

MODULE DESCRIPTOR

MODULE TITLE	Information Management and Financial Analysis for HR Managers		
Module Code	25-7B04-00S		
Level	7		
Credit Points	15		
Indicative Assessment Components & Percentage Weightings	Coursework 100%		
Pre-Requisite Modules (if applicable)			
Delivered according to Standard Academic Calendar YES	Long: 2 semesters YES	Short: 1 semester YES	Other delivery pattern: Block

1 MODULE AIMS

The pervasive nature of information and communication technologies impacts on all managers within an organisation, including those responsible for managing human resources. Today's "digital economy" means managers are continually bombarded with information, from a wide variety of sources and must therefore be able to interpret, manage and ultimately assess the quality of any information they receive. In order to do this effectively managers must be aware of the fundamental importance of information to an organisation and appreciate the problems associated with information management. In addition managers require knowledge of financial analysis tools and techniques in order to support their interpretation of the information. This module is designed:

- To provide you with a critical understanding of information management within organisations
- To enable you to evaluate the role information systems play in organisational decision-making
- To enable you to understand, analyse and interpret information from a variety of sources

2 MODULE LEARNING OUTCOMES BY THE END OF THE MODULE YOU WILL BE ABLE TO

1. Evaluate the nature, role and purpose of information systems within a variety of professional and commercial organisations;

2. Compare and contrast the types of information needed to support management planning, control and decision making across all levels, functions and boundaries of an organisation;
3. Justify the need for a methodology when developing effective information systems;
4. Evaluate the impact of computers and communication technology on the operation of information systems in business;
5. Interpret and analyse financial statements;
6. Critically appraise the financial planning processes within organisations, and the role played by the human resource function;
7. Manipulate relevant financial information to assist with decision making within the HR domain;
8. Critically appraise the use of management accounting tools and techniques as an analysis tool for HR data.

3 INDICATIVE LEARNING, TEACHING AND ASSESSMENT ACTIVITIES

Teaching Strategy

The main ways of learning and teaching which will help you to achieve the learning outcomes include a mixture of lecture input, video, group activities and discussions. Key concepts will be introduced through the analysis of relevant case studies. You will be encouraged to relate your studies to your own work place, where appropriate.

During your self-managed time, you are expected to read around the subject material, and also to prepare responses to case studies.

Assessment Strategy

You will be assessed by two pieces of work.

The first is a time constrained assessment. This will cover quantitative elements of the module; it will assess how effectively you are able to:

- interpret financial statements in general
- apply financial tools and techniques to HR data, in order to plan, control or assist in the decision making process.

The second is a case study based on your own organisation or one you are familiar with. A case study is available for those students who do not have access to a real organisation.

Feedback

Throughout the module you will be provided with feedback on your progress in achieving the desired learning outcomes via the normal seminar activities.

A planned programme of tasks to be completed will provide formative feedback on a weekly basis.

Summative assessment will be achieved via assessed coursework, and feedback given.

4 INDICATIVE MODULE CONTENTS / TOPICS

- The nature and role of information systems within organisations
- The components of an information system
- Types of information system
- Users of information systems and their information needs
- Safeguarding information systems
- Applications for management information
- The Internet and the e-debate
- Interpretation of Financial Statements
- Management Accounting tools and techniques for planning, control and decision making
- Systems analysis and design methodologies

FURTHER INFORMATION ABOUT THIS MODULE

- FURTHER / ADDITIONAL INFORMATION IS AVAILABLE TO SUPPORT THIS MODULE, INCLUDING ASSESSMENT CRITERIA DETAILING HOW YOUR PERFORMANCE IN THE MODULE WILL BE MEASURED, HOW YOU WILL RECEIVE FEEDBACK, DETAILS OF LEARNING RESOURCES AND KEY READINGS
- THIS INFORMATION CAN BE FOUND IN
 - *The course handbook*
 - *The module handbook*
 - *The Blackboard site for the course*
- NOTE THAT THIS ADDITIONAL INFORMATION MAY BE SUBJECT TO CHANGE FROM YEAR TO YEAR