

Academic term	2022-23
Year	Year 3
Semester	SEMESTER SIX
Assignment Submission Date	5 th of March
Title of Assignment	CA 5 Measuring the financial position and performance of a business

Programme code	Programme title	Module code
TU844	Bachelor of Science in Horticulture	HTSC H3029
TU884	Bachelor of Science in Horticulture (Honours)	HTSC H3029

Module Title	Manage Your Own Business
---------------------	--------------------------

Internal Examiner:	<i>Robert Hickey</i>
---------------------------	----------------------

Instructions to candidates:

1.	<p>You <u>must answer all sections of this brief.</u> This CA is worth 6% of the entire module.</p> <p>Please use the template provided on the module webpage</p> <p>https://www.learning101.ie/files/leaflettemplate.docx</p>
----	---

Scenario:

You are working as a mentor for young entrepreneurs in Fingal County Enterprise Board, and have been asked to prepare a series of short information leaflets to help support the entrepreneurs in managing their new businesses. Below is a selection of recommended texts and links to online resources you should refer to while compiling these leaflets. All information provided in your leaflets should be referenced.

- Ricky W. Griffin 2013, Management, 11th Ed., Thomson South-Western [ISBN: 1111969728]
- Siobhan Tierney & Michael Morley, Modern Management, 4th Ed., Gill & Macmillan [ISBN: 9780717156320]
- Ricky W. Griffin 2013, Management, 11th Ed., Thomson South-Western [ISBN: 1111969728]
- Siobhan Tierney & Michael Morley, Modern Management, 4th Ed., Gill & Macmillan [ISBN: 9780717156320]
- Website: Harvesting the Sun: A profile of world horticulture
<http://www.harvestingthesun.org/>
- Website: Horticultural Marketing Services <http://www.hortitrends.ie>
- Website: Small Firms Association <http://www.sfa.ie>
- Website: Central Statistics Office <http://www.cso.ie>
- Website: Revenue Commissioners <http://www.revenue.ie>
- Website: Economic and Social Research Institute <http://www.esri.ie>
- Website: Citizens' Information Board <http://www.citizensinformation.ie/en/>
- Website: Irish Tax Institute <http://www.taxinstitute.ie/>
- Website: Marketing Institute of Ireland <http://www.mii.ie>
- Website: National Standards Authority of Ireland <http://www.nsai.ie>
- Website: IBEC - Employment Law in Ireland
http://www.ibec.ie/IBEC/ES.nsf/vPages/Employment_law~employment-law?OpenDocument&gclid=CjwKEAiAgfymBRCEhpTR8NXpx1USJAAV0dQy3BzwMhXidsz6_ZPfr11CSgNrJiQTtgkehkeMNOG01BoC5Gnw_wcB#.WH5C4IXXKM9

Requirement:

You should compile an information leaflet for the item listed below.

Each Leaflet should be 600 words \pm 20% in length.

- 1) List and describe some of the most common methods used for measuring and reporting the financial position and performance of a business. Include a summary of how important cash flows, budgeting and forecasting are for day-to-day operations.

All sources of material used in your leaflets must be referenced using the Harvard Style.

Your Leaflet should be emailed to Robert.hickey@tudublin.ie and Robert.hickey.tudb@analysis.orkund.com before the due date.

Link with Course Learning Outcomes:

2. Apply basic knowledge, methodologies and skills to support sustainable business growth in the horticulture sector.
4. Interpret common financial statements and reports used in controlling a business.
5. Explain fundamental operations management techniques and concepts with a focus on supply chain and quality management.

Total: 6% of Module

MYOB Leaflet Marking Scheme:

Element	Max Mark	D	C	B	A	Remarks
Organization						
Clearly identified purpose & approach	10	2	5	8	10	This must run throughout the entire leaflet, not just in the intro.
Content: (accuracy & depth)						
Topic mastery, including technical correctness	20	4	10	16	20	No misinformation/no emissions. All work referenced and topic explained pragmatic way.
Appropriate level of detail and thoroughness of documentation	20	4	10	16	20	All main important points discussed and described in detail.
Content is clearly organised & supports purpose	20	4	10	16	20	Logically sequenced content, makes sense and is easy to follow and understand. Headings used and answers brief.
Presentation						
Easy to read	5	2	3	4	5	Makes sense and simple language used.
Spelling / Grammar	5	2	3	4	5	Use spell check and structure your sentences correctly. Keep sentences short and to the point.
Research						
Harvard Referencing	± 20%	4	10	16	20	Correct format and structure used with at least a handful of references used per/leaflet.
Total	100					

