

DRL 1009 Financial Accounting

Accountancy is an important language of business. Its knowledge has become indispensable for recording and analysing business transactions, interpreting the business results thereof and influencing future action. The module will address the following issues; double entry systems, books of original entry, the ledger, cash accounting, the matching concepts, valuation of assets, partnerships, preparation and presentation of financial statements, control accounts, activity and financial ratios and financial statement analysis.

DTM 2001 Treasury Risk Management

This module will address; The Treasury Function and Volatile Markets, Primary and sources of treasury risks, Risk Management, quantitative techniques, debt Instruments, prices yields and hedging, forward, futures and options markets, managing risks with forward, futures, options and swaptions, liquidity risk dynamics, foreign currencies, liability / asset side risk, interest rate risk management, framework for IRM, risk measurement and management and repricing gap method.

DTM 2002 Treasury Informatics & Support Systems

Students in the course are expected to develop a general knowledge of currently available treasury information systems with regard to their capabilities and limitations. Treasury information systems significantly contribute treasury information necessary for efficiency and effectiveness of the treasury function. Students gain basic skills using technology and become familiar with methods, resources, and criteria for evaluating and selecting resources and technology appropriate to the treasury function. This module will address; treasury data sources, data processing, value of information, treasury information systems, market intelligence, Information management and decision making, treasury trading analysis and reporting, and modern treasury information systems.

DTM 2003 Interpretation of Treasury Reports

The module addresses; Treasury risk reports, balance sheet ratios, stress test report, back test report, VAR reports, portfolio performance reports, interpretation of maturity profiles, position reports, earnings report, instruments reports, losses generated, variance reports - concentration ratios, asset mix, liquidity ratios, liquid assets, marking to market reports etc interpretation of sensitivity ratios, interpretation of the liquidity gap and prudential ratios.

DTM 2004 Strategic Asset & Liability Management

The course is designed to provide students with practical "hands-on" skills immediately applicable to work life. Students will review strategic and tactical considerations in traditional ALM frameworks including analysis of credit activities, alternative investments, special investment vehicles, derivatives applications, liability products, structured financing and capital strategies. This module will address; strategic assets, strategic liabilities, balance sheet structure and restructuring, treasury management framework, ALCO composition and responsibilities, trading framework, strategic and tactical considerations in ALM framework, derivative trading and special investment vehicles, gap, matching and maturity profile management.

DTM 2005 Capital Budgeting & Investment Appraisal

The course covers the whole spectrum of capital budgeting and investment appraisal in uncertain operating environments. This module seeks to develop skills and understanding of treasury investment decision making. Capabilities to quantify the rate of return and also related risk are required. The adage on risk - return trade-off is discussed. Various approaches to capital structure determination are explored. The module addresses; financial forecasting, short-term, financial planning, financial markets and instruments, long-term funds, working capital management, lending and financing and capital expenditure strategies portfolio selection, present value and discounting of investments, structured finance, risk tolerance and asset allocation, portfolio selection, capital allocation, borrowing and lending (credit) decisions.

DTM 2006 Treasury Policy and Ethics

The roots of business success are premised on enhancing shareholder value. The essence of understanding treasury policy and standards of a business is to introduce sanity and order in the treasury function, critical to control the exposure of the business to treasury risk. This module attempts to develop skills and understanding the crafting of and implementing uniform treasury policy and treasury standards. This module will address; Policy framework and responsibilities, Treasury Ethics, Etiquette, The law, Professional Codes, Code of ethics & standards of professional conduct, Sources of professional standards and Sources of professional values.

DPL 2009 Work Related Research

The course aims to equip candidates with research skills applicable in the business arena. These will include development of research proposals having fully defined the research problem; establish research objectives, quantitative and qualitative approaches to business research and respective data techniques. Candidates will produce a practical business research project write up of up to 8000 words, representing 100% assessment for this final course.



6 Chatham Road, Eastlea, Harare

www.cclint.net / ccl@cclint.net / executivelearning@cclint.net
04 -779 740-1 / 0783 766 807 / 0712 431 718 / 0772 287 675

EXECUTIVE DIPLOMA



TREASURY MANAGEMENT



Affiliate College of the National University of Science & Technology
Registered with the Ministry of Higher and Tertiary Education



National University Of
Science & Technology

Introduction

This is a specialised course providing treasury professionals, in financial institutions, service and manufacturing corporations and public institutions, with the skills and knowledge to capitalise on the opportunities available in the local and global financial markets. The programme aims to strengthen the treasury function, as on completion students are expected to have: acquired a thorough understanding of how the financial systems and individual products work; understood the rationale and treasury management strategies that financial players employ; develop competencies to analyse the products and strategies used to manage treasury risk and gained a practical understanding of how derivatives work with their implications on balance sheets and regulatory adherence.

Objectives of the Programme

- To equip students in the private and public sectors with effective treasury management skills and knowledge.
- To develop competencies in practitioners in treasury management to plan and deal with treasury and liquidity demand and cost effectively fund the operations of the business.
- To encourage a culture of relationship and risk based treasury management in Zimbabwe so as to contain liquidity risk exposure.
- To highlight the role of information management and analytics in treasury and financial management.
- To promote career development in treasury management and related organisational aspects.

Entry Qualifications

- At least 5 O' Levels at grade C or better inclusive of English and mathematics. However, candidates who do not have O; Level mathematics can apply and shall be required to successfully complete a compulsory mathematics access course (Quantitative Methods CQM 1100) before commencement of the programme.
- A minimum of two years' relevant work experience.
- Higher qualification will be an added advantage.

Duration of Programme

The programme consisting of coursework shall normally be completed over 24 months in an intensive part-time basis (week-ends).

Course Synopsis

DTM 1001 Business Analysis & Strategy

The roots of business are premised on value creation and success hinges on the ability to create superior value for stakeholders. Businesses do not operate in a vacuum and they compete for markets. The whole essence of analysis and understanding of the operating business environment (broadly micro and macro) is to place the business at a strategic advantage over its competitors to deliver superior value. This module attempts to develop skills and understanding of the variables (either internal or external) that militate against and also those that facilitate value creation. The objective being to exploit those factors that support value creation and working around those with adverse impact. The module addresses; The business environment, Strategic planning process, Strategic analysis, Strategic review, Strategic refocusing, Business planning, Operational and functional planning, and the Treasury management framework.

DTM 1002 Fundamentals of Capital & Money Markets

The module examines the economics of financial markets and the management of financial institutions. The module seeks to give grounding to executives who may not have passed through formal education in finance to grasp the concepts and operations of the financial market. The course will focus on both financial markets and international financial markets. Topics include the functions and structure of financial markets, interest rate fundamentals including the term and structure of interest rates, central banking including the conduct and impact of monetary policy, the money and capital markets, equity and debt markets, foreign exchange markets, major financial institutions, and the management issues of these institutions. Throughout this course the globalization of today's financial markets will be emphasized.

DTM 1003 Treasury Accounting & Pricing

This is a course intended to provide students with the theoretical foundation and basic techniques in the rapidly growing area of financial engineering. This module covers; Financial Planning, Budgeting and Profit Planning, Balance sheet equation, Valuation of Liabilities, Changes in Share Capital, Purchase/ redemption of shares, Investments Accounts, Purchase and Sell of fixed Securities, Year-end Entries, Appraising Company Accounts Using Ratios, Measures of return on investment and risk, Pricing money market securities, Calculating the discount security, Calculating the discount rate, Equivalent simple interest rate (Yield), Effective annual rate (EAR), Discount yield (r_{bd}), Bond equivalent yield (r_{ey}), Bid and Ask Prices.

DTM 1004 Treasury Relationship Management

The course seeks to develop an all rounder in the field of Treasury Relationship Management. The whole essence of understanding Treasury Relationship Management is to enhance shareholder value by boosting revenue and profit. This module attempts to develop skills and understanding of Treasury Relationship Management through enhancing the tools of crafting and implementing a uniform Treasury relationship management programme. This module will address; treasury relationships, critical stakeholders in treasury management, new generation organization, fundamentals of relationships, Internal relationship management, treasury relationship development cycle, assessing treasury relationships, customer relationship management strategies, making treasury relationships work.

DTM 1005 FX & Money Market Trading

This course provides a firm grounding in the instruments and activities of the international money and FX markets and focuses on the current profile of the markets and offers up-to-date insights. It also emphasises the integrated nature of the market - in particular, how different instruments perform the same or similar functions and the opportunities this provides for arbitrage and hedging. It also analyses the liquidity characteristics and risks of different instruments and funding strategies. This module will address; Foreign Exchange Management, International Economics and International Finance, International Financial Markets and Instruments, Foreign Exchange Markets, Determination of Exchange Rates, Forex Trading, Financing of International trade, Liquidity management, Trading strategies, Riding the yield curve, Book-mismatching strategies, Jobbing strategies, Liquidity management trading strategies and Structuring products.

DTM 1006 Treasury Products and Derivative Markets

The module aims at getting students to understand the principles underlying basic option pricing theories, and be able to explain the applications of options and describe option trading strategies. They will learn the pricing and application of money market futures and forward rate agreements, as well as money market swaps in hedging, risk-taking and arbitrage, and their interrelationships, and be able to use these instruments as a source of trading information. This module will address; Treasury product categories and applications, Cash Treasury products, Derivative Markets and Products, Pricing and Valuation of Risk Products, Risk factors of using products; Key Product Strategies; Product marketing and selling characteristics; Case studies.

DTM 1007 Quantitative Methods

This course is a study of quantitative methods and approaches in organization. The objective of the course is to familiarize the student with advanced quantitative approaches and mathematical optimization techniques used to address managerial and industrial problems. Students will understand and apply the basics of descriptive statistics and inferential statistics to improve or enhance the decisions they make in business. This module will address; Collection and presentation of numerical information, Data Description, Business Calculations, Correlation and regression analysis, Probability, Linear Programming: Assumptions Graphical, Sampling, Index Numbers, Time Series Analysis.

DTM 1008 Business Communication

The aim of this module is to address the need for a Business Executive to be knowledgeable and competent in dealing with the communication challenges faced by today's organisation. To achieve in the business world today one has to be able to communicate well. Oral communication and report writing are central to decision making in organisations. This module aims to rescue executives who often struggle with their communication skills to achieve the right impact. The module will address the following issues; Communication Theory, Communication in an Organisation, Written Communication, Messages, Oral Communication, Meetings, Graphic Communication, Audio and Visual Aids.