
MOS 2310b Finance
Course Outline: Section – 650/ Winter

1. Course Information:

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DAN Management and Organizational Studies strives at all times to provide accessibility to all faculty, staff, students and visitors in a way that respects the dignity and independence of people with disabilities. Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may also wish to contact Services for Students with Disabilities (SSD) at 519-661-2111 ext 82147 for any specific question regarding an accommodation. More information about “Accessibility at Western” is available at: <http://accessibility.uwo.ca>

1.1. Senate Regulations state, “unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you will be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.”

2. Textbook

Gitman and Hennessey, Principles of Corporate Finance, second Canadian Edition, Pearson
ISBN-13:978-0-321-45293-1

3. Course Objectives

THE COURSE OBJECTIVE IS TO PROVIDE STUDENTS WITH A FRAMEWORK FOR FINANCIAL MANAGEMENT IN THE CORPORATION. THIS IS A INTRODUCTORY LEVEL COURSE AND COVERS A VARIETY OF TOPICS ESSENTIAL TO A FINANCIAL MANAGER WHOSE GOAL IS TO MAXIMIZE SHAREHOLDER WEALTH. TOPICS INCLUDE FINANCIAL STATEMENT ANALYSIS, MARKETS AND INSTITUTIONS, TIME VALUE OF MONEY, RISK AND RETURN, VALUATION, COST OF CAPITAL, CAPITAL BUDGETING, CAPITAL STRUCTURE AND DIVIDEND POLICY.

PREREQUISITES: MOS 1020A/B OR BOTH MOS 1021A/B AND 1023A/B AND ENROLLMENT IN BMOS OR MAS

ANTI REQUISITES: AS 2555A/B AND MOS 3310A/B.

4. Evaluation

Item	Percentage of Course Grade
Mid-term exam	40%
Final exam	40%
Group Hand ins	20%

“Group hand ins” really mean you have a choice of working alone or in a group with a maximum of 3. My reasoning is that some students will invariably work together and I don’t want to motivate you to “cheat” by handing in work that implies it was done individually. That said, any hand ins that clearly are copied from another student will be sent to the Assistant Director...A group hand means a single submission for a group of three. Read instructions carefully. There will be three hand ins in total worth 6.66 marks each. Due dates are: February 1, March 29 and April 5.

Exams are both Multiple Choice and Short Answer **in format**. Each exam, in total, will be scheduled for **2 hours**. **Only non-programmable and Financial Calculators will be allowed into the exams.** Exams will not be returned to students.

Students are **REQUIRED TO COMPLETE ALL COMPONENTS** of this course. There are no exceptions to this. Extra assignments to improve grades will **NOT** be allowed.

5. Lecture and Examination Schedule

Tentative Assignment ScheduleChanges may be made

WEEK OF	WEEK	TOPIC AND ASSIGNMENT
JAN 7	1	INTRODUCTION TO CORPORATE FINANCE READ: CHAPTER 1 OVERVIEW ALL QUESTIONS AND PROBLEMS 2,4,5,6 READ: CHAPTER 2 FINANCIAL STATEMENTS, CASH FLOWS AND TAXES ALL QUESTIONS AND PROBLEMS 9,12,13,21,31
JAN 14	2	FINANCIAL ANALYSIS AND PLANNING READ: CHAPTER 3 FINANCIAL STATEMENT ANALYSIS ALL QUESTIONS AND PROBLEMS 2,6,8,10,12,13 READ: CHAPTER 4 FINANCIAL PLANNING AND FORECASTING ALL QUESTIONS AND PROBLEMS 3,8,12,13
JAN 21	3	IMPORTANT FINANCIAL CONCEPTS

		READ: CHAPTER 5 FINANCIAL MARKETS, INSTITUTIONS AND SECURITIES ALL QUESTIONS AND PROBLEMS 11,12,13,15,24
JAN 28	4	READ: CHAPTER 6 TIME VALUE OF MONEY ALL QUESTIONS AND PROBLEMS 5,9,11,15,16,20,21,25,26,30,39,51,57
FEB 4	5	READ: CHAPTER 7 RISK AND RETURN ALL QUESTIONS AND PROBLEMS 13,20,22,28,33,35,38
FEB 9	EXAM	10:00 AM TO 12:00 PM LOCATION TO BE ANNOUNCED BY DISTANCE STUDIES
FEB 11	6	READ: CHAPTER 8 VALUATION OF FINANCIAL SECURITIES ALL QUESTIONS AND PROBLEMS 6,7,9,10,16,20,26,29,35,38,41
FEB 18		<i>READING WEEK</i>
FEB 25	8	LONG-TERM FINANCIAL DECISIONS READ: CHAPTER 9 THE COST OF CAPITAL ALL QUESTIONS AND PROBLEMS 5,7,9,11,12,14,16,18
MAR 4	9	READ: CHAPTER 10 LEVERAGE AND CAPITAL STRUCTURE ALL QUESTIONS AND PROBLEMS 4,8,11,16,17,21,24,26
MAR 11	10	READ: CHAPTER 11 DIVIDEND POLICY ALL QUESTIONS AND PROBLEMS 1,3,7,10,14,16
MAR 18	11	LONG –TERM INVESTMENT DECISIONS READ: CHAPTER 12 CAPITAL BUDGETING ALL QUESTIONS AND PROBLEMS 2,3,9,10,16,17,23,24
MAR 25	12	READ: CHAPTER 13 DEALING WITH PROJECT RISK ALL QUESTIONS AND PROBLEMS 3,7,10,15,18,21
APRIL 1	13	WORKING CAPITAL MANAGEMENT READ: CHAPTER 14 WORKING CAPITAL AND MANAGEMENT OF CURRENT ASSETS ALL QUESTIONS AND PROBLEMS 1,7,12,15,17,22,24,26,27
APRIL 8	14	READ: CHAPTER 15 MANAGEMENT OF CURRENT LIABILITIES ALL QUESTIONS AND PROBLEMS 2,5,7,9,11,13,15,18
		<i>CLASSES END APRIL 11, 2013</i>

6. University Policy Regarding Illness

6.1. Illness

The University recognizes that a student's ability to meet his/her academic responsibilities may, on occasion, be impaired by medical illness. Illness may be acute (short term), or it may be chronic (long term), or chronic with acute episodes. The University further recognizes that medical situations are deeply personal and respects the need for privacy and confidentiality in these matters. However, **in order to ensure fairness and consistency for all students, academic accommodation for work representing 10% or more of the student's overall grade in the course shall be granted only in those cases where there is documentation indicating that the student was seriously affected by illness and could not reasonably be expected to meet his/her academic responsibilities.**

Documentation shall be submitted, as soon as possible, to the appropriate Dean's office (the Office of the Dean of the student's Faculty of registration/home Faculty) together with a request for relief specifying the nature of the accommodation being requested. These documents will be retained in the student's file, and will be held in confidence in accordance with the University's Official Student Record Information Privacy Policy [<http://www.uwo.ca/univsec/handbook/general/privacy.pdf>].

Once the petition and supporting documents have been received and assessed, appropriate academic accommodation shall be determined by the Dean's Office in consultation with the student's instructor(s). Academic accommodation may include extension of deadlines, waiver of attendance requirements for classes/labs/tutorials, arranging Special Exams or Incompletes, re-weighting course requirements, or granting late withdrawals without academic penalty.

Academic accommodation shall be granted only where the documentation indicates that the onset, duration and severity of the illness are such that the student could not reasonably be expected to complete his/her academic responsibilities. (Note: it will not be sufficient to provide documentation indicating simply that the student was seen for a medical reason or was ill.)

A form to be completed by off-campus physicians is available at:

<http://counselling.ssc.uwo.ca/forms/medicalNote.pdf>

Whenever possible, students who require academic accommodation should provide notification and documentation **in advance of due dates, examinations**, etc. Students must follow up with their professors and their Academic Counselling office in a timely manner.

In the case of a final examination in the course, the student must arrange for a Special Examination or Incomplete through their Dean's office, for which you will be required to provide acceptable documentation.

If you feel that you have a medical or personal problem that is interfering with your work, you should contact your instructor and the Faculty Academic Counselling Office as soon as possible. Problems may then be documented and possible arrangements to assist you can be discussed at the time of occurrence rather than on a retroactive basis. In general, retroactive requests for grade revisions on medical or compassionate grounds will not be considered.

6.2. Make Up Examinations

6.2.1. The student must write a make-up exam if the regularly scheduled exam is missed for reasons for which adequate documentation is received by the instructor from Social Science Counselling.

7. University Policy on Cheating and Academic Misconduct

7.1. Cheating on exams will not be tolerated; students are referred to the university policy on scholastic offenses (see section 9.0 below). Looking at the test of another student, allowing another student to view your exam, or obtaining information about a test in advance are all examples of cheating. Students found cheating will receive a zero (0%) on that exam. A number of safeguards will be employed to discourage cheating. For example, examination supervisors (proctors) of the tests may ask students to move to another seat during the exam, cover their paper, avert their eyes from other students' papers, remove baseball caps, etc. This is not meant as a personal affront nor as an accusation of cheating, rather as vigilant attempts at proctoring. A copy of guidelines about how to avoid cheating can be obtained from the office of the Ombudsperson, Room 251 University Community Centre, (519) 661-3573.

7.2. Students are responsible for understanding the nature of and avoiding the occurrence of plagiarism and other academic offenses. Students are urged to read the section on Scholastic Offenses in the Academic Calendar. Note that such offenses include plagiarism, cheating on an examination, submitting false or fraudulent assignments or credentials, impersonating a candidate, or submitting for credit in any course without the knowledge and approval of the instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course in the University or elsewhere. If you are in doubt about whether what you are doing is inappropriate, consult your instructor. A claim that "you didn't know it was wrong" will not be accepted as an excuse.

7.3. The penalties for a student guilty of a scholastic offense include refusal of a passing grade in the assignment, refusal of a passing grade in the course, suspension from the University, and expulsion from the University.

8. Procedures For Appealing Academic Evaluations

8.1. In the first instance, all appeals of a grade must be made to the course instructor (informal consultation). If the student is not satisfied with the decision of the course instructor, a written appeal must be sent to the Assistant Program Director or Designate of the BMOS program. If the response of the Assistant Director is considered unsatisfactory to the student, he/she may then appeal to the Dean of the Faculty in which the course of program was taken. Only after receiving a final decision from the Dean, may a student appeal to the Senate Review Board Academic. A Guide to Appeals is available from the Ombudsperson's Office.

9. Student Responsibilities

9.1. Material covered in lectures will not always be the same as material covered in the textbook. These two sources should be viewed as complimentary and not redundant. As such, students who want to do well in this course are **strongly encouraged** to attend lectures on a regular basis. Please note that the instructor will not be providing copies of lectures notes or overheads. Therefore, if you miss a lecture, you should try to obtain this material from another student.

In this class, some students may be unaware that their private discussions are distracting to other people. If you feel that students are distracting your attention from the material, then you should ask them to be quiet. If you feel uncomfortable doing this (or the problem persists), then please see the instructor. In addition, please avoid engaging in private discussions with other students during the lectures.

To avoid unnecessary distractions, please arrive to each class on time.

10. Support Services

10.1. Support Services

The Registrar's office can be accessed for Student Support Services at <http://www.registrar.uwo.ca> Student Support Services (*including the services provided by the USC listed here*) can be reached at: <http://westernusc.ca/services/>

Student Development Services can be reached at: .

10.2. Students who are in emotional/mental distress should refer to Mental Health@Western <http://www.uwo.ca/uwocom/mentalhealth/> for a complete list of options about how to obtain help."

11. Other Issues

11.1. Grade Policy

The DAN Program has a grade policy which states that for courses in the 2000-2999 range, the class average must fall between 65% and 70% for all sections of a course taught by the same instructor. In very exceptional circumstances only, class averages outside this range may be approved by the Assistant Director or Director. Class averages are not grounds for appeal.

11.2. Academic Concerns.

If you are in academic difficulty, it is strongly recommended that you see your academic counsellor.

11.3. Important Dates:

September 6, 2012 Fall Term classes begin.

September 14, 2012 Last day to add a full course or a first-term half course

October 8, 2012 Thanksgiving Holiday

November 5, 2012 Last day to drop a first-term half course without academic penalty

December 5, 2012 Fall Session classes end

December 6, 7, 2012 Study Days

December 8-19 Mid-year examination period

12. Other Information

- Bring student identification to exams.
- Nothing is to be on/at one's desk during an exam except a pencil or pen, an eraser, and the individual's student card
- Do not wear baseball caps to exams
- Do not bring music players, cell phones, beepers, or other electronic devices to exams

For The University of Western Ontario Senate Regulations, please see the Handbook of Academic and Scholarship Policy at: <http://www.uwo.ca/univsec/handbook/>