Faculty are required to have the outline submitted to the Academic Affairs Office. The course outline is the form used for approval of new courses by the Collegewide Curriculum Committee.

DEPT. Agriculture                              COURSE NO. 1151

NUMBER OF CREDITS: 4

COURSE TITLE: Farm Records and Business Analysis

CATALOG DESCRIPTION: Emphasizes the maintenance and analysis of farm records. Special attention is given to the analysis procedures. Topics include calculation of earnings, efficiency factors, total business and enterprise analysis, and the use of records to aid in the financial decision-making aspect of credit utilization in agricultural business and production.

AUDIENCE: Agriculture Students – Transfer & Technical

FULFILLS MN TRANSFER CURRICULUM AREA(S) (Leave blank if not applicable)
Area : by meeting the following competencies:
Area : by meeting the following competencies:
Area : by meeting the following competencies:

PREREQUISITES OR NECESSARY ENTRY SKILLS/KNOWLEDGE:

LENGTH OF COURSE: 1 semester

THIS COURSE IS USUALLY OFFERED:
Every other year ☒ fall ☐ spring ☐ summer ☐ undetermined ☐

Four goals are emphasized in course at Minnesota West Community & Technical College:

1) ACADEMIC CONTENT:
   1. To develop an appreciation for the enterprise record keeping systems.
   2. To provide experience in keeping inventory records, receipts and disbursements, feed records, production records, and supplementary records by actually completing the entries for a southern Minnesota farm business.
   3. To develop a working knowledge of the financial management instruments used to evaluate a farm business.
   4. To provide experience interpreting data received from management tools used in the management of capital and credit in agriculture.

2) THINKING SKILLS:
   1. To develop the ability to use records in managing the farm business
   2. To calculate the various financial factors and ratios needed in the management of a farm business
   3. To be able to develop and implement a complete farm record for a farm business
   4. To develop a working knowledge of Finpack software.
3) COMMUNICATIONS SKILLS:
   1. Written tests
   2. Completing the records for a given farm
   3. Class discussion

4) HUMAN DIVERSITY:
The role of the husband and wife in the management of a farm through the use of complete set of records.

TOPICS TO BE COVERED:
   1. Depreciation
   2. Analysis of farm records
      a. Index of crop yields and selection
      b. Work units
   3. Farm financial instruments
   4. Available software to be used for farm accounting
   5. Risk management
   6. Financial Planning
      a. Leverage
      b. Credit evaluation
      c. Financial Intermediaries

LIST OF EXPECTED COURSE OUTCOMES: See above under goals

LEARNING/TEACHING TECHNIQUES used in the course are:

- Collaborative Learning
- Problem Solving
- Student Presentations
- Interactive Lectures
- Creative Projects
- Individual Coaching
- Lecture
- Films/Videos/Slides
- Demonstrations
- Other – Guest lecturers
- Lab

ASSIGNMENTS AND ASSESSMENTS FOR THIS CLASS INCLUDE:

- Reading
- Tests
- Individual Projects
- Oral Presentations
- Worksheets
- Collaborative Projects
- Textbook Problems
- Papers
- Portfolio
- Group Problems
- Term Paper
- Other – Computerized account entries

EXPECTED STUDENT LEARNING OUTCOMES:

GRADING POLICIES AND EVALUATION PROCEDURES (include attendance policy):
Unit tests, daily tests, final examination and class problems and exercises will be the basis for grading with points totaled at the end of the quarter. Letter grades will be given for a final grade as follows:

- A = 90% and up
- B = 80-89%
- C = 70-79%
- D = 60-69%
- F = Below 60%

Attendance is utilized in grading.
Veteran Services: Minnesota West is dedicated to assisting veterans and eligible family members in achieving their educational goals efficiently. Active duty and reserve/guard military members should advise their instructor of all regularly scheduled military appointments and duties that conflict with scheduled course requirements. Instructors will make every effort to work with the student to identify adjusted timelines. If you are a veteran, please contact the Minnesota West Veterans Service Office.

The information in this course outline is subject to revision

To receive reasonable accommodations for a documented disability, please contact the campus Student Services Advisor or campus Disability Coordinator as arrangements must be made in advance. In addition, students are encouraged to notify their instructor.

This document is available in alternative formats to individuals with disabilities by contacting the Student Services Advisor or by calling 800-658-2330 or Minnesota Relay Service at 800-627-3529 or by using your preferred relay service.

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