



# STUDY FROM WORK

## Financial Planning & Analysis (FPA)

### Course Introduction

The Financial Planning & Analysis (FPA) course is designed for those seeking to master the financial decision-making process, providing a thorough grasp of accounting principles, financial statement analysis, and budgeting.

Learners will benefit from hands-on experience in interpreting financial data, enabling them to contribute to strategic planning and drive business success with informed financial insights.

### Induction Programme

Before starting your micro credential, all ITC students are given access to an induction unit. The induction unit covers the following topics:

- Course & ITC Introduction (tutors, policies/procedures, learner expectations etc)
- Study Skills & learning plan
- Essays & Reports
- APA Referencing
- IT skills
- Presentations

The induction unit remains accessible for the duration of the micro-credential programme, allowing learners to revisit the material anytime for a refresher.

### Course Resources



#### 19 Video Lessons

Over seven hours of engaging, sub-20-minute lessons to convey foundational financial planning and analysis concepts through concise, practical examples.



#### Written Guidance

More than 9000 words of guidance, illustrative examples, and supplementary material for video lessons to enrich the learning experience.



#### Quizzes & Activities

15 quizzes and short activities designed to reinforce learning and provide learners with immediate feedback.



#### Interaction & Reflection

Three forum activities for peer interaction to enhance collaborative learning and two self-reflection activities to encourage personal growth.

## Course Content & Assessments

The FPA course is structured into three sections, each including a formal assessment to consolidate the learners' knowledge and skills. The sections are organised sequentially to build progressively on the financial concepts and analytical techniques acquired as students advance through the sections of the course.

This ensures that each new topic builds logically from the previous one, facilitating a deeper understanding of financial planning and analysis. Here is an overview of the topics and assessments in each section:

### Section #1

Topics:

- The role of accounting
- Planning & control
- Financial & management accounting
- Balance sheets
- Income statements
- Cash flow statements



Assessment:

- **Written Outline:** 1500-word outline on accounting roles and financial statement fundamentals.

### Section #2

Topics:

- Interpreting balance sheets
- Financial ratios
- Interpreting income statements
- Interpreting cash flow statements
- Statement of changes in equity



Assessment:

- **Financial Analysis:** 1500-word analysis of real-business financial documents, including an examination of financial ratios.

### Section #3

Topics:

- Cost behaviour
- Contribution
- Margin of safety
- Budgets



Assessment:

- **Written Report:** Prepare a 1600-word report detailing cost behaviors and budgeting techniques.

## Course Tutors



Learners are supported by experienced tutors who bring real-world and educational expertise. Tutors provide feedback on assessments and activities, and are available for learner inquiries via email, messaging, and with options for video chat assistance.