

York University
School of Administrative Studies
AP/ADMS 3531 Personal Investment Management
Course Outline – Winter 20-21

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Class hours: Section O, Tuesday, 7:00 PM (Toronto time)
Section P, Thursday, 7:00 PM (Toronto time)

The entire course, including the submission of assignments/projects; participation/meetings; and test-taking will take place on the Course eClass website.

This course will be run synchronously. Students are expected to attend 'live Zoom sessions' each week. Attendance is strongly recommended. All interactive Zoom sessions will be recorded on cloud and accessible to students via eClass for subsequent viewing.

I may change some aspects of this course as I work through it during the term. I will post updated information in case of any change. You will find detailed *Course Schedule* on course eClass. To make an online course work, you must keep working every week rather than leaving it all to the end of the course.

Students will be responsible for owning and maintaining a computer that will allow them to participate in all aspects of this course. If remote proctoring is used for the exams, you will need a webcam to appear on video throughout the exams.

Do not wait for the start of the course; register for Zoom now. Zoom conference software is available free to all Yorku students: <https://yorku.zoom.us>. Technology requirements and FAQs for Moodle can be found here: <http://www.yorku.ca/moodle/students/faq/index.html>

To ensure prompt and accurate response to all email communication must maintain a subject heading that begins with "ADMS 3531". You **must** write your name, section, and student number. You can **email** for an appointment to discuss relevant matter in detail.

Course Description

Familiarizes students with the investment process, emphasizing the management of individual investor portfolios. Topics include security markets, trade-offs between risk and return, security analysis, and the concept of an "almost efficient" market. Current financial events are discussed.

Prerequisite: AP/ADMS 3530 3.00. The SAS office staff will be verifying prerequisites later in the term. If you have not already completed 3530 (or equivalent) with a passing grade, you will be de-enrolled.

Required Text:

Bodie et al., "Investments" 9th Canadian edition, McGraw-Hill Ryerson, 2019.

Copies of each will be on reserve at Bronfman Library. Most students in the BCom finance stream will go on to take ADMS 4501, Advanced Portfolio Management, which also uses the Bodie book. As of May 6, 2020, you can order a hardcopy from the York bookstore for \$162.95 (free shipping to Canadian addresses), or an electronic copy for \$99.00.

Course website:

<https://eclass.yorku.ca/eclass/course/view.php?id=1464>

Evaluation Scheme

Stock-Trak Presentation	5%
Stock-Trak Assignments	15%
Quizzes	10%
Midterm Exam	35%
Final Exam	35%

Course grades may be curved to fit the standardized grade distributions in SAS and LA&PS.

Quizzes

The point of the quizzes is to make sure you are reading the textbook, watching the videos, and understanding the concepts. There are five 25-minute quizzes, each with 10 multiple choice questions. During a scheduled week, the Quiz will be posted on the course site. Quiz details shall be communicated via eClass. The quiz grade component is determined from your four highest scores among the five quizzes; the lowest score is dropped. Please note that all times/days are "Toronto time," Eastern Daylight Time. If you are writing quizzes in a different time zone, you will need to adjust the time and maybe the date.

Stock-Trak:

An important part of 3531 is your participation in the Stock-Trak Portfolio Simulation. Students will work in groups of two, although individual participation is allowed given legitimate reason.

There will be weekly Turnitin assignments that students complete and submit on eClass following the due dates. Additionally, they will input the details on a Google Worksheet to monitor weekly progress. The link to the Stock-Trak Google Worksheet will be provided on eClass. You will be given one week to complete each assignment. The worksheet will be locked (no editing) after one week.

Each group will make a brief informal presentation to the class. The presentation schedule will be posted on the course website. If you do not give your presentation on the scheduled date, and you do not have an excused reason, you will get a presentation mark of zero.

To sign up for a StockTrak account go to the following unique class registration links and join your class:

Section O (Class name: York-ADMS3531O-Winter20-21):

<https://www.stocktrak.com/members/registerstudent?className=York-ADMS3531O-Winter20-21>

Section P (Class name: York-ADMS3531P-Winter20-21):

<https://www.stocktrak.com/members/registerstudent?className=York-ADMS3531P-Winter20-21>

You do not need a practice account, so you can click on the checkmark to un-select it. The price is \$29.95 in US dollars. For a group of two students, just one student registers and pays the fee, and then the two of you decide how to share the cost. Please note, members of each group are responsible to complete the registration process. The instructor will not be involved in the process.

Accounts are open for trading beginning on the first 3531 class day. Your group must make at least five trades by the fourth week of classes. Trading ends on **10 April 2021**. You do not need to sell your stocks (or close out your positions) at the end; that would just increase your transaction costs.

Each student must make at least 20 trades during the semester (i.e., a group of two students must make 40 trades in their account), including at least two short sales and at least two option trades etc. Details will be posted on eClass. You should begin trading by the second week of classes, and at least 10 trades per person should be made by the midterm exam. Stock-Trak allows a maximum of 300 trades per account.

"StockTrak Student User Guide" is there to help students get familiarized with the platform before trading begins. <https://content.stocktrak.com/stocktrak-student-user-guide/>

Examinations: (online, eClass)

*Midterm exam date**: Sunday, February 28, 10:00 a.m. (Toronto time).

There are 35 multiple-choice questions covering topics from the first six weeks. An exam information sheet will be posted on eClass before the exam, listing how many exam questions are from each chapter, the breakdown between calculation and conceptual questions, and the required textbook sections. ** may change*

Final: Registrar's Office will schedule the exam date/time (Toronto time).

The final exam consists of 35 multiple-choice questions covering Week 7 through the end of the term. Students with excused absences from the midterm will write a 3-hour cumulative final exam covering material from the entire semester.

Course Policies

Academic Honesty

We take academic honesty seriously in our School. You must follow the policies laid out in the Senate rules, which you will find at: <https://secretariat-policies.info.yorku.ca/policies/academic-honesty-senate-policy-on/>

A course with online exams and assignments is particularly vulnerable to academic dishonesty. Instructors have considerable experience prosecuting students for academic dishonesty. I will be alert to all possible violations.

Finance Area policy on DSA (Deferred Standing Agreement)

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

Students are strongly encouraged to write the regular exam. Deferred students typically get lower marks, and many fails.

Deferred standing may be granted to students who are unable to write their final examination at the scheduled time. The DSA must be submitted no later than five (5) business days from the date of the exam. But the submission is by email instead of hardcopy, and no medical documentation is needed. See the link for Deferred Exam Requests here: <https://sas.laps.yorku.ca/students/links/>

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).

RELEVANT UNIVERSITY/LA&PS/SCHOOL REGULATIONS

The regulations on many aspects of coursework that apply to you are on: <http://sas.laps.yorku.ca/students/> You are responsible for understanding and following these regulations.

In this course, we strive to maintain academic integrity to the highest extent possible. Please familiarize yourself with the meaning of academic integrity by completing SPARK's [Academic Integrity module](#) at the beginning of the course. 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](#).

Audio-visual recordings of live sessions on Moodle will be posted. These recordings should be used for educational purposes only and as a means for enhancing accessibility. Students do not have permission to duplicate, copy and/or distribute the recordings outside of the class; such acts can violate not only copyright laws but also the Ontario [FIPPA](#) law. All recordings will be destroyed after the end of classes. For further information see the York [guidelines](#) for the taking and use of photographs, video and audio recordings.

Tentative Course Schedule**

Date	Topics and Text Chapters
Week 1	Introduction to Course and Orientation Understanding Stock Trak Trading Platform Financial Markets, Chapter 2
Week 2	How Securities are Traded, Chapter 3
Week 3	Mutual Funds, Chapter 4 Risk, Return and Historical Record, Chapter 5 (LO1-LO6)
Week 4	Equity Valuation Models, Chapter 18 Technical Analysis, Chapter 12 (LO2)
Week 5	Options Markets, Chapter 20 (LO1-LO3)
February 13-19	Reading Week
Week 6	Option Valuation, Chapter 21 (LO1), Review for the Midterm Exam
February 28, Sunday	Midterm exam time: 10 am (Toronto time)
Week 7	Bond Prices and Yields, Chapter 14 Stock-Trak Presentations
Week 8	The Term Structure of Interest Rates, Chapter 15 Stock-Trak Presentations
Week 9	Capital Allocation to Risky Assets, Chapter 6 (LO1-LO5) Stock-Trak Presentations
Week 10	Optimal Risky Portfolios, Chapter 7 (LO1-LO4) Stock-Trak Presentations
Week 11	The Capital Asset Pricing Model, Chapter 9 (LO1) Stock-Trak Presentations
Week 12	The Efficient Market Hypothesis, Chapter 11 Behavioral Finance, Chapter 12 (LO1) Stock-Trak Presentations
The Final Exam will be scheduled by the Registrar's Office.	

**detailed course schedule to be posted on eClass.