

SAULT COLLEGE OF APPLIED ARTS & TECHNOLOGY

SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

COURSE TITLE: SECURING RESOURCES FOR START UP  
\_\_\_\_\_  
CODE NO.: ENT111 SEMESTER: TWO  
\_\_\_\_\_  
PROGRAM: ENTREPRENEURSHIP  
\_\_\_\_\_  
AUTHOR: JIM SILTALA  
\_\_\_\_\_  
DATE: JANUARY, 1994  
\_\_\_\_\_  
PREVIOUS OUTLINE DATED: JANUARY, 1993  
\_\_\_\_\_

New: \_\_\_\_\_ Revision: X  
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APPROVED: \_\_\_\_\_ DATE \_\_\_\_\_  
DEAN, SCHOOL OF BUSINESS &  
HOSPITALITY

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**COURSE NAME**

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**COURSE CODE**

**Total Credit Hours**            52

**I. PHILOSOPHY/GOALS**

This course is designed to teach the student to select the current, fixed and intangible assets needed, to cost these assets, and to calculate the capital that will be required to start the business. A first draft of the opening day balance sheet, and the first year income statement must be prepared. Sources of financing are discussed and the student contacts these sources to locate suitable financing. Acquiring resources other than capital are discussed, and the skills necessary to buy and negotiate for these resources are taught.

**II. STUDENT PERFORMANCE OBJECTIVES**

Upon successful completion of this course, the student will be able to:

1. List all resources required for startup
1. Determine the capital needed
2. Select several sources of capital and investigate availability of money
3. Prepare to acquire the resources, other than capital, needed for startup
4. Develop skills needed to secure all resources

**III TOPICS TO BE COVERED**

1. Assets of the business: current, fixed, tangible and intangible
2. Types of financing available
3. Sources of capital available
4. Physical resources, and location
5. Purchasing products, supplies and services
6. Buying, selling and negotiating skills
7. Professional advisors

**IV. LEARNING ACTIVITIES**

**1.0 INTRODUCTION**

Upon successful completion of this unit the student will be able to:

- 1.1 Focus on the positioning of this course with respect to the courses taken in the first semester and others to be taken in the second semester
- 1.2 Prepare for the teaching methods to be used including class discussion, group work, overheads, films, guest speakers, field visits and home tests
- 1.3 Understand the evaluation methods thoroughly.
- 1.4 Know the teacher's expectations regarding attendance, participation, assignments, tests and final grades

**2.0 DETERMINE TANGIBLE ASSETS REQUIREMENTS**

Upon successful completion of this unit the student will be able to:

- 2.1 List all physical resources needed for operations
- 2.2 Determine sources for all physical resources needed
- 2.3 Cost all physical resources

**ACTIVITIES:**

- 1) Assignment 1:
  - a) Prepare and cost all physical resources needed
  - b) List all expenses for the first year of operation. Each expense must be thoroughly substantiated.

**3.0 DETERMINE SOURCES AND TYPES OF FINANCING**

Upon successful completion of this unit the student will be able to:

- 3.1 Compare and contrast the types of financing available
- 3.2 Select the probable sources to be contacted once financial requirements are determined
- 3.3 Contact the appropriate sources for financing

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**4.0 DETERMINE WORKING CAPITAL REQUIREMENTS**

Upon successful completion of this unit the student will be able to:

- 4.1 Determine merchandise inventory requirements (if any)
- 4.2 Cost all inventory
- 4.3 Prepare accounts receivable policies and terms
- 4.4 Prepare list of expenses for the first year of operation
- 4.5 Determine working capital requirements
- 4.6 Determine opening day cash requirements
- 4.7 List and cost all organization expenses(sunk costs)

**ACTIVITIES:**

- 1) Assignment#2 CASE: Cash Flow Preparations
- 2) Assignment#3 The Donut Shop
- 3) Assignment#4 ABC Company

**5.0 PREPARE FIRST DRAFT OF FINANCIAL PROJECTIONS**

Upon successful completion of this unit the student will be able to:

- 5.1 Prepare a source and application of funds statement
- 5.2 Prepare opening day balance sheet
- 5.3 Prepare income statement for year 1

**ACTIVITIES:**

- 1) Assignment 5: Prepare the first draft of the SOURCE & APPLICATION OF FUNDS STATEMENT  
Prepare the first draft of the OPENING DAY BALANCE SHEET.  
Prepare the first draft of the YEAR 1 INCOME STATEMENT.

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6.0 ACQUIRING RESOURCES OTHER THAN CAPITAL

Upon successful completion of this unit the student will be able to:

- 6.1 Acquire products, supplies and services that have been identified
- 6.2 Select an operating location(site)
- 6.3 Choose professional services and advisors which will, or may be, needed for business operations

ACTIVITIES:

- 1) Assignment#6 Securing Information Resources

7.0 BUYING AND SELLING SKILLS

Upon successful completion of this unit the student will be able to:

- 7.1 Develop purchasing skills and strategy
- 7.2 Develop selling skills and strategies

V. EVALUATION METHODS

Class participation	15
Assignments or Home tests	85
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	100 %

A+=90-100 A=80-89 B=70-79 C=60-69 59 minus = incomplete

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VI. REQUIRED STUDENT RESOURCES

- i) there is no text for this course

VII. ADDITIONAL REFERENCES

- i) Building a Dream  
Walter S. Good  
McGraw-Hill-Ryerson
- ii) Readings in New Venture Development  
Walter S. Good  
McGraw-Hill-Ryerson
- iii) Small Business Management Fundamentals  
Szonyi . Steinhoff  
McGraw-Hill-Ryerson
- iv) The complete Canadian Small Business Guide  
Gray and Gray  
McGraw-Hill Ryerson

VIII SPECIAL NOTES

Students will be required to complete assignments, home tests, and reading as assigned.

Students with special needs (eg. physical limitations, visual impairment, hearing impairments, learning disabilities) are encouraged to discuss required accommodations confidentially with instructor.

Your instructor reserves the right to modify the course as he/she deems necessary to meet the needs of the students.