Dakota College at Bottineau Course Syllabus

Course Prefix/Number/Title: **AGRI #242 Advanced Farm Management Education**

Course Description:
The course is designed to provide farm and/or ranch families with the skills needed to successfully manage their business.

Course Objectives:
A. To develop an appreciation of good farm management skills.
B. To develop the ability to chose a record keeping system that will meet the needs of the farm/ranch busienss.
C. To develop the ability to keep a complete and accurate set of records, including inventories, balance sheets and farm production records.
D. To develop the skills needed to close records at the end of the year and prepare information needed for financial analysis of the business including enterprise analysis.
E. To develop the abilities needed to set farm/ranch, family and personal goals and the ability to evaluate, revise and adjust those goals.
F. To develop the ability to interpret the farm/ranch business analysis and to use the information provided by the analysis to make management decisions.

Instructor:
Allen Graner, Lynsey Frey, Tom Hanson (mentor), Keith Knudson and Rueben Mayer

Office:
Allen Graner – Rugby High School
Lynsey Frey – Northwest Career and Technology Center at Minot
Keith Knudson – Bottineau Economic Development Office
Rueben Mayer – Thatcher Hall 2233

Office Hours:
By appointment

Phone:
Allen Graner – (701) 776-5095
Lynsey Frey– (701) 420-1802
Keith Knudson – (701) 228-2160
Rueben Mayer – (701) 228-5481

Email:
allen.graner@dakotacollege.edu
lynsey.frey@dakotacollege.edu
tom.hanson@dakotacollege.edu
keith.knudson@dakotacollege.edu
rueben.mayer@dakotacollege.edu

Lecture/Lab Schedule:
Individual instruction by appointment

Textbook(s):
None. The enrollee, will however, use the Dakota College Farm and Ranch Management Education Program Record Book, the North Dakota Farm and Ranch Management Education Program Record Book, or an approved computer accounting program.

Course Requirements:
At the end of the financial year the farm/ranch will have completed an accurate set of farm/ranch business records, be prepared to use those records in completing a farm/ranch whole farm analysis and be developing the skills needed in using the information to make sound management decisions.

Tentative Course Outline:
A. Introduction to Farm and Ranch Business Management Education.
B. Taking and recording accurate inventories.
C. Record keeping systems.
D. Importance of complete records.
E. Record book closeout procedures.
F. Farm/ranch business, family and personal goals.
G. Farm/ranch business analysis interpretation.
H. Enterprise analysis interpretation.
I. Making management decisions using information provided by the business analysis.

General Education Goals/Objectives:
Goal #3: Demonstrates the ability to convert, calculate, and analyze a variety of mathematical problems.

Objective 2: Applies practical application of mathematics to everyday life.

Skill 2: Defines and demonstrates the use of decimals, percentages, and fractions.

Skill 4: Applies mathematical knowledge in personal life, such as keeping track of a checkbook, identifying rates of interest, etc.

Objective 3: Employs problem solving and critical thinking skills in order to solve a variety of different problems.

Skill 2: Analyzes materials to determine their validity.

Skill 3: Draws conclusions from information collected.

Relationship to Campus Theme:
Farmers and ranchers enrolled in the Farm Management course continually deal with nature and technology while managing their farms. The major use of technology in teaching the course is in the use of computer programs for keeping business records and then using computer technology to analyze the farm/ranch businesses. The information gleaned from the records and analyses helps farmers/ranchers determine where their business is at presently and that information then helps the students determine what direction they should go with their business in the future. In applying these management decisions farmers and ranchers are continually struggling with the dynamics of what new technologies to use and how those technologies with effect the natural resources that they use continually in their business.

Classroom Policies:
Individualized instruction with satisfactory/unsatisfactory grading system.

Academic Integrity:
Students are strongly encouraged to be completely honest when supplying information to the instructor, to their lending institutions, and everyone they do business with. The instruments used to help the students with their management decisions include numerous accuracy checks that help the student and instructor find inaccuracies and correct them.

Disabilities and Special Needs:
If you have a disability for which you need accommodation, contact the Learning Center to request disability support services. Thatcher Hall 1104; phone (701) 228-5477 or toll-free 1-888-918-5623.