**School of Administrative Studies**

**Faculty of Liberal Arts and Professional Studies**

## AP/ADMS 3531B Personal Investment Management

 **Course Outline – Fall 2024**

**Instructor:** Dr. Semih Yildirim

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 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. DB 7C

**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=123519>

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

 Stock-Trak Presentation 5%

Stock-Trak Assignments 15%

Midterm Exam 40% (Sunday, Oct. 27, 2 p.m.)

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. **ONLY** YorkU Student IDs (with photos) and Government-issued Passports are acceptable forms of ID. Drivers' Licenses and Health Cards are no longer accepted. 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 27 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 in the next paragraph.

The final exam will be scheduled (by the Registrar’s Office) during the December final exam period. It is a 2-hour exam with 30 multiple-choice questions. 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 have an excused absence from the midterm (e.g. illness), you will write a three-hour **cumulative** **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. Instructions will be posted closer to the final exam date.

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 will **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**

All students are expected to familiarize themselves with the following information:

* Student Rights & Responsibilities
* Academic Accommodation for Students with Disabilities

**Academic Integrity**

Academic integrity is a fundamental and important value of York University. To maintain a fair and honest learning environment, you are responsible for understanding and upholding academic integrity in all courses and academic activities. You are encouraged to connect with reliable [on-campus resources](https://www.yorku.ca/laps/support/) that support your coursework and academic honesty. To better understand the serious consequences of breaching academic honesty policies, familiarize yourself with the [*Senate Policy on Academic Conduct*](https://www.yorku.ca/secretariat/policies/policies/academic-conduct-policy-and-procedures/). You can learn more about upholding academic integrity in your courses by exploring [Guiding Principles for LA&PS](https://www.yorku.ca/laps/sst/guiding-principles-for-laps/) and [Academic Integrity for Students](https://www.yorku.ca/unit/vpacad/academic-integrity/students/).

**Turnitin**

To promote academic integrity in this course, students will normally be required to submit their written assignments to Turnitin (via the course’s eClass site) for a review of textual similarities and the detection of plagiarism. In so doing, students will allow their material to be included as source documents in the Turnitin.com reference database, where they will be used only for the purpose of detecting plagiarism. The terms that apply to the University’s use of the Turnitin service are described on the Turnitin.com website.

**Intellectual Property**

Course materials are designed for use as part of this course at York University and are the intellectual property of the instructor unless otherwise stated. Third-party copyrighted materials (such as book chapters, journal articles, music, videos, etc.) have either been licensed for use in this course or fall under an exception or limitation in Canadian copyright law. Students may not publish, post on an Internet site, sell, or otherwise distribute any course materials or work without the instructor’s express permission. Course materials should only be used by students enrolled in this course.

Copying this material for distribution (e.g., uploading material to a commercial third-party website) may lead to a charge of misconduct according to York’s [Code of Student Rights and Responsibilities](https://students.yorku.ca/oscr/the-code), the [Senate Policy on Academic Honesty](https://www.yorku.ca/secretariat/policies/policies/academic-honesty-senate-policy-on/), and/or legal consequences for copyright violations.

Audio-visual recordings of live sessions on eClass may 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](https://www.ontario.ca/laws/statute/90f31) law. All recordings will be destroyed after the end of classes. For further information see the York [guidelines](https://ipo.info.yorku.ca/privacy/guidelines-for-the-taking-and-use-of-photographs-video-and-audio-recordings-by-employees/) for the taking and use of photographs, video, and audio recordings.