**abm 2104 FIRM MANAGEMENT CASE STUDY THEORY**

2. INSTRUCTOR(s): Ms. Balirwa Elizabeth (BA (SS), MA-MUK, SUA-Morogoro-TZ, PhD –

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**3. COURSE TYPE**: **Core for B. Agribusiness Management 11**

**4. COURSE STRUCTURE AND LOCATION**

3 Credit units: 30 lecture hours (2 contact hour per week for 15 study weeks) and 30 field/tutorial hours. This course is taught in the upper lecture theatre under the department of Agricultural Economics and Agribusiness.

**5. COURSE DESCRIPTION:**

Importance of Farm / Firm case study Approach to Agriculture, General Firm Layout and Organization of the Business Firm Set-Up, Scientific Approaches to Studying/ Assessing Individual Firm Cases, The Positive and Normative Approaches to collection of the Firm management information, Firm Enterprises (Investment) Adjustment, Firm Resource identification and Use, Payment for firm resources (land, Labour, Capital), Firm Inventory Analysis and Record Keeping, Financial Systems of firm Accounting, Application of business Analysis Tools to a single Firm, Application of Planning and Budgeting Procedures.

**6. COURSE OBJECTIVES:**

**General objective**

The primary goal of this course is to complement and balance theoretical course material by introducing real/practical situations into the lecture theatre i.e. the students start putting the principles especially of economics and firm management in to practice to the existing firm situation.

**Specific objectives**

* Familiarize the students with empirical decision rules, guidelines and procedures used in practice.
* To enable students appreciate orderly procedures in decision making and to provide them with experience in defending decisions which they make.
* By the end of this course, students should have built up experience and skills so that they begin to react in a consistent and scientific manner.

**7. RECOMMENDED REFERENCES FOR READING**

* This is a practical course, which requires the regular attendance of lectures and field visits by the student himself/herself.
* For topics 10-15 the student may apply knowledge of farm management principles and the textbooks for the farm management course.
* Farm Business Management, the decision making process, by Emery N. Castle, Manning H. Becker, and A. Gene Nelson.
* The student may refer to past case study reports in the departmental book bank or in MUARIK library for purpose of organizing the case study report in a logical order.

**8. COURSE CONTENT, METHODS OF INSTRUCTION AND TOOLS REQUIRED**

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| **TOPIC** | **CONTENT** | **METHOD OF INSTRUCTION / Time allocated** | **TOOLS / EQUIPMENT NEEDED** |
| 1. Importance of Farm / Firm case study Approach to Agriculture | * Definitions
* General Firm Layout and Organization of the Business Firm Set-Up
* Historical background and description of individual firm units
 | Interactive lecture (2 hrs) | Chalk / BB or Markers / Flip charts |
| 2. Importance of Farm / Firm case study Approach to Agriculture continued... | * Organisation set up of the firm business
* Management and administrative structure of individuals firms/ firming units.
* Institutional set up of firms
* description of surrounding community

institutional and socio- economic activities* Presentation by students on personal experiences on firm/enterprise management
 | Interactive lecture (2 hrs)Tutorial (3 hrs) | Chalk / BB or Markers / Flip charts |
| 3. Community Visioning |  | Interactive lecture (2 hrs) | Chalk / BB or Markers / Flip charts |
| 4. Scientific Approaches to Studying/ Assessing Individual Firms | * The Positive and Normative Approaches to collection of the Firm management information
* Farm accounts books
* Farm business survey
* The model farm method

Field trip to see the different activities in the firm/farms | Interactive lecture (2 hrs)Field trip (5 hrs) | Chalk / BB or Markers / Flip charts |
| 5. Scientific Approaches to Studying/ Assessing Individual Firm Cases continued... | * Firm business survey method,
* cost route,
* farm accounts books,
* experiments or demonstration plot method
* progressive farming approaches to agriculture**.**

Field trip to see the different activities in the firm/farms | Interactive lecture (2 hrs)Field trip (4hrs) | Chalk / BB or Markers / Flip charts, Projector |
| 6. FirmEnterprises (Investment) Adjustment | * Firm Resource identification and use
* Payment for firm resources- land, Labour, Capital etc
* Methods of payment of work done

Tutorial on solving quantitative examples of payment of workdone. | Interactive lecture (2 hrs)Tutorial (3 hrs) | Chalk / BB or Markers / Flip charts, Projector |
| 7. Firm Inventory Analysis  | * Enterprise Selection
* Firm Activity Arrangements
* Firm business investment including buildings, machinery and other firm structures.
 | Interactive lecture (2 hrs)Tutorial (3 hrs) | Chalk / BB or Markers / Flip charts |
| 8.Record Keeping | * The need to keep written Firm/Farm Records
* Types of firm /Farm Records- Farm map, production, financial, labour, and supplementary records
 | Interactive lecture (2 hrs) | Chalk / BB or Markers / Flip charts |
| 9. Depreciation | * Definition of terms use
* The straight line method of depreciation
* The double declining method
* The sum of the years digits method
* Tutorial on quantitative examples of the different depreciation methods
 | Interactive lecture (2 hrs)Tutorial (3 hrs) | Chalk / BB or Markers / Flip charts |
| 10. Financial Systems of firm Accounting | * The Income Statement of Account
* The Firm Balance sheet
* Cash flow statement
* Firm Assets valuation
* Tutorial on the different methods of asset valuation including net market price, purchase cost, Replacement cost less depreciation, income capitalisation
 | Interactive lecture (2 hrs)Tutorial (3 hrs) | Chalk / BB or Markers / Flip charts, Projector |
| 11. Application of business Analysis Tools to a single Firm | * Performance factors and Measures of the firm business
* Measures of capital position
* Measures of cash flow adequacy
 | Interactive lecture (2 hrs)Tutorial (3hrs) | Chalk / BB or Markers / Flip charts |
| 12. Application of business Analysis Tools to a single Firm | * Assessment of firm Resource use efficiency and productivity
* The essentials of business analysis
* Accounting information
* Measures of profitability
 | Interactive lecture (2 hrs) | Chalk / BB or Markers / Flip charts |
| 13. Application of business Analysis Tools to a single | * Returns to firm Resources (labour, land, capital.)
* Tutorial on different methods used by farm managers to assess their firm resources
 | Interactive lecture (2 hrs)Tutorial (3 hrs) | Chalk / BB or Markers / Flip charts |
| 14. Application of Planning and Budgeting Procedures  | * Partial Budget Analysis
* Enterprise budget analysis
* Profitability, Farm position and Business
 | Interactive lecture (2 hrs) | Chalk / BB or Markers / Flip charts |
| 15. Application of Planning and Budgeting Procedures  | * Farm planning
* Farm Re- organization
* Farm management Reporting
 | Interactive lecture (2 hrs) | Chalk / BB or Markers / Flip charts |

**9. SUMMARY OF TIME NEEDED**

Lectures 30 hrs

Tutorials (and assignments) 21 hrs

Field trips 09 hrs

**10. COURSE ASSESSMENT:**

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| Continuous assessment (Quizzes): | There will be 2 Quizzes arising from tutorials and assignments during week 5, 10 and 15 of the semester | 20% |
| Continuous assessment  | Students will write 2 field reports | 10% |
| Home work and group work | Student will have to do 1 individual homework and 1 group work | 10% |
| University Examination | Final examination during week 16-17 of the semester | 60% |