

**York University**  
**Faculty of Liberal Arts and Professional Studies**  
**School of Administrative Studies**

**AP/ADMS 3530 3.00 Finance**

**Fall 2020 - Course Outline**

**Instructors, Class Hours and Locations**

Instructor	Email	Section
Sam Alagurajah	<a href="mailto:salagura@yorku.ca">salagura@yorku.ca</a>	Section B, Tuesday, 7:00pm–10:00pm; Zoom online
		Section F, Thursday, 2:30pm–5:30pm; Zoom online
		Section K, Tuesday, 4:00pm–7:00pm; Zoom online
Mohafiqul Kader	<a href="mailto:mkader@yorku.ca">mkader@yorku.ca</a>	Section H, Monday, 11:30am–2:30pm; Zoom online
Lois King	<a href="mailto:loisking@yorku.ca">loisking@yorku.ca</a>	Section D, Thursday, 8:30am–11:30am; Zoom online
		Section G, Internet (online, no set time, with office hours)
Xiaofei Li	<a href="mailto:xiaofeil@yorku.ca">xiaofeil@yorku.ca</a>	Section A, Friday, 11:30am–2:30pm; Zoom online
Nabil Tahani	<a href="mailto:ntahani@yorku.ca">ntahani@yorku.ca</a>	Section E, Wednesday, 11:30am–2:30pm; Zoom online
		Section C, Wednesday, 4:00pm–7:00pm; Zoom online

**ESSENTIAL NOTICE: READ THIS FIRST**

All sections of this course are online due to COVID-19. Except section G, all sections will have regular interactive meetings on Zoom. Section G will have optional office hours, to be announced later.

All sections have the same Voice-over-Powerpoint slides for lectures. These files and online quizzes and the midterm exams will be posted on Moodle. The evaluation scheme and the requirements are the same for all sections.

In order to make an online course work, students have to keep working every week rather than leaving it all to the end of the course, and we have organised the course so that students will have some work for grading almost every week. Students will be responsible for owning and maintaining a computer (not a phone) that will allow them to participate in all aspects of this course. See Delivery Method section below.

Please read the rest of this outline. The pandemic has led to many changes from the way this course has operated in the past.

## Course Description

This course introduces students to the principles of finance and its applications. The course emphasizes the following two concepts: *the time value of money* and *the relationship between expected return and risk*. Topics covered include: time value of money, valuation of financial securities (e.g. bonds and stocks), choice of new projects to undertake (i.e. capital budgeting), determination of appropriate discount rates and working capital management. This course is both rich in content and fast in pace. Therefore, considerable out of class work is required for each student. Problem solving technique is essential to success in this course.

## Delivery Method

The course will be delivered through a combination of online Zoom classroom lectures and Voice-Over-PowerPoint lectures. Throughout the course, your active participation is encouraged. You are required to think, to analyze, to evaluate, and to apply problem-solving techniques.

Zoom conference software is available free to all YorkU students: <https://yorku.zoom.us>

All course materials, announcements and files will be posted on Moodle: <https://moodle.info.yorku.ca>

Here are some useful links for student computing information, resources and help:

[Student Guide to Moodle](#)

[Zoom@YorkU Best Practices](#)

[Zoom@YorkU User Reference Guide](#)

## Pre-Requisites and Co-Requisites

Students without the following pre-requisites and co-requisite will be de-enrolled.

**Pre-requisites:** **ECON 1000, ECON 1010, ADMS 2500.**

**Co-requisite:** **ADMS 2320** (you must have already completed 2320 or are taking it in the same term as 3530).

## Student Evaluation

Midterm Exams 2@20% each	40% (Moodle)
Online Quizzes	20% (Moodle)
Learnsmart (online) Assignments	10% (McGraw Connect)
Final Exam	30% (Moodle)

## Grading Guidelines

Faculty Council has established the following Grading Guidelines: *The average final grade in the course will be between 60% to 75%*. Your final letter grade will be determined relative to the grades of all other students.

## Textbook:

**Brealey et al., "Fundamentals of Corporate Finance" Seventh Canadian edition**, McGraw-Hill Ryerson, 2020.

Note: **Students are required to enroll with the online McGraw Connect resources** in order to complete the Learnsmart assignments (as noted above).

## Options for textbook and course resources:

**Connect must be purchased by all students. This costs \$99 and includes the e-textbook.** This is the

cheapest option. The **hardcopy textbook** may be purchased from McGraw-Hill directly or from the York bookstore. You may need to pay extra for Connect. Refer to this link for more details on the different purchase options: <https://www.mheducation.ca/fundamentals-of-corporate-finance-9781259272011-can-group#configurable-product-options-title>

Your instructor will provide you with the **Connect URL** to register for the e-textbook and other Connect resources once the semester begins. **Please register with the Connect URL for the section in which you are officially enrolled.**

You will also need a **Passport York** account to connect to the Zoom sessions, and access the course files, quizzes and exams that are posted on **Moodle**. Most students should already have one. Here is the link if you need help: <https://registrar.yorku.ca/enrol/guide/ppy>

### **Assignments and Quizzes**

Students will be required to complete weekly online assignments and quizzes. Students must purchase and be enrolled with the McGraw-Hill **Connect** resources in order to complete the Learnsmart (LS) assignments. (See Options for textbook and course resources listed above)

### **Financial Calculator**

**A financial calculator is required.** A popular and easy-to-use model (used by many students and instructors) is the **Texas Instruments BAII Plus** (about \$45). Other models include the **Sharp EL-738C** (about \$35) and the **Hewlett-Packard 10BII** (about \$45). Instructions for these three models are given in the textbook. If you will someday pursue the Chartered Financial Analyst (CFA) designation, note that only two calculators are currently allowed for the CFA exams: the Texas Instruments BAII Plus (including the BAII Plus Professional), and a different Hewlett-Packard model, the HP-12C.

### **Midterm Exams**

The midterm exams are scheduled for:

- **Sunday October 18: 9am to 10:30am (EDT)**
- **Sunday November 15: 9am to 10:30am (EDT)**

Midterm exams are delivered online through Moodle. Students are required to have access to a computer with a reliable internet connection.

### **Missed Midterm Exams**

*There are no makeup midterm exams.* If students **miss one midterm** exam (for any reason, such as medical), no documentation will be required and the weight of the midterm will be shifted to the final exam. The final exam will then be a **comprehensive final exam**, that is longer in duration and covers more of the missed material than the regular final exam. If students **miss both midterm exams**, no documentation will be required **and the weight of one midterm exam will be moved to a comprehensive final exam, as outlined above.** The **other midterm weight (20%) will be lost,** resulting in a maximum possible course grade of 80%.

### **Final Exam**

The final exam date and time will be set by the Registrar's Office during the final exam period. It will be delivered online through Moodle. Students are required to have access to a computer with reliable internet connection.

### **Formula Sheets**

The formula sheets that you will need for the midterm and final exams will be posted on the course website at least one week in advance of the exam dates.

### **Exam Review Sessions**

Over the semester a number of exam review sessions will be held via Zoom in order to help you prepare for the midterm and final exams. Their schedule will be posted on the course website within the first two weeks of the semester.

### **Deferred Standing – Missed Final Exam**

Deferred standing may be granted to students who are unable to write their final examination at the scheduled time. In order to apply for deferred standing in an AP/ADMS class, students must register at: <http://sas-app.laps.yorku.ca>

The DSA and supporting documentation must be submitted no later than five (5) business days from the date of the exam. These requests will be considered on their merit and decisions will be made available by logging into the same link as above. No individualized communication will be sent from the School to the students (no letter or e-mails).

It is the policy of the SAS finance area that instructors will NOT sign a DSA form if you miss one (or both) midterm exams and the final exam. Students in this situation will need to petition for a deferred exam, late withdrawal or a remedy appropriate to their circumstances.

### **Academic Honesty and Integrity**

In this course, we strive to maintain academic integrity to the highest extent possible. Breaches of academic integrity range from cheating to plagiarism (i.e., the improper crediting of another's work, the representation of another's ideas as your own, etc.). All instances of academic dishonesty in this course will be reported to the appropriate university authorities, and can be punishable according to the Senate Policy on Academic Honesty:

<https://secretariat-policies.info.yorku.ca/policies/academic-honesty-senate-policy-on/>

### **Relevant University /LA&PS/ School Regulations**

The regulations on many aspects of coursework that apply to you are on this site:

<http://sas.laps.yorku.ca/students/>

You are responsible for understanding and following these regulations.

### **Detailed Course Schedule**

Posted as a separate file on your Moodle course website.