1. GENERAL INFORMATION

SCHOOL	SOCIAL SCIENCES		
PROGRAM	DEO		
LEVEL OF STUDY	UNDERGRADUATE		
MODULE UNIT CODE	DEO31		
YEAR IN WHICH IT IS OFFERED:	THIRD (3^{rd})		
MODULE TITLE	**Financial Management**		
INDEPENDENT TEACHING ACTIVITIES *in case in which credits are awarded for separate components/parts of the course, e.g. in lectures, laboratory exercises, etc. If credits are awarded for the whole of the course, give the weekly teaching hours and the total credits*		**HOURS**	**ECTS**
Weekly Workload		17-19	20
Yearly Workload		512 -576	
MODULE TYPE *general background, special background, specialized general knowledge, skills development*	Special Background, Compulsory		
PREREQUISITE MODULES:	-----		
LANGUAGE OF INSTRUCTION and EXAMINATION/ASSESSMENT:	GREEK		

THE MODULE IS OFFERED TO ERASMUS STUDENTS	YES
MODULE WEBSITE (URL)	https://www.eap.gr/en/undergraduate/business-administration/business-organizational-management-topics/#deo31 Each module also has its own site on the education website of HOU (http://study.eap.gr), with controlled access (use of password) for students and teaching staff.

2. LEARNING OUTCOMES

LEARNING OUTCOMES *The course learning outcomes, specific knowledge, skills and competences of an appropriate (certain) level, which students will acquire upon successful completion of the course, are described in detail. It is necessary to consult:* *APPENDIX A* • *Description of the level of learning outcomes for each qualifications' cycle, according to the European Higher Education Area's Qualification Framework.* • *Descriptors for Levels 6, 7 & 8 of the European Qualifications Framework for Lifelong Learning and APPENDIX B* • *Guidelines for writing Learning Outcomes*
Upon the successful completion of the subject: **Introduction to Financial Management and Investments** of the module DEO31, students will be able to: ✓ Understand the various aspects of finance and its objectives. ✓ Analyse the fundamental concepts of future and present value of money. ✓ Explain the concept of net cash flow. ✓ Apply the method of net present value to derive the value of an investment in real assets. ✓ Apply the method of internal rate of return to derive the value of an investment in real assets. ✓ Critically compare the methods of net present value and internal rate of return. ✓ Explain the process of project evaluation under inflation. ✓ Understand the concept of risk and incorporate it into the investment evaluation.

Upon the successful completion of the subject: **Long-Term and Short-Term Financing Decisions** of the module DEO31, students will be able to:

- ✓ Explain equity as a source of long-term financing.
- ✓ Describe the process of equity issuance and determine the price and rights of shares.
- ✓ Understand debt (i.e., issue of bonds) as a source of long-term financing.
- ✓ Evaluate fixed income securities.
- ✓ Describe alternative sources of funding.
- ✓ Prepare the financial planning of a business.

Upon the successful completion of the subject: **Portfolio Management** of the module DEO31, students will be able to:

- ✓ Understand the theory of the efficient market hypothesis.
- ✓ Analyse the relationship between return and risk of an investment.
- ✓ Present and discuss the portfolio theory.
- ✓ Apply the process of constructing investment portfolios.
- ✓ Present and discuss the capital market theory.
- ✓ Compare the evaluation methods of portfolio performance.

Upon the successful completion of the subject: **Financial Analysis and other Issues of Finance** of the module DEO31, students will be able to:

- ✓ Be able to prepare long-term and short-term financial statements.
- ✓ Identify the break-even point of sales.
- ✓ Describe the theories that aim to explain the dividend policy of corporations.
- ✓ Explain the merger and acquisition process.
- ✓ Understand the process of business restructuring and bankruptcy.

MODULE CONTENT

Th e aim of the module is to:

- Introduce the concepts of financial management and investment.
- Introduce the different sources of corporate financing, such as equity and debt.
- Introduce Money and Capital markets, as well as the portfolio management and portfolio evaluation techniques.
- Familiarize students with the long-term and short-term financial analysis of companies and the break-even analysis of companies.

TEACHING METHODS - ASSESSMENT

TEACHING MODE *Face-to-face, in-class lecturing, on distance teaching and distance learning etc.*	Distance education, assisted by conducting five Group Counseling Meetings (GCM) during the academic year, which take place on weekends (Saturday or Sunday). Each GCM lasts four hours and can be either face to face in classrooms of Greek University Institutions or delivered online.
USE OF INFORMATION AND COMMUNICATION TECHNOLOGY *Use of ICT in Teaching, Laboratory Education, Communication with students*	GCMs are conducted by means of: *In online classes*: remote meeting tools (teleconferencing platforms) *In face-to-face classes*: modern audiovisual media The learning process is supported through the online study platform. For the assignments, the students have access to writing and editing software. All submitted assignments are checked for plagiarism in the

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<td>Turnitin plagiarism detection service.

In addition, students use office automation tools, web browsers and e-readers for digital books.

Communication with students is carried out either via the study platform, email, telephone or through the tools of remote meetings or during the face to face GCMs.</td>
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<td>MODULE DESIGN
Description of teaching techniques, practices and methods:
Lectures, seminars, laboratory practice, fieldwork, study and analysis of bibliography, tutorials, clinical practice, Art Workshop, Interactive teaching, Educational visits, project, Essay writing, Artistic creativity, etc.

The study hours for each learning activity as well as the hours of non- directed study are given according to the principles of the ECTS</td>
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<tr><th>Activity</th><th>Yearly Workload</th></tr>
<tr><td>5 GCM (x 4 hours)</td><td>20</td></tr>
<tr><td>Interactive Teaching Student Self-Assessment</td><td>16</td></tr>
<tr><td>Preparation of Assignments (4 assignments x 37,5 hours)</td><td>150</td></tr>
<tr><td>Exams</td><td>3</td></tr>
<tr><td>Self-study</td><td>323-387</td></tr>
<tr><td>Total Module Workload (hours)</td><td>512-576</td></tr>
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<td>STUDENT PERFORMANCE EVALUATION/ASSESSMENT METHODS
Detailed description of the evaluation procedures:
Language of evaluation, assessment methods, formative or summative (conclusive), multiple choice questionnaires, short-answer questions, open-ended questions, problem solving, written work, Essay/report, oral exam, public presentation,</td>
<td>Language of exams: Greek

Assessment Methods: The exam material is posted at study at the end of January. The final grade of the module is formed by
70% from the grade of the written exams in the examination period (regular or re-sits)
30% (provided a pass in written exams) from the four assignments during the academic year.
The written exams include four questions with</td>
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laboratory work, art interpretation, other……etc *Evaluation criteria are specifically defined and given as well as if and where they are reported and accessible to students.*	sub-questions. The in class or distance examination includes essay questions and / or multiple choice questions. The evaluation of students with special learning difficulties in writing and reading (as certified and qualified by a competent institution) is performed according to the relevant procedure decided by the University. **Notification of the Assessment Criteria**: The evaluation criteria made known during the first GCM and are clearly stated on the module's website in the study platform. The answers to the topics of the assignments are posted in the study site after the deadline for the submission of each assignment. Students receive the grade of each assignment, a detailed assignment evaluation form and comments. The answers to the exam questions are posted in the study site after the exam. Students have the opportunity to discuss their exam paper after the announcement of the exam grades in order to receive explanations about their performance. The students may apply for paper re-evaluation, according to the procedure presented in the Regulation of Studies.

	For the last three years, the following are posted on the website of DEO31: • Exam questions and their indicative answers. • Assignments and their indicative answers.

SUGGESTED BIBLIOGRAPHY

Suggested Bibliography: *Ross A. Stephen, Westerfield W. Randolph, Jaffe Jeffrey, 2017. Corporate Finance, McGraw-Hill/Irwin.* *Relevant Scientific Journals:* not applicable *Additional teaching material (in the study website):* Complementary digital material Exam preparatory questions with their answers