

## 333-810 Financial Spreadsheets

<b>Credit Points:</b>	12.500
<b>Level:</b>	Graduate/Postgraduate
<b>Dates &amp; Locations:</b>	2008, This subject commences in the following study period/s: Semester 2, - Taught on campus.
<b>Time Commitment:</b>	Contact Hours: One 3-hour class per week (Semester 2). Total Time Commitment: Not available
<b>Prerequisites:</b>	None
<b>Corequisites:</b>	None
<b>Recommended Background Knowledge:</b>	None
<b>Non Allowed Subjects:</b>	None
<b>Core Participation Requirements:</b>	<p>&lt;p&gt;For the purposes of considering request for Reasonable Adjustments under the Disability Standards for Education (Cwth 2005), and Student Support and Engagement Policy, academic requirements for this subject are articulated in the Subject Overview, Learning Outcomes, Assessment and Generic Skills sections of this entry.&lt;/p&gt;         &lt;p&gt;It is University policy to take all reasonable steps to minimise the impact of disability upon academic study, and reasonable adjustments will be made to enhance a student's participation in the University's programs. Students who feel their disability may impact on meeting the requirements of this subject are encouraged to discuss this matter with a Faculty Student Adviser and Student Equity and Disability Support: &lt;a href="http://services.unimelb.edu.au/disability"&gt;http://services.unimelb.edu.au/disability&lt;/a&gt;&lt;/p&gt;</p>
<b>Coordinator:</b>	Mr S. Taylor
<b>Subject Overview:</b>	The following topics will be covered: Using Excel: basic worksheet skills, functions and the function wizard, worksheet formatting and graphics, problem solving tools; Solver, Goalseek and the Analysis Toolpak, data management tools, subtotaling, consolidation, sorting, filtering and pivot tables. Integration with other applications: establishing links with other applications through ODE and OLE, accessing data in external databases using Microsoft Query Visual Basic for Applications: programming principles, variables and control structures, writing Excel functions, object orientated programming and Excel subroutines, communicating with the user through message boxes, input boxes and dialogue boxes, working with the menu system creating add-ins.
<b>Assessment:</b>	A 2-hour end-of-semester examination (50%) and two computer-based assignments totalling not more than 2000 words (50%).
<b>Prescribed Texts:</b>	None
<b>Breadth Options:</b>	This subject is not available as a breadth subject.
<b>Fees Information:</b>	Subject EFTSL, Level, Discipline & Census Date, <a href="http://enrolment.unimelb.edu.au/fees">http://enrolment.unimelb.edu.au/fees</a>
<b>Generic Skills:</b>	<p>On successful completion of this subject students should be able to:</p> <ul style="list-style-type: none"> <li># Use all the built-in features of Microsoft Excel.</li> <li># Explain the principles of object-orientated programming.</li> <li># Apply the principles of object-oriented programming to the development of Visual Basic for Applications programs.</li> <li># Integrate various programming structures and concepts to build complex programs.</li> <li># Evaluate strategies for finding and fixing computer programming errors.</li> <li># Design computer programs that implement solutions in an efficient and effective manner.</li> </ul> <p>On successful completion of this subject, students should have improved the following generic skills:</p>

	<ul style="list-style-type: none"> <li># Oral communication</li> <li># Written communication</li> <li># Collaborative learning</li> <li># Problem solving</li> <li># Team work</li> <li># Statistical reasoning</li> <li># Application of theory to practice</li> <li># Interpretation &amp; analysis</li> <li># Critical thinking</li> <li># Synthesis of data and other information</li> <li># Evaluation of data and other information</li> <li># Using computer software</li> <li># Accessing data and other information from a range of sources</li> </ul>
<b>Notes:</b>	This subject is only available to students enrolled in the Postgraduate Diploma in Finance, the Master of Financial Management or the Master of Accounting.
<b>Related Course(s):</b>	Master of Accounting Master of Accounting Master of Financial Management Postgraduate Diploma in Finance