



INDIAN INSTITUTE OF MANAGEMENT KOZHIKODE
EXECUTIVE POST GRADUATE CERTIFICATE IN WOMEN'S
LEADERSHIP (EPGCWL)

Course Outline

Course Code and Course Title	Essentials of managing your finances
Course type	Skills building course
Pre-requisites (if any)	Basic knowledge of commerce and mathematics
Course Credit	1.0
Total no. of sessions	4
Session Duration	150 minutes
Quarter	I
Year and Batch	2020
Sections (if any)	

Instructor	Ram Kumar Kakani
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Office	Faculty Block 3, Room No 4
Consultation Hours	Any time during class days

Introduction

Business is about making money and playing with money. Hence, as women professionals and entrepreneurs, one needs to have a fair idea of essential things about finance. In other words, women entrepreneurs and managers (irrespective of their specializations) need to understand the essentials of managing finances. This course provides the necessary exposure to the student(s) on the foundations of managing finance. It is to inculcate a broad level of financial awareness among EPGCWL students. Therefore, I will strongly advise you not to take the course just as another hurdle that you must clear to get a bullet point. If you need any extra help in the course, do not hesitate to get in touch with me.

Learning Outcomes/Course Objectives

The objective of this tailored course is to acquaint the women students with the key financial concepts and techniques such as understanding financial statements, financial analysis, time value of money, shareholder value maximization, and simple capital budgeting techniques, where the emphasis is laid on sound concepts and their managerial implications.

Textbooks and Learning Materials

Text Book(s)

1. Ramachandran, Neelakantan & Ram Kumar Kakani. *How to Read a Balance Sheet. Finance Made Easy Series, 2nd Edition.* McGraw Hill, 2013
2. Ramachandran, Neelakantan & Ram Kumar Kakani. *How to Read a Profit & Loss Statement. Finance Made Easy Series, 2nd Edition.* McGraw Hill, 2013
3. Ramachandran, Neelakantan & Ram Kumar Kakani. *How to Analyze Financial Statements. Finance Made Easy Series, 2nd Edition.* McGraw Hill, 2013

4. Ramachandran, Neelakantan & Ram Kumar Kakani. *How to Read a Cash Flow Statement. Finance Made Easy Series, 2nd Edition*. McGraw Hill, 2013

Besides, Students will be given a 2-4 pdf file of short readings/presentations as part of the course material at the end of each session.

Reference Book(s)

- ❖ "Corporate Finance" by Ross, Westerfield, Jaffe, & Kakani, Special Indian Edition, McGraw Hill Education, 2018. [RWJK]
- ❖ "Financial Accounting for Management" by Ramachandran & Kakani, McGraw Hill, 2011 [RK]
- ❖ "Fundamentals of Financial Management" by Van Horne & Wachowicz, EEE Publication [VW]
- ❖ "Principles of Managerial Finance" by Lawrence Gitman, Pearson [LG]

Any other good introductory book on Corporate Finance OR Financial Management

Additional Reading(s)

URL Links of the same will shared from time to time

Technology and Software (if any)

NA

Other Resources (Journals, Internet Websites) (if any)

The following sources, apart from CMIE-PROWESS, have extensive information about the financial world, economy, and markets.

- ◆ *Government & Related Institutional Websites:* [Securities and Exchange Board of India \(SEBI\)](#), [Reserve Bank of India \(RBI\)](#), [Ministry of Finance – Government of India \(*.nic.in\)](#), [National Stock Exchange \(NSE\)](#), and [Bombay Stock Exchange \(BSE\)](#).
- ◆ *Financial Magazines / Financial Newspaper Websites:* [Business Standard](#), [Hindu Business Line](#), [Financial Express](#), [Economic Times](#), etc.
- ◆ *Other websites:* [Capital Market](#), [Indiainfoline](#), [Indiabulls](#), [Equitymaster](#), [Sharekhan](#), [iInvestor](#), [CRISIL](#), [CMIE](#), [CapitalIdeasOnline](#), [ICICIMarkets](#), [Motleyfool](#), [World Bank](#), [ICICIDirect](#), [5paisa](#), [CARE](#), [MoneyControl](#), [Myiris](#), etc.
- ◆ *'Investors Section' / 'Shareholders Section' of Company Websites:* For instance: [Infosys Ltd](#), [Reliance Industries](#) & [Tata Steel](#).

Pedagogy/Learning Process

Financial Management course is based on mini-lectures, case analysis, continuous individual assignments, and vivid illustrations. Active participation by students is an essential feature of the course. A variety of quizzes, class illustrations and case studies are the main pedagogical instruments.

Evaluation Components/Assessment of Student Learning

Assessment Tool	Percentage	Description
End-Term Examination	50%	This component is required to check and evaluate the students' understanding of concepts and application of appropriate tools and techniques
Continuous Individual Assignments	40%	This facilitates students to demonstrate the ability to integrate the information and the skills accumulated in their course with their existing commerce in the chosen areas.
Class Participation	10%	Students are expected to participate in class discussion and work on case analysis as it would provide them opportunities to integrate their learnings related to finance.

Exams → End-term exam will typically have cases/problems followed by questions. The end-term exam will be comprehensive meaning you will be responsible for all the material covered in the course.

Class Participation → I will sometimes randomly call student to present their case/assignment solutions and at other times I will allow students to volunteer to present their work solutions. Class participation marks will also be based on participation in class discussion, attendance, and being on time.

Session Teaching Plan

Hour-wise Plan	Module	Topic	Chapter No. / Reading material / Cases
1	Understanding Financial Statements	Balance Sheet	Book: How to read a Balance Sheet
2	Understanding Financial Statements	Balance Sheet Analysis & Introduction to the Profit & Loss Statement	Books: How to read a Balance Sheet and How to read a Profit & Loss Statement
3-4	Understanding Financial Statements	Profit & Loss Statement	Book: How to read a Profit & Loss Statement
5	Analyzing Financial Statements	Financial Statement Analysis, Future Financial Health – Part I	Book: How to analyze Financial Statements
6	Analyzing Financial Statements	Financial Statement Analysis, Future Financial Health – Part II (with overview of Working Capital Management)	Book: How to analyze Financial Statements
7	Appreciating Managerial Finance	The Role of Financial Manager	Short Reading Note (soft copy will be emailed)
8	Managing	Time Value of Money and	Short Reading Note (soft

	Finances	followed by Cost of Capital	copy will be emailed)
9	Managing Finances	Capital Budgeting Techniques Introduction	Short Reading Note (soft copy will be emailed)
10	Managing Finances	Cash Flow and its link to the Business, Tax, and Financial Environment	Book: How to read a Cash Flow Statement

Note:

- ◆ *Prior reading of the suggested reading material would help in the class discussion and assimilation process.*
- ◆ *The above sequence is tentative (and would be altered based on initial class experience).*
- ◆ *PowerPoint presentations & Excel Sheets: Session-wise Pdf files would be e-mailed after the session.*

Additional Instructions

Students are expected to be above reproach in all scholastic activities and disciplinary issues. Students who engage in scholastic dishonesty or indiscipline are subject to disciplinary penalties.