

Course Outline

**Department of Marketing, International Business,
Entrepreneurship
School of Business and Economics**

**ENTR 3720-3
Small Business Finance (3,0,0)**

Calendar Description

Students acquire the knowledge and skills needed to successfully manage the financial affairs of a small business. Topics include the importance effective finance management for a small business; accounting software systems using Sage 50; provincial and federal sales taxes, property taxes, and other forms of business taxation; employment standards; payroll accounting; registering as a proprietorship, partnership, or corporation; business licenses and name registration; insurance; financial statement analysis; pro forma financial statements; working capital management; sources of long-term financing including commercial loans, government lending programs, angel financing and venture capital; banking and advisory services; business valuations; and bankruptcy, reorganization and liquidation.

Educational Objectives/Outcomes

Upon completing this course, students will be able to:

1. Explain the importance of effective financial management to a small business venture.
2. Maintain the financial records of a small business using Sage 50 software.
3. Describe the different types of taxes paid by small businesses.
4. Comply with relevant employment standards legislation.
5. Maintain the payroll records of a small business.
6. Summarize the different forms of business organization and other registration and licensing needs.
7. Assess the insurance needs of a small business.
8. Analyze the financial statements of a small business venture.
9. Forecast the performance of a small business including detailed pro forma financial statements.
10. Manage the net working capital needs of a small business and provide cost-effective financing.
11. Secure appropriate long-term financing for a small business.
12. Discuss the different small business advisory services available.
13. Estimate the fair value of a small business venture.
14. Recommend a plan of action for a small business experiencing financial difficulties.

Prerequisites

FNCE 2120 or FNCE 3120

Co-requisites

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Texts/Materials

Reading package

Student Evaluation

Tests/quizzes	30-40%
Case studies/research projects/assignments	30%
Final Exam	30-40%

Course Topics

1. Importance of Small Business Finance
2. Accounting Software System Using Sage 50
3. Provincial and Federal Sales Taxes, Property Taxes, Other Forms of Business Taxation
4. Employment Standards
5. Payroll Accounting
6. Business Organization, Business and Name Registration, Licenses, and Trademark/Tradenname Registration
7. Assessing Insurance Needs
8. Advanced Financial Statement Analysis
9. Proforma Financial Statements
10. Working Capital Management
11. Sources of Long-term Financing
 - Bank financing
 - Government lending programs
 - Angel and venture financing
12. Business Advisory Services
13. Business Valuations
14. Bankruptcy – Reorganization and Liquidation

Methods for Prior Learning Assessment and Recognition

As per TRU policy

Attendance Requirements – Include if different from TRU Policy

As per TRU policy

Special Course Activities – Optional

Use of Technology – Optional