
**School of Administrative Studies
Faculty of Liberal Arts and Professional Studies
AP/ADMS 3531 Personal Investment Management
Course Outline – Fall 2023**

Instructor: Dr. Semih Yildirim

Office: Atkinson Room 218 Phone: 416-736-2100 x 22477
Email: yildirim@yorku.ca
Office Hours: Wednesdays 13:00 – 14:00 p.m. or by appointment

Class Hours: Section B, Wednesday 14:30 – 17:30 p.m. SLH C

Course Description & Prerequisites

This course 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.

Course Resources

• **Textbook (Required):**

Bodie et al., “Investments” 10th Canadian edition, McGraw-Hill Ryerson, 2022. Copies 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. You can buy a hardcopy from the York bookstore or an electronic copy.

• **Course Website:** <https://eclass.yorku.ca/course/view.php?id=93291>

Evaluation: Your final grade will be based on the following:

Stock-Trak Presentation	5%	
Stock-Trak Assignments	15%	
Midterm Exam	40%	(Sunday, Oct. 29, 2 p.m. at VH B)
Final Exam	40%	

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

Exams

You are required to write the exams in-person on York's Keele campus. Both exams are closed book. Formula sheets will be provided at the exam and will also be posted on eClass at least one week before the exam. You will need a pencil for filling in the Scantron bubble sheet, and a calculator. A few of the bond problems on the final exam need a financial calculator, which you should already have from ADMS 3530. You must present your YU Card for identification during the exam. Baseball caps and other non-religious headwear are prohibited, and cell phones must be turned off and put away.

The **midterm exam** is on **Sunday, October 29 at 2 pm**. It is a 2-hour exam with 30 multiple-choice questions covering topics from the first six weeks. An exam information sheet will be posted on eClass at least one week before the exam, listing how many exam questions are from each chapter, and the breakdown between calculation and conceptual questions.

Contact Professor Yildirim (yildirim@yorku.ca) regarding procedures for requesting an excused absence from the midterm due to illness, family emergency, or other circumstances. If you are granted an excused absence, you will write a cumulative final exam as described below.

The **final exam** will be scheduled by the Registrar's Office during the December final exam period. The regular exam is two hours with 30 multiple-choice questions covering topics from weeks seven to twelve. Details about the exam coverage will be shown in an exam information sheet posted on eClass at least one week before the exam. If you were absent from the midterm exam, you will write a three-hour final exam with 45 multiple-choice questions covering the entire semester.

Deferred Standing – Missed Final Examination

Deferred standing may be granted to students who are unable to write their final examination at the scheduled time or to submit their outstanding course work on the last day of classes. Contact Professor Yildirim (yildirim@yorku.ca) regarding procedures for requesting deferred standing.

Students are strongly encouraged to write the regular exam. Deferred students typically get lower marks, and many fail. In past years it was the policy of the Admin Studies finance area that we would not sign a DSA form if you miss both the midterm and final exams. Students in that situation needed to petition for a deferred exam or a late withdrawal or some other remedy appropriate to their circumstances.

Other Relevant Policies

The Course Outline link from the York Courses Web Site has links to various York policies. All students are expected to familiarize themselves with this information, including policies on Academic Honesty and Student Rights and Responsibilities.

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](#).

Stock-Trak

An important part of 3531 is your participation in the Stock-Trak Portfolio Simulation. Students will work in groups of two.

There will be weekly assignments that groups will need to complete and submit via Turnitin on eClass to monitor your progress. The links for the submissions will be provided on eClass. You will be given one week after the lecture to complete each assignment. The Stock-Trak assignments are worth 15% of your total mark.

Each group will make a brief informal presentation to the class at the end of the semester. The presentation schedule will be posted on the course website. The Stock-Trak presentation mark (worth 5% of your course grade) is an automatic 100%. 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 Stock-Trak account, go to the following link.

<https://www.stocktrak.com/members/register?session=ADMS3531B-Fall23>

This brings up a registration form that already shows your Class Name Code, York-ADMS3531B-Fall23. You don't need a practice account, so you can click on the checkmark to un-select it. The price is \$31.95 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 (the instructor will not be involved in the process). As soon as the group is formed you can complete the registration as a team.

Accounts are open for trading beginning on the first 3531 class day. Trading ends on the last week of the class. Each group must make at least five trades by the fourth week of classes. 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. 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/>