

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

AP/ADMS 3530 3.00 Finance

Winter 2022 - Course Outline

Instructors, Class Hours, Delivery Method and Locations

PLEASE NOTE THAT ALL LECTURE (In-person) SECTIONS WILL BE REMOTE (SYNCHRONOUS) UNTIL AT LEAST JANUARY 24.

Instructor	Email	Section	Delivery/Location	Day/Time (ET)
Sam Alagurajah	salagura@yorku.ca	M	Lecture (in-person) Room: ACW 106	Thu 4pm-7pm
Lois King	loisking@yorku.ca	O	Online (asynchronous)	Office Hours: TBA
Kwok Ho	kwokho@yorku.ca	P	Lecture (in-person) Room: VH D	Fri 11:30am-2:30pm
Kwok Ho	kwokho@yorku.ca	Q	Lecture (in-person) Room: ACW 205	Wed 11:30am-2:30pm
Mohafiqul Kader	mkader@schulich.yorku.ca	R	Lecture (in-person) Room: CLH G	Mon 11:30am-2:30pm
Lois King	loisking@yorku.ca	S	Lecture (in-person) Room: DB 1005	Tue 8:30am-11:30am
Sam Alagurajah	salagura@yorku.ca	U	Lecture (in-person) Room: DB 0007	Thu 11:30am-2:30pm
Alex Kowalski	alexfin@yorku.ca	V	Remote (synchronous)	Tue 7pm-10pm
Nabil Tahani	ntahani@yorku.ca	W	Remote (synchronous)	Mon 7pm-10pm

ESSENTIAL NOTICE:

All sections have the same Voice-over-Powerpoint slides for lectures. These files and online quizzes and the exams will be posted on eClass. 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.

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 Methods

- **Sections M, P, Q, R, S and U (Lecture):** Students will meet **in-person** in the locations and dates/times listed above, once York returns to in-person classes. Until that time, Students will meet **online through synchronous Zoom lectures**.
- **Sections V and W (Remote):** Students will meet **online through synchronous Zoom lectures**.
- **Section O: (Online)** is an **asynchronous** section. Students have access to the same files as the other sections. Optional office hours will also be held once a week and times will be announced later.

Whether remote or in-person, 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 eClass:
<https://eclass.yorku.ca/eclass/my/>

Here are some useful links for student computing information, resources and help:
<https://lthelp.yorku.ca/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@25% each	50% (eClass)
Online Quizzes	10% (eClass)
Learnsmart (online) Assignments	10% (McGraw Connect)
Final Exam	30% (eClass)

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 (see below).

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. Please make sure any hardcopy textbooks purchased come with the Connect Code.

Connect registration can be completed directly through a link posted directly on your eClass site. The link will be available a day or two prior to your first class.

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 **eClass**. 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:

- Midterm 1: Saturday Feb 12: 7pm-8:30pm (ET)
- Midterm 2: Saturday March 19: 7pm-8:30pm (ET)

Midterm exams are delivered online through eClass for ALL sections. Students are required to have access to a computer with 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 (25%) will be lost**, resulting in a maximum possible course grade of 75%.

Final Exam

The final exam date and time will be set by the Registrar's Office and will occur sometime between **April 12 and 29**. It will be delivered online through eClass for ALL sections. 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.

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 eClass course website.

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/>

Private Third-Party Tutoring Companies, Academic Honesty and Support Resources

Many private, third-party tutoring companies advertise their services to YorkU students. One way you can help eliminate these advertisements is by changing your eClass profile settings to private (see instructions below). Some of these private companies claim to be affiliated with, or recognized and supported by, York University. Some also claim to help you by providing you with quiz and test answers, suggesting that this practice is safe and permitted by York. These claims are **not** true. York University has not officially recognized or endorsed any third-party tutoring service. When you are provided with quiz, test and exam answers, you run the risk of violating the **university's academic honesty policy**.

Students have been caught using these services to cheat and gain unfair advantage over honest students. The cheating students and "tutors" have received academic dishonesty punishments ranging from failing courses, to being expelled, to losing their YorkU degrees. Officially supported resources to help students learn course material will be provided by YorkU officials, such as your professors and your department. These services are offered at no cost to you as a student.

If you would like help with course material, make sure you join one of our weekly **Peer Assisted Study Sessions (PASS)**. If you require help with any of your numeracy-related courses that involve math, statistics or Excel, drop in online to meet with one of our peer tutors at the **Student Numeracy Assistance Centre at Keele (SNACK)**.

To hide your email address in eClass: Step1: Click your name on the top-right of the eClass website, then click "Profile" on the drop-down menu; Step 2: Under "User details" click "Edit profile"; Step 3: From the "Email display" drop-down menu choose "Hide my email address from non-privileged users"; Step 4: Scroll to the bottom of the page and click on the "Update profile" button.