

# ST JOHN'S COLLEGE, ANCHAL

## DEPARTMENT OF ECONOMICS

### Add-On Course

*The Department of Economics is conducting the following Add on Course during the academic year 2020-2021 for UG students of the college*

## BUDGET BASICS AND ANALYSIS

**Course Duration: 30hrs**

**Eligibility: UG Students**



**Date of Commencement**  
**04-01-2021**

**Course Coordinator**  
**Sreejith B**

*This course provides learners with an invaluable opportunity to gain insight into the fundamentals of budgeting. It is useful to understand the performance of a company, apart from acquiring knowledge regarding personal budgeting. This course is ideal for non-financial persons who want to gain a better understanding of the role of finance, to apply it in the personal area of financial responsibility. The course is targeted to individuals who actively wish to participate in the process of budgeting.*

For further queries please contact the Course Coordinator



# ST. JOHN'S COLLEGE, ANCHAL

Affiliated to the University of Kerala  
Re-accredited with A Grade by NAAC  
Recognised for STAR College by DBT, Govt. of India

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## COURSE SUMMARY REPORT


2020-2021

|                                |   |
|--------------------------------|---|
| Name of Course                 | ADD-ON COURSE<br>Budget basics and Analysis<br>ECO. AC 20.1 |
| Course Duration                | 30 Hours  |
| Department offering the Course | Department of Economics                                     |
| Faculty In Charge              | Sreejith B  |
| Number of Students Enrolled    | 20  |
| Start Date & End Date          | 04/01/2021 to 22/03/2021                                    |

Course on 'Budget basics and Analysis' was offered by the Department of Economics, St John's College, Anchal. Budgeting is the first step towards financial discipline. This course provides learners with an invaluable opportunity to gain insight into the fundamentals of budgeting. It is useful to understand the performance of a company, apart from acquiring knowledge regarding personal budgeting. This course is ideal for non-financial persons who want to gain a better understanding of the role of finance, to apply it in the personal area of financial responsibility. It will also aid communication with professional advisors. The course is targeted to individuals who actively wish to participate in the process of budgeting. The integration of the different aspects of budgeting is one of the primary goals. It helps to apply budget concepts, by, evaluating the potential gaps between actual and estimated outcomes. It goes through the different aspects of efficiency and efficacy, connecting with budgeting. It is helpful to know the current competency and areas for improvement. The course contributes to expansion of budgeting skills and financial acumen. Altogether, the course is beneficial to attain basic knowledge with respect to personal and business budgeting. The course syllabus was approved by the IQAC. The course duration was 30 hours. 20 students enrolled for the programme. The course commenced on 04.01.2021 and completed on 22.03.2021. During the end of course, a written examination was conducted. All students cleared the examination. Certificates were issued all the students after the successful completion of the course.

  
PB No 3  
**Course Coordinator**  
Mar Gregorios Nagar,  
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## ADD-ON COURSE (2020-2021)

|                                |                            |
|--------------------------------|----------------------------|
| Name of Course                 | Budget basics and Analysis |
| Course Code                    | ECO.AC.21.1                |
| Department offering the Course | Department of Economics    |
| Course Duration                | 30 Hours                   |
| Faculty In Charge              | Sreejith B                 |

### ECO.AC.21.1 Budget basics and Analysis

#### Course Objectives:

5. To get a comprehensive idea about the main elements of budgeting.
6. To understand the skills of budgeting for non-finance persons.
7. To develop the capacity of analysing and interpreting a business budget.

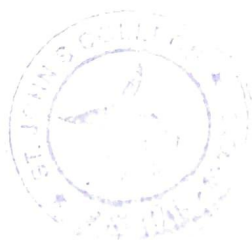
#### Course Outcomes:

After completing the course, learners are expected to attain:

- Fundamental knowledge regarding the process of budgeting.
- Efficiency in budgeting for non-finance persons.
- Proficiency in business budgeting and analysis, with reference to interpretation.

#### Assessment and Certification:

- Seminar
- Assignment
- Examination  
A written exam based on the syllabus.
- Course completion certificate.





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## Syllabus

| MODULE | TITLE                     | CONTENT   | HOURS |
|--------|---------------------------|---|-------|
| 1      | Introduction to budgeting | Meaning, attributes of an effective budget, Budget Types, Phases of a budgeting process-Budget planning, preparation, execution, monitoring and control | 8     |
| 2      | Basic budgeting           | Significance of budgeting, fundamental elements of budget, Budgeting skills, Budgeting for non-finance persons  | 10    |
| 3      | Business budgeting        | Business budget characteristics and objectives, different approaches to business budgeting, Corporate budgeting, Budget Analysis and interpretation     | 12    |

  
Course Coordinator



  
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