

## HTM 105 Financial Management

2 credits, 30 hours lecture

### Course Description

An introduction to the basic concepts of financial management in the hospitality and tourism industries. Topics include financial statements, night auditing, accounts receivable and payable, monetary transactions, and the concept of revenue management used by hospitality and tourism organizations.

### Pre and Co-requisites

None

### Course Learning Outcomes (CLOs)

*Upon successful completion of the course, the student shall be able to:*

CLO1 Use basic financial management terminology in communications.

CLO2 Apply basic accounting and budgeting principles.

CLO3 Interpret routine financial statements to assist in the business decision process.

CLO4 Prepare clear and accurate invoices for customer/guest.

CLO5 Explain how supply and demand affects product/room rates and different revenue models.

CLO6 Prepare daily balance (e.g., balance debits and credits for customer/guest).

CLO7 Conduct a night audit.

CLO8 Complete monetary transactions with accuracy.

CLO9 Interpret a daily revenue report.

CLO10 Examine the influence of all operations on organizational revenue management.

CLO11 Distinguish between cost and revenue centers, gross and net revenue, fixed and variable costs, supply and demand, cause and effect, and their relative impact on a variety of hospitality and tourism organizations' finances.

### Evaluation

Assessment Type	Percentage
Forums	40%
Assignments and projects	20%
Quizzes and Exams	40%
<b>Total</b>	<b>100%</b>

## Course Completion Requirements

Minimum passing mark of 50% or D is required.

## Grading Scale

4.0 Grade Scale	Alpha Grade	Percentage Grade
4.0	A+	93-100
4.0	A	85-92.9
3.7	A-	80-84.9
3.3	B+	77-79.9
3.0	B	74-76.9
2.7	B-	70-73.9
2.3	C+	67-69.9
2.0	C	64-66.9
1.7	C-	60-63.9
1.3	D+	55-59.9
1.0	*D	50-54.9
0.0	F	0-49.9

## Land Acknowledgement

We respectfully acknowledge that Keyano College is on Treaty No. 8 Territory, the ancestral and traditional territory of the Cree, Dene, and Métis people.

Review Date: March 4, 2024

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