

UNIVERSITY OF CAMBRIDGE INTERNATIONAL EXAMINATIONS  
Cambridge International Diploma in Management  
Professional Level

**MANAGING FINANCE**

**4175/01**

**4248/01**

Core Module

Valid between 1 January 2004 and 31 December 2004

**READ THESE INSTRUCTIONS FIRST**

You should read the assignment carefully

It is important to complete the **Assignment Cover Sheet** when you have finished your work. You must complete the details and sign the declaration to confirm that the assignment is all your own work and your tutor must sign to verify that it is your own work.

The length of the assignment must be between 2000 and 3000 words.

This document consists of **2** printed pages.

IB04 01\_4175\_CORE/2RP  
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UNIVERSITY of CAMBRIDGE  
International Examinations

[Turn over

**Professional Diploma Module 4175/4248****Managing Finance – Core Module****Title: Using Financial Information**

The assignment should be prepared in the form of a professional consultancy document that could be presented to the senior management of the organisation that the candidate works for. Candidates should **not** answer each section separately but rather present a coherent report encompassing all of the tasks given below.

Candidates are expected to draw on appropriate research, breadth of academic reading, application of theory to practice and presentation skills. The report should use the number of words as given on the front cover and have any necessary supplementary information attached in appendices.

1. Using a range of information from an appropriate previous accounting period, including budgets, balance sheets, profit and loss statements etc, review the financial performance of your department or a project in which you have been involved. Summarise your findings in a short report, clearly identifying the key points that reflect financial performance.
2. Using these findings and information you have for operational plans over the next accounting period, devise a budget and cash flow forecast for that period, identifying how the significance of any variance will be measured at the end of the project or accounting period.
3. Present your findings to your manager or other suitable person and note their feedback.
4. Amend your financial documents in line with this feedback, identifying and explaining any changes you make.

You must include in your assignment all documentation, notes and materials generated from each stage as shown above.

You are not expected to include confidential information on your organisation, its personnel or performance.