

## 30643 - Assets Management

### Syllabus Information

**Academic Year:** 2019/20

**Subject:** 30643 - Assets Management

**Faculty / School:** 109 - Facultad de Economía y Empresa

**Degree:** 432 - Joint Law - Business Administration and Management Programme

**ECTS:** 6.0

**Year:** 5

**Semester:** First semester

**Subject Type:** Optional

**Module:** ---

### 1.General information

#### 1.1.Aims of the course

#### 1.2.Context and importance of this course in the degree

#### 1.3.Recommendations to take this course

### 2.Learning goals

#### 2.1.Competences

#### 2.2.Learning goals

#### 2.3.Importance of learning goals

### 3.Assessment (1st and 2nd call)

#### 3.1.Assessment tasks (description of tasks, marking system and assessment criteria)

### 4.Methodology, learning tasks, syllabus and resources

#### 4.1.Methodological overview

The course "cash management" is a 6ECTS course of 150 hours of workload divided in 60 teaching hours and 90 hours of autonomous work. The course includes lectures, seminars and practical sessions. All class sessions will be based in a participative model. Due to the dynamism of the course, pieces of news related to the topic and debates will take place in the classes.

Practical classes will consist of solving real cases that will be prepared by the students or the teacher. Active participation is essential so it is important to prepare the cases previously in order to solve exercises in class.

Seminars have the aim of putting in common the work done by different student groups, letting the rest of the students to share and to give their point of view of the topic related to the course.

#### 4.2.Learning tasks

The program of the course tries to achieve the expected learning objectives following the next activities:

<b>Activities</b>	<b>N. Credits</b>	<b>Methodology</b>	<b>Abilities acquired</b>
Theoretical classes	1,2	Lectures Individual work	E1, E2, E6
Practical classes	1,2	Practical sessions with computers Work Presentations	E6, T1a, T1d, T4a
Tutorial, seminars and personal Working groups, and personal work	3,6	Personal work Individual Work and work in groups. Individual and group tutorials	E1, E2, E3, E6, T1d, T2b, T2d

#### 4.3.Syllabus

TEMA 1.- Financial problems of Cash-Management.

- 1.1. Introduction.
- 1.2. Functions of the Cash Manager.
- 1.3. Difficulties of Cash and not cash
- 1.4. Assessment of the financial cost from cash problems.

TEMA 2.- Conceptual framework of cash management.

- 2.1. Basics of cash management.
- 2.2. Cash- Management computerization.
- 2.3. Managing Cash flows.
- 2.4. Cash tools and channels.
- 2.5. Payment flows and management.

TEMA 3.- Cash Management Techniques.

3.1. Introduction.

3.2. Central Cash Management.

3.3. Zero-negative Cash Management.

TEMA 4.- Banking relations in cash Management.

4.1. Introduction

4.2. Basic elements in negotiation

4.3. Financial control in Banking operations

4.4. Solving differences with the Bank. Practical approach.

TEMA 5.- Cash Management: Investing surpluses

5.1. Introduction

5.2. Amount, period and intermediaries of the investment

5.3. Traditional Financial instruments for surplus investment

5.4. Other financial instrument for long periods.

TEMA 6.- Cash Management: Financing deficits.

6.1. Introduction

6.2. Financing Banking products

6.3. Non Banking Financing products

6.4. Other Financing products in short term

TEMA 7.- Cash Management: Financial Risk Management.

7.1. Introduction

7.2. Different Types of risk

7.3. Coverage Instruments for financial risk

#### **4.4.Course planning and calendar**

he calendar of sessions will be announced on the website of the center; the submission of assignments and other activities will be communicated by the teacher through appropriate ways. The teacher will inform of that in classes too.

#### **4.5.Bibliography and recommended resources**