**COURSE OUTLINE**

1. **GENERAL**

<table>
<thead>
<tr>
<th>SCHOOL</th>
<th>BUSINESS AND ECONOMICS</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPARTMENT</td>
<td>BUSINESS ADMINISTRATION</td>
</tr>
<tr>
<td>DIVISION</td>
<td>BUSINESS ADMINISTRATION</td>
</tr>
<tr>
<td>LEVEL OF STUDY</td>
<td>UNDERGRADUATE</td>
</tr>
<tr>
<td>COURSE UNIT CODE</td>
<td>1104604</td>
</tr>
<tr>
<td>SEMESTER OF STUDY</td>
<td>6</td>
</tr>
<tr>
<td>COURSE TITLE</td>
<td>BUDGETING</td>
</tr>
</tbody>
</table>

**COURSEWORK BREAKDOWN**

<table>
<thead>
<tr>
<th>Teaching Weekly Hours</th>
<th>ECTS Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lectures and Workshops-Project Work</td>
<td>5</td>
</tr>
</tbody>
</table>

**COURSE UNIT TYPE**

Specialization course

**PREREQUISITES :**

YES (FINANCIAL ACCOUNTING  
FINANCIAL MANAGEMENT  
COSTING)

**LANGUAGE OF INSTRUCTION/EXAMS:**

GREEK

**COURSE DELIVERED TO ERASMUS STUDENTS:**

YES (in English)

**MODULE WEB PAGE (URL)**

http://moodle.teipir.gr/course/info.php?id=110

2. **LEARNING OUTCOMES**

Learning Outcomes

The aim of the course is to prepare the students to the use of budgets in business organizations. It aims to help students to apply financial disciplines to the management of organizations as well as to set up and operate a budgetary control system. The course is intended to be a useful practical aid to all students who want to go deeply in understanding the work of the budgetary control within a business firm.

Upon successful completion of this course students will be able to:

- Analyse and pose business goals for the next period
- Evaluate the factors influenced the financial risk
- Prepare and plan the budget planning for each unit or activity of the firm
- Prepare and plan the master budget of the firm
- Prepare financial statements
- Use Sensitivity Analysis approaches to predict economic outcomes

**General Skills**

- Individual Work
- Decision making
### 3. COURSE CONTENTS

- An Introduction to Budgeting
- Administration of the Budgetary Process
- Risk analysis
- Financial Objectives and Budgets
- Operating and Expenditure Budget
- Budgeting for Asset Costs
- Funds Flow and Working Capital Budget
- Performance Monitoring and Control
- Capital Expenditure Budget
- Income Budget
- Budgeting Financial Statements
- Forecast versus Budget
- Reporting

### 4. TEACHING METHODS - ASSESSMENT

#### MODE OF DELIVERY

In-Class

#### USE OF INFORMATION AND COMMUNICATION TECHNOLOGY

- Power point
- Support of the learning process through the e class platform of PUAS.

#### TEACHING METHODS

<table>
<thead>
<tr>
<th>Method description</th>
<th>Semester Workload</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lectures</td>
<td>39</td>
</tr>
<tr>
<td>Class Work/Workshops</td>
<td>26</td>
</tr>
<tr>
<td>Preparation of Group Projects</td>
<td>52</td>
</tr>
<tr>
<td>independent and Directed Learning</td>
<td>33</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>150</strong></td>
</tr>
</tbody>
</table>

#### ASSESSMENT METHODS

1. **Final Examination** (30%)
   - Answer questions

   **Evaluation Objective:** To understand the fundamentals of the course.
   **Evaluation Criteria:** Comprehensiveness, accuracy, and critical evaluation.

2. **Group Project** (70%) (Summative Evaluation):

   **Evaluation Objective:** To examine students' skills in internet tools and services and to enhance students' teamwork skills.
   **Evaluation Criteria:** Functionality of the application, the degree of specifications' satisfaction, user-interface, organization and management of teamwork project and presentation.
5. RESOURCES
