

Farm/Ranch Business Management Program

The mission of the North Dakota Farm and Ranch Business Management Association is “To provide lifelong learning opportunities in economic and financial management for adults involved in the farming and ranching business.”

The farm business management program is designed to provide education to farm owners and operators or persons interested in farming. The purpose of the program is to assist clients in meeting their business and personal goals. This is best accomplished through the use of quality records and sound business decisions.

Students enrolled in the Farm/Ranch Business Management Program are taught how to develop and keep a completed and accurate record system for the farm/ranch business. A computerized business analysis is completed annually to assist the student in making sound management decisions.

Most of the instruction is done on an individual basis with classes (AGRI242-2 credits) generally beginning in the late fall, however, enrollment into the program will be accepted throughout the year. Topics included in the instructional sessions may include accounting systems, financial planning, business analysis and interpretation, crop and livestock efficiency factors, marketing strategies and computer decisions.

Instructors may also conduct on-farm visitations which permit more in-depth study of specific questions pertaining to the business firm. All business information used in the class remains confidential.

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 choose a record keeping system that will meet the needs of the farm/ranch business.
- 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), Rueben Mayer and Keith Knudson

Office:

Allen Graner – Rugby High School

Lynsey Frey and Tom Hanson (mentor) – Northwest Career and Technology Center at Minot

Rueben Mayer – Thatcher Hall 2233

Keith Knudson – Bottineau Tech Center – Suite 5

Office Hours:

By appointment

Phone:

Allen Graner – (701) 776-5095

Lynsey Frey and Tom Hanson (mentor) – (701) 420-1802

Rueben Mayer – (701) 228-5481

Keith Knudson – (701) 228-2160

Email:

allen.graner@dakotacollege.edu

lynsey.frey@dakotacollege.edu

tom.hanson@dakotacollege.edu

rueben.mayer@dakotacollege.edu

keith.knudson@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 1: Locates, evaluates, and applies research information.

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:

Students are asked to inform the instructor about any special arrangement