenth week</b>	<p><b>Dividend Policy</b>  <i>Mustafa, I. (2008), Chapter 12.</i>  <i>William R. Lasher 2008, Chapter 15.</i>  <i>James C. Van Horne and John M. Wachowicz, 2008, Chapter 18.</i></p>
<b>Fourteenth week</b>	<p><b>Working Capital Management</b>  <i>Mustafa, I. (2008), Chapter 13.</i>  <i>Eugene F. Brigham, Michael C. Ehrhardt 2008, Chapter 22.</i>  <i>William R. Lasher 2008, Chapter 16.</i>  <i>James C. Van Horne and John M. Wachowicz, 2008, Chapter 8.</i></p>
<b>Fifteenth week</b>	<b>Second Exam</b>
<b>Academic politics and Rules of Conduct:</b>	
<p><i>Regular attendance, tranquility and active engagement in dialogue during lectures and exercises are obligatory. As a matter of courtesy, mobile phones should be switched off during classes and exams.</i></p>	