



Business & Computing Examinations (BCE) LONDON (UK)

Finance Programme Analysis

The development of BCE programmes include extensive market research from the following sources:

- Data from BCE Centre Annual Reports.
- Enquiries received from different stakeholders.
- Email survey from statutory consultees and stakeholder bodies.
- Questionnaire survey from BCE learners.
- Input received during Approved Centres and Corporate companies training seminar.
- BCE discussions and feedback from potential employers.

BCE learners are 18+, classified as follows:

- Holders of General Certificate of Secondary Education (GCSE) intending to obtain a programme for employment or further education.
- Those already in employment furthering their knowledge for promotion or to venture into new fields.
- Corporate Companies approaching BCE directly or Approved Centres for in-house training.
- Those looking for career change.
- Mature adults with no formal programmes.

Guided Learning Hours is the entire notional learning hours representing estimate of total amount of time reasonably required for learners to achieve necessary level of attainment for the award of a programme.

Activities that contribute to guided learning hourse include:

- Guided Learning
- Independent and unsupervised research/learning
- Unsupervised compilation of a portfolio of work experience
- Unsupervised e-learning
- Unsupervised e-assessment
- Unsupervised coursework
- Watching a pre-recorded podcast or webinar
- Unsupervised work-based learning

Activities that contribute to Guided Learning include:

- Classroom-based learning supervised by a Tutor
- Work-based learning supervised by a Tutor
- Live webinar or telephone tutorial with a Tutor in real time
- E-learning supervised by a Tutor in real time
- Forms of assessment

Level 5 Diploma in Finance (147 Credits)

Finance is the most encompassing of all business enterprises. To understand finance one must know about the entire business, indeed the entire economy. The Financial system (or the economy) is composed of consumers, manufacturers and distributors. These groups need money to purchase products and services. One way of looking at finance is it is a process of getting the money to purchase these goods and services. Many economists assume that households have excess money and corporations need money. This is obviously a gross simplification. At any given point some individuals have excess money to invest where others need to borrow. The same is true for corporations and other organisations.

Why does the programme exists – It takes money to make money, and every small business needs money to get started, to operate, and to expand and grow. Why do businesses need finance? This programme was designed to answer this question. It is important to clearly identify the purpose of the funds. Business finance is generally used to acquire assets which are employed to help the business achieve its profit-making objectives, such as: to purchase capital items (fixed assets) e.g. plant, equipment, land or buildings, motor vehicles; to increase holdings of trading stock and supplies; to fund research and development; to expand distribution or develop new markets.

How does it fit into the larger programme – A finance career is often confused with accounting, but it involves a significantly different set of positions, skills, and qualities. The finance programme allow learners to become decision makers for organisations including government agencies, stockholders, and other financial organisations. A finance career involves understanding a client’s goals and finding resources to reach them.

For who it was designed – The programme is designed for holders of Diploma in BA & Computer System / Diploma in Accounting in Finance or equivalent programmes, interested in learning finance.

How it will benefit learners – A finance career begins with a formal programme, and there are many opportunities available for learners in the field.

Units:

- Public Finance
- Financial Markets & Investments
- Financial & Managerial Accounting
- Financial Management
- Corporate Governance

Public Finance - is that part of finance which hovers around the central question of allocation of resources subjected to the budget constraint of the government or public entities. It is that branch of economics which identifies and appraises the means and effects of the policies of the government. Public sector finance tries to examine the effects and consequences of different types of taxation and expenditures on the economic agents (individuals, institutions, organisations, etc.) of the society and ultimately on the entire economy. Public finance also analyses the effectiveness of the policies aimed at certain objectives and consequently to the development of procedures and techniques for increasing the effectiveness of the policy.

Financial Markets & Investments - markets are interrelated, and a problem in one market can have its source in a different market. This finding is a starting point for macroeconomics. To limit the number of markets they must explore, economists conventionally lump together or aggregate the vast number of markets in a modern economy into only four: markets for goods and services, financial assets, money balances, and resources.

Financial & Managerial Accounting - Financial accounting is comprised of information that companies make available to the general public: shareholders, creditors, customers, suppliers, and regulatory commissions. Management accounting deals with information that is not made public; information such as salary costs, cost of goods produced, profit targets, and material control information. The knowledge supplied by management accounting is for the use of department heads, division managers, and supervisors to help them make better decisions about the day-to-day operations of the business.

Financial Management - Financial Management is the management of the finances of a business / organisation in order to achieve financial objectives. Financial management is the system by which the financial aspects of an organisation’s business are directed and controlled to support the corporate goals.

Corporate Governance - a corporation is a congregation of various stakeholders, namely, customers, employees, investors, vendor partners, government and society. A corporation should be fair and transparent to its stakeholders in all its transactions. This has become imperative in today’s globalised business world where corporations need to access global pools of capital, need to attract and retain the best human capital from various parts of the world, need to partner with vendors on mega collaborations and need to live in harmony with the community. Unless a corporation embraces and demonstrates ethical conduct, it will not be able to succeed. Ethics is based on broad principles of integrity, fairness and focuses on internal stakeholder issues such as product quality, customer satisfaction, employee wages and benefits, local community and environmental responsibilities issues that a company can actually influence.

Unit	Pre-requisite	Core-requisite	Guided Learning Hours	Number of Credits
Public Finance	Knowledge of accounting and financial terminology.	Completion of Diploma in BA & Computer Systems or Diploma in Accounting & Finance or equivalence.	220	22

Financial Markets & Investments	Knowledge of accounting and financial terminology.	Completion of Diploma in BA & Computer Systems or Diploma in Accounting & Finance or equivalence.	220	22
Financial & Managerial Accounting	Knowledge of accounting and financial terminology.	Completion of Diploma in BA & Computer Systems or Diploma in Accounting & Finance or equivalence.	300	30
Financial Management	Knowledge of accounting and financial terminology.	Completion of Diploma in BA & Computer Systems or Diploma in Accounting & Finance or equivalence.	200	20
Corporate Governance	Knowledge of accounting and financial terminology.	Completion of Diploma in BA & Computer Systems or Diploma in Accounting & Finance or equivalence.	340	34
Coursework (Project) for all units			190	19

Rules of combination:	All units are mandatory
Age Group:	18+
Programme Type:	Vendor/Industry

Business & Computing Examinations (BCE)

Public Finance Learning Hours Information Sheet

Unit Titles		Credits	Notional Learning Hours					Total
			Guided / Contact Learning	Independent Learning	Research Activities / Group Work	Assessment (self/class)	Coursework	
01	The role of the government	2.0	8	6	2	2	2	20
02	Environment externalities	2.0	8	6	2	2	2	20
03	Public goods and services	2.0	8	6	2	2	2	20
04	Cost-benefit analysis	2.0	8	6	2	2	2	20
05	Services and benefits	2.0	8	6	2	2	2	20
06	Public sector - health system	2.0	8	6	2	2	2	20
07	Income tax	2.0	8	6	2	2	2	20
08	Consumption tax	2.0	8	6	2	2	2	20
09	State and local public finance	2.0	8	6	2	2	2	20
10	Public sector - education system	2.0	8	6	2	2	2	20
11	Government borrowing	2.0	8	6	2	2	2	20
		22.0	88					220

Financial Markets and Investments Learning Hours Information Sheet

Unit Titles		Credits	Notional Learning Hours					Total
			Guided / Contact Learning	Independent Learning	Research Activities / Group Work	Assessment (self/class)	Coursework	
01	Markets in the financial system	2.0	8	6	2	2	2	20
02	The money markets	2.0	8	6	2	2	2	20
03	Other markets	2.0	8	6	2	2	2	20
014	Bond prices and interest rate risk	2.0	8	6	2	2	2	20
05	Financial instruments	2.0	8	6	2	2	2	20
06	Nature and purpose of investments	2.0	8	6	2	2	2	20
07	Portfolio and capital market	2.0	8	6	2	2	2	20
08	Stock markets overview	2.0	8	6	2	2	2	20
09	Market efficiency and strategies	2.0	8	6	2	2	2	20
10	Risk and return	2.0	8	6	2	2	2	20
11	Financial regulation and compliance	2.0	8	6	2	2	2	20
		22.0	88					220

Financial & Managerial Accounting Learning Hours Information Sheet

Unit Titles	Credits	Notional Learning Hours					
		Guided / Contact Learning	Independent Learning	Research Activities / Group Work	Assessment (self/class)	Coursework	Total
Financial Accounting	2.0	8	6	2	2	2	20
01 Financial accounting principles	2.0	8	6	2	2	2	20
02 Double-entry Accounting	2.0	8	6	2	2	2	20
03 Trading account	2.0	8	6	2	2	2	20
04 Internal control	2.0	8	6	2	2	2	20
05 Trial balance	2.0	8	6	2	2	2	20
06 Preparing financial statements	2.0	8	6	2	2	2	20
07 Tangible vs intangible assets	2.0	8	6	2	2	2	20
Managerial Accounting							
08 Scope of management accounting	2.0	8	6	2	2	2	20
09 Cost accumulation	2.0	8	6	2	2	2	20
10 Inventory valuation	2.0	8	6	2	2	2	20
11 Labour costing	2.0	8	6	2	2	2	20
12 Process Costing	2.0	8	6	2	2	2	20
13 Accounting overheads	2.0	8	6	2	2	2	20
14 Overhead allocation	2.0	8	6	2	2	2	20
15 Differences between Financial and Managerial Accounting	30.0	120					300

Financial Management Learning Hours Information Sheet

Unit Titles	Credits	Notional Learning Hours					
		Guided / Contact Learning	Independent Learning	Research Activities / Group Work	Assessment (self/class)	Coursework	Total
01 Finance and the need for finance	2.0	8	6	2	2	2	20
02 Measurements used in valuing a firm's performance	2.0	8	6	2	2	2	20
03 Time-value of money concepts	2.0	8	6	2	2	2	20
04 Investment appraisal methods and techniques	2.0	8	6	2	2	2	20
05 Cash flows	2.0	8	6	2	2	2	20
06 Bonds as long-term debt securities	2.0	8	6	2	2	2	20
07 Working capital management	2.0	8	6	2	2	2	20
08 Company share capital structure	2.0	8	6	2	2	2	20
09 Weighted Average Cost of Capital (WACC)	2.0	8	6	2	2	2	20
10 Capital structure	<u>2.0</u>	<u>8</u>	<u>6</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>20</u>
	20.0	80					200

Corporate Governance Learning Hours Information Sheet

Unit Titles	Credits	Notional Learning Hours					
		Guided / Contact Learning	Independent Learning	Research Activities / Group Work	Assessment (self/class)	Coursework	Total
01 Stakeholder analysis	2.0	8	6	2	2	2	20
02 Public affairs management	2.0	8	6	2	2	2	20
03 Corporate social responsibility	2.0	8	6	2	2	2	20
04 Corporate citizenship	2.0	8	6	2	2	2	20
05 Corporate ethical issues	2.0	8	6	2	2	2	20
06 Ethical reasoning process	2.0	8	6	2	2	2	20
07 Globalisation	2.0	8	6	2	2	2	20
08 Business government relationship	2.0	8	6	2	2	2	20
09 Corporate governance and the political environment	2.0	8	6	2	2	2	20
10 Antitrust and competition policy	2.0	8	6	2	2	2	20
11 Corporate social responsibility	2.0	8	6	2	2	2	20
12 Corporate environmental policy	2.0	8	6	2	2	2	20
13 Technological growth	2.0	8	6	2	2	2	20
14 Corporate scandals	2.0	8	6	2	2	2	20
15 Consumer rights	2.0	8	6	2	2	2	20
16 The corporate and its employees	2.0	8	6	2	2	2	20
17 Equality and diversity	2.0	8	6	2	2	2	20
	<u>2.0</u>	<u>8</u>	<u>6</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>20</u>
	34.0	136					340

Level 6 Advanced Diploma in Finance (151 Credits)

Finance issues bring turmoil and confusion to ordinary citizens and organisations alike, due to bad financial decisions, resulting in huge losses. The Advanced Diploma in Finance introduces important units which will help Financial Managers make helpful and constructive decisions.

Why does the programme exist – The objective of this programme is to introduce learners to the principles of the modern theory of corporate finance. These principles are applied to the investment and financing decisions of individuals and firms. Emphasis is placed on the role of time and uncertainty in making investment and financing decisions.

How does it fit into the larger programme – The demand for experienced financial professionals and advisors is steadily rising as more businesses, companies, and individuals are confronted with a competitive economy. Financial managers can be found in almost every industry.

For who it was designed – The Level 6 Advanced Diploma in Finance is designed for those who complete the Level 5 Diploma in Finance or equivalent programme holders interested in pursuing Finance.

How it will benefit learners – A finance career is commonly found in banking, financial institutions, government offices and big organisations which recruit on regular basis. Some financial managers choose to own and operate their own businesses and work as independent contractors.

Units:

- Corporate Financial Management
- Financial Risk Management
- Quantitative Methods for Business
- Finance Theory
- Economics of Social Issues

Corporate Financial Management - everything costs money; ultimately, it's a manager's job to help the company achieve its objectives. A corporate financial manager specialises in analysing company's financial statements, comparing historical and current data, detecting business trends and then recommending adequate financing sources to corporate leaders. Business management is the guiding force that oversees employees, projects and production in a business. Corporate financial management refers to all levels of managerial personnel, finance and executives responsible for resources, policy formulation, finance, coordination and control. Corporate financial managers establish budgets and financial projections for the business, guide decisions and standard practices, allocation and management of business resources, establish control within a business through reviews, feedback and reports and connect various portions of a business through communication, meetings and organised processes.

Financial Risk Management – Financial risk management is a process to deal with the uncertainties resulting from financial markets. It involves assessing the financial risks facing an organisation and developing management strategies consistent with internal priorities and policies. Addressing financial risks proactively may provide an organisation with a competitive advantage. It also ensures that management, operational staff, stakeholders, and the board of directors are in agreement on key issues of risk. Managing financial risk necessitates making organisational decisions about risks that are acceptable versus those that are not. The passive strategy of taking no action is the acceptance of all risks by default. Organisations manage financial risk using a variety of strategies and products. It is important to understand how these products and strategies work to reduce risk within the context of the organisation's risk tolerance and objectives. Strategies for risk management often involve derivatives. Derivatives are traded widely among financial institutions and on organized exchanges. The value of derivative contracts, such as futures, forwards, options, and swaps, is derived from the price of the underlying asset. Derivatives trade on interest rates, exchange rates, commodities, equity and fixed income securities, credit, and even weather.

Quantitative Methods for Business - when a person is ill or has had an accident and received an injury there are many variables associated with the incident which could be measured. An infection may cause the person's temperature to rise, a broken bone will cause pain. There may also be psychological consequences which a researcher may wish to measure, e.g. anxiety or health beliefs. The methods used to measure these variables will very often be of a quantitative nature. The researcher will use techniques which allow some form of number to be used to assess or quantify the condition under investigation. They will seek to investigate the relationships between variables using systematic controlled observations. These observations of a carefully chosen sample of

the population of interest, and the associated statistical procedures, will enable researchers to test their hypotheses and verify or refute the theories which attempt to explain the observations.

Finance Theory - numerous economists have explained the role of finance in the market with the help of different finance theories. The concept of finance theory involves studying the various ways by which businesses and individuals raise money, as well as how money is allocated to projects while considering the risk factors associated with them. There are a number of finance theories that offer separate approaches to the finance hypotheses. Some of the major popular finance theories of the world are: Arbitrage pricing theory, Rational choice theory, Prospect theory, Cumulative prospect theory, Monte Carlo option model, Binomial options pricing model, Gordon model, International fisher effect, Black model, and Legal origins theory.

Economics of Social Issues - looks at the wider context of economic factors. Many issues locally, nationally, and internationally relate to economic principles. Abject poverty is without question the major economic problem of the world. This has always been so, but it has become the focus of great concern for nations and for large numbers of persons in recent years. To understand its causes and achieve its possible alleviation, an understanding of the nature of economics and economic activity is necessary. Economic activity is generated by the wants of human beings, which seem to be insatiable in the aggregate. The means available in any economy for satisfying the wants of its population are scarce. They consist of the economy's resources—its labour and its capital—along with its available technology. The supplies of resources, together with the level of technology available, determine the maximum GDP that the country can produce to satisfy wants.

Unit	Pre-requisite	Core-requisite	Guided Learning Hours	Number of Credits
Corporate Financial Management	Knowledge of Finance.	A pass or higher in Diploma in Finance or equivalence.	220	22
Financial Risk Management	Knowledge of Finance.	A pass or higher in Diploma in Finance or equivalence.	200	20
Quantitative Methods for Business	Knowledge of accounting and finance	A pass or higher in Diploma in Finance or equivalence.	220	22
Finance Theory	Knowledge of Finance.	A pass or higher in Diploma in Finance or equivalence.	300	30
Economics of Social Issues	Knowledge of accounting and finance	A pass or higher in Diploma in Finance or equivalence.	260	26
Coursework (Project) for all units			210	21

Rules of combination:	All units are mandatory
Age Group:	19+
Programme Type:	Vendor/Industry

Corporate Financial Management Learning Hours Information Sheet

Unit Titles		Credits	Notional Learning Hours					Total
			Guided / Contact Learning	Independent Learning	Research Activities / Group Work	Assessment (self/class)	Coursework	
01	Corporate functions	2.0	8	6	2	2	2	20
02	Maximisation of profit	2.0	8	6	2	2	2	20
03	Capital investment decisions	2.0	8	6	2	2	2	20
04	Time Value of Money	2.0	8	6	2	2	2	20
05	Bond characteristics and valuation of bond	2.0	8	6	2	2	2	20
06	Cost of borrowing	2.0	8	6	2	2	2	20
07	Equity share capital	2.0	8	6	2	2	2	20
08	Dividend Valuation Model	2.0	8	6	2	2	2	20
09	Cost of capital decisions	2.0	8	6	2	2	2	20
10	Weighted Average Cost of Capital (WACC)	2.0	8	6	2	2	2	20
11	Capital structure analysis	2.0	8	6	2	2	2	20
12	Business valuation methods	2.0	8	6	2	2	2	20
13	Capital Asset Pricing Model (CAPM)	2.0	8	6	2	2	2	20
14	Risk management processes	2.0	8	6	2	2	2	20
15	Steps involved in the capital investment process	2.0	8	6	2	2	2	20
16	Mergers and Acquisitions (M&A)	2.0	8	6	2	2	2	20
		32.0	128					320

Financial Risk Management Learning Hours Information Sheet

Unit Titles		Credits	Notional Learning Hours					Total
			Guided / Contact Learning	Independent Learning	Research Activities / Group Work	Assessment (self/class)	Coursework	
01	Concepts of risk management	2.0	8	6	2	2	2	20
02	Sources of market risk	2.0	8	6	2	2	2	20
03	Risk and value management	2.0	8	6	2	2	2	20
04	Measuring the risk factor	2.0	8	6	2	2	2	20
05	Futures markets	2.0	8	6	2	2	2	20
06	Interest rate and currency swaps	2.0	8	6	2	2	2	20
07	Option contracting	2.0	8	6	2	2	2	20
08	Credit risk	2.0	8	6	2	2	2	20
09	Operational risk	2.0	8	6	2	2	2	20
10	Control and risk management	2.0	8	6	2	2	2	20
		20.0	80					200

Quantitative Methods for Business Learning Hours Information Sheet
[see Advanced Diploma in Corporate Financial Reporting]

Finance Theory Learning Hours Information Sheet

Unit Titles	Credits	Notional Learning Hours					
		Guided / Contact Learning	Independent Learning	Research Activities / Group Work	Assessment (self/class)	Coursework	Total
01 Role of finance	2.0	8	6	2	2	2	20
02 Major financial statements	2.0	8	6	2	2	2	20
03 Interpreting financial statements	2.0	8	6	2	2	2	20
04 Cash flow analysis	2.0	8	6	2	2	2	20
05 Quantitative investment analysis	2.0	8	6	2	2	2	20
06 Bond basics	2.0	8	6	2	2	2	20
07 Stock ownership	2.0	8	6	2	2	2	20
08 The risk/return tradeoff	2.0	8	6	2	2	2	20
09 Estimating risk and return	2.0	8	6	2	2	2	20
10 Weighted average cost of capital	2.0	8	6	2	2	2	20
11 Capital budgeting	2.0	8	6	2	2	2	20
12 Capital structure	2.0	8	6	2	2	2	20
13 Dividend payout policy	2.0	8	6	2	2	2	20
14 Capital funding schemes	2.0	8	6	2	2	2	20
15 Working capital policy	2.0	8	6	2	2	2	20
	30.0	120					300

Economics of Social Issues Learning Hours Information Sheet

Unit Titles	Credits	Notional Learning Hours					
		Guided / Contact Learning	Independent Learning	Research Activities / Group Work	Assessment (self/class)	Coursework	Total
01 The role of economic reasoning	2.0	8	6	2	2	2	20
02 The market, planned and mixed economy	2.0	8	6	2	2	2	20
03 Price control	2.0	8	6	2	2	2	20
04 Causes and effects of the land, air and water pollution problems	2.0	8	6	2	2	2	20
05 Supply and demand of crime	2.0	8	6	2	2	2	20
06 Causes of poverty	2.0	8	6	2	2	2	20
07 Competition and monopoly	2.0	8	6	2	2	2	20
08 Business resources for international trade	2.0	8	6	2	2	2	20
09 Causes of economic growth	2.0	8	6	2	2	2	20
10 The effects of unemployment	2.0	8	6	2	2	2	20
11 Inflation	2.0	8	6	2	2	2	20
12 Central and local government spending	2.0	8	6	2	2	2	20
13 Social security system	2.0	8	6	2	2	2	20
	<u>2.0</u>	<u>8</u>	<u>6</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>20</u>
	26.0	104					260