
MOS 3311B Finance

Course Outline: Section – 003; Winter 2018

1. Course Information:

1.1 Class Location and Time:

| <u>Section</u> | <u>Day</u> | <u>Start Time</u> | <u>End Time</u> | <u>Location</u> |
|----------------|------------|-------------------|-----------------|-----------------|
| 003 | Friday | 1:30 pm | 4:30 pm | SSC 3014 |

1.2 Contact Information:

Instructor: Danny L. Morrison

Office: SSC 4419

Office Hours: Wednesday 8 am – 12 noon

Phone: 661-2111 x87273

Email: dmorri28@uwo.ca

DAN Management and Organizational Studies strives at all times to provide accessibility to all faculty, staff, students and visitors in a way that respects the dignity and independence of people with disabilities. Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may also wish to contact Services for Students with Disabilities (SSD) at 519-661-2147 for any specific question regarding an accommodation.

More information about "Accessibility at Western" is available at: <http://accessibility.uwo.ca>

2. Calendar Description

2.1 Course Description:

This course introduces students to an in-depth analysis of financial planning and management with emphasis on capital structure and dividend payout policies, cost of capital and capital budgeting, and working capital management. The course serves as a framework for understanding a broad range of corporate financial decisions. Cases and directed readings will be used to enhance learning.

3 lecture hours, 0.5 course

Antirequisite(s): MOS 4310A/B

Prerequisite(s): MOS 2310A/B or MOS 3310A/B and enrolment in BMOS.

2.2 Senate Regulations

Senate Regulations state, "unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you will be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites."

This regulation is in regards to the COURSES required. Students not in BMOS are permitted to enroll in up to 1.0 MOS courses, per the Academic Timetable.

3. Textbook

Ross, S.A., Westerfield, R.W., Jaffe, J.F., and Roberts, G.S. 2015. Corporate Finance. 7th Canadian Edition. McGraw-Hill. ISBN: 978-007133957-5

4. Course Objectives and Format

4.1 Course objectives

- This course builds on the finance fundamentals introduced to you in the introductory finance course.
- This course is designed to give students the capacity to understand and evaluate the theory and apply, in real world situations, the techniques that have been developed in corporate finance.
- We will consider corporate investment decisions (project valuation) and decisions that involve financing those investments (raising capital, payout policy), while touching on related issues in risk management, corporate governance, and executive compensation.

4.2 Course format

The course is scheduled as a series of 3-hour lecture and students answering in-class questions to introduce topics in the course curriculum. Some class time might be set aside for course administration.

5. Learning Outcomes

5.1 Upon completion of the course, successful students should be able to:

- Explain financial markets and functions of corporate finance
- Calculate and interpret time value of money
- Estimate bond prices and identify factors that affect bond prices
- Estimate the value of a common stock and evaluate if the stock is under or over priced
- Calculate different components of cost of capital and the overall cost of capital of a corporation
- Calculate efficient portfolio using stock data
- Understand and evaluate capital budgeting decision rules and explain how real options affect these decisions
- Classify and distinguish various types of risk and their relation to portfolio choice
- Describe and calculate a firm's capital structure and interpret how leverage and firm value are related using Miller-Modigliani propositions
- Explain how a firm's dividend policy is set and how it affects firm value

6. Evaluation

| Segment of Evaluation | Percentage of Course Grade |
|-----------------------|----------------------------|
| Midterm Test #1 | 15% |
| Midterm Test #2 | 20% |
| Final exam | 35% |
| Group Project | 20% |
| Class Contribution | 10% |

6.1 Exams

Each midterm exam will be scheduled for one and one-half hours (1 ½) whereas the final exam, in total, will be scheduled for **2 hours**, and are **closed book examinations**. **Dictionaries are NOT allowed into the examinations.**

Only non-programmable calculators will be allowed into the exams. If you are unsure, please ask your professor to check your calculator. All electronic devices (includes cell phones) must be turned off and put away in your bag. They may not be on your person. Anyone found with an electronic device on their person will receive a grade of zero on the exam.

Students are responsible for material covered in the lectures as well as the assigned chapters/sections in the text. The final exam will be scheduled during the exam period. Exams will not be returned to students but may be reviewed in the instructor's office.

Students are **REQUIRED TO COMPLETE ALL COMPONENTS** of this course. There are no exceptions to this. Extra assignments to improve grades **will NOT** be allowed.

Exams will be scored using the program Scan Exam which examines the answer sheets for unusual coincidences in the pattern of answers given which may be indicative and used as supporting evidence of cheating.

6.2 Group Project

There is a group assignment. Each group must have at least five (5) members. You are expected to submit one report and all group members will receive the same grade. Late assignments will not be accepted.

Your report should provide a narrative of the company, describing how the firm stands today, what it does well, what it does badly, as well as what needs to change. The assignment has a specified length, either words or pages as well as format specifications that are outline in the MOS3311 Group Project Rubric that will be posted on the course website.

6.3 Class Contribution

It is expected that students will attend all classes and will arrive on time and ready to work. Much of our class time will be conversational. I will direct conversations about new material, the problems we are covering, and review of previously presented material. Participation will be evaluated daily for both quantity and quality. Quality is more important than quantity. Participation marks are not "easy" marks. They are awarded for making class better by contributing to discussions.

The following scale is used to grade participation. Please note: attendance does not equal participation.

0 (0%): did not attend, and it is not an excused absence.

0 (0%): attended, but spent the class period working on other things. Did not participate in class activities.

1 (25%): attended, participated in class activities, but did not ask or answer any questions.

2 (50%): attended, participated in class activities, answered questions related to items being discussed.

3 (75%): attended, participated in all class activities, answered questions throughout the class session. Preparation for class is apparent.

4 (100%): attended, participated in all class activities, answered questions that required interpretation or evaluation of concepts. Preparation for class is apparent. Went beyond just answering homework questions. Explained difficult concepts. Added considerable value.

Grades will not be adjusted on the basis of need. It is important to monitor your performance in the course. Remember: *You* are responsible for your grades in this course.

7. Lecture and Examination Schedule

- Chapter 1 Introduction to Corporate Finance
- Chapter 4 Financial Markets and Net Present Value
- Chapter 6 How to Value Bonds and Stocks
- Chapter 20 Issuing Equity Securities to the Public
- Chapter 21 Long-term Debt
- Chapter 15 Long-term Financing
- Chapter 8 Net Present Value and Capital Budgeting
- Chapter 9 Risk Analysis, Real Options and Capital Budgeting
- Chapter 10 Risk and Return: Lessons from Market History
- Chapter 11 Risk and Return: The Capital Asset Pricing Model
- Chapter 12 An Alternative View of Risk and Return: The Arbitrage Pricing Model
- Chapter 13 and 13A Risk, Return, and Capital Budgeting
- Chapter 16 Capital Structure: Basic Concepts
- Chapter 17 Capital Structure: Limits to the Use of Debt
- Chapter 18 Valuation and Capital Budgeting for the Levered Firm
- Chapter 19 Dividends and Other Payouts

A detailed lecture schedule will be posted on the course website.

Ideally, you should do the required readings before the topic is covered in class. Lectures are intended to highlight certain areas of each topic--there is not enough time available for us to cover all the material in class. However, you are responsible for all the material in the text. Thus, it is important for you to keep up with the readings. Students should also note that the workload for this course is heavy and should schedule their time accordingly.

8. University Policy Regarding Illness

8.1 Illness

The University recognizes that a student's ability to meet his/her academic responsibilities may, on occasion, be impaired by medical illness. Illness may be acute (short term), or it may be chronic (long term), or chronic with acute episodes. The University further recognizes that medical situations are deeply personal and respects the need for privacy and confidentiality in these matters. However, in order to ensure fairness and consistency for all students, academic accommodation for work representing 10% or more of the student's overall grade in the course shall be granted only in those cases where there is documentation supplied (see below for process) indicating that the student was seriously affected by illness and could not reasonably be expected to meet his/her academic responsibilities.

Documentation shall be submitted, as soon as possible, to the appropriate Dean's office (the Office of the Dean of the student's Faculty of registration/home Faculty) together with a request for relief specifying the nature of the accommodation being requested. These documents will be retained in the student's file, and will be held in confidence in accordance with the University's Official Student Record Information Privacy Policy

http://www.uwo.ca/univsec/pdf/academic_policies/general/privacy.pdf

Once the petition and supporting documents have been received and assessed, appropriate academic accommodation shall be determined by the Dean's Office in consultation with the student's instructor(s). Academic accommodation may include extension of deadlines, waiver of attendance requirements for classes/labs/tutorials, arranging Special Exams or Incompletes, re-weighting course requirements, or granting late withdrawals without academic penalty.

Academic accommodation shall be granted only where the documentation indicates that the onset, duration and severity of the illness are such that the student could not reasonably be expected to complete his/her academic responsibilities. (Note: it will not be sufficient to provide documentation indicating simply that the student was seen for a medical reason or was ill.)

A form to be completed by off-campus physicians is available at:
http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf

Whenever possible, students who require academic accommodation should provide notification and documentation in advance of due dates, examinations, etc. Students must follow up with their professors and their Academic Counselling office in a timely manner.

In the case of a final examination in the course, the student must arrange for a Special Examination or Incomplete through their Dean's office, for which you will be required to provide acceptable documentation.

If you feel that you have a medical or personal problem that is interfering with your work, you should contact your instructor and the Faculty Academic Counselling Office as soon as possible. Problems may then be documented and possible arrangements to assist you can be discussed at the time of occurrence rather than on a retroactive basis. In general, retroactive requests for grade revisions on medical or compassionate grounds will not be considered.

8.2 Make Up Examinations

The student must write a make-up exam if the regularly scheduled exam is missed for reasons for which adequate documentation is received by the instructor (this documentation must be supplied by the Academic Counseling office). The make-up may differ from the original exam.

8.3 Attendance

It is expected that students will attend all classes. The professor does not provide access to lecture notes. Students are encouraged to obtain missed lecture notes from a fellow student.

9. University Policy on Cheating and Academic Misconduct

Cheating on exams will not be tolerated; students are referred to the university policy on scholastic offenses. Looking at the test of another student, allowing another student to view your exam, or obtaining information about a test in advance are all examples of cheating. Students found cheating will receive a zero (0%) on that exam. A number of safeguards will be employed to discourage cheating. For example, examination supervisors (proctors) of the tests may ask students to move to another seat during the exam, cover their paper, avert their eyes from other students' papers, remove baseball caps, etc. This is not meant as a personal affront nor as an accusation of cheating, rather as vigilant attempts at proctoring. A copy of guidelines about how to avoid cheating can be obtained from the office of the Ombudsperson, Room 3135 WSSB, (519) 661-3573, ombuds@uwo.ca.

Students are responsible for understanding the nature of and avoiding the occurrence of plagiarism and other academic offenses. Students are urged to read the section on Scholastic Offenses in the Academic Calendar. Note that such offenses include plagiarism, cheating on an examination, submitting false or fraudulent assignments or credentials, impersonating a candidate, or submitting for credit in any course without the knowledge and approval of the instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course in the University or elsewhere. If you are in doubt about whether what you are doing is

inappropriate, consult your instructor. A claim that "you didn't know it was wrong" will not be accepted as an excuse.

The penalties for a student guilty of a scholastic offense include refusal of a passing grade in the assignment, refusal of a passing grade in the course, suspension from the University, and expulsion from the University.

10. Procedures For Appealing Academic Evaluations

1. In the first instance, all appeals of a grade must be made to the course instructor (informal consultation).
2. If the student is not satisfied with the decision of the course instructor, a written appeal must be sent to the Undergraduate Chair: Student Affairs of the Department of Management and Organizational Studies.
3. If the response of the Undergraduate Chair is considered unsatisfactory to the student, he/she may then appeal to the Dean of the Faculty in which the course of program was taken.
4. Only after receiving a final decision from the Dean, may a student appeal to the Senate Review Board Academic. A Guide to Appeals is available from the [Ombudsperson's Office](#).

11. Student Responsibilities

Material covered in lectures will not always be the same as material covered in the textbook. These two sources should be viewed as complimentary and not redundant. As such, students who want to do well in this course are **strongly encouraged** to attend lectures on a regular basis. Please note that the instructor will not be providing copies of lectures notes or overheads. Therefore, if you miss a lecture, you should try to obtain this material from another student.

In this class, some students may be unaware that their private discussions are distracting to other people. If you feel that students are distracting your attention from the material, then you should ask them to be quiet. If you feel uncomfortable doing this (or the problem persists), then please see the instructor. In addition, please avoid engaging in private discussions with other students during the lectures.

To avoid unnecessary distractions, please arrive to each class on time.

12. Support Services

12.1 Support Services

The Registrar's office can be accessed for Student Support Services at <http://www.registrar.uwo.ca>
Student Support Services (**including the services provided by the USC listed here**) can be reached at: <http://westernusc.ca/services/>
Student Development Services can be reached at: <http://www.sdc.uwo.ca/>

Students who are in emotional/mental distress should refer to Mental Health@Western
http://www.health.uwo.ca/mental_health/ for a complete list of options about how to obtain help.

13. Other Issues

13.1 Grade Policy

The DAN Program has a grade policy which states that for courses in the 3000-3999 range, the class average must fall between 70% and 77% for all sections of a course taught by the same instructor. In very exceptional circumstances only, class averages outside this range may be approved by the Undergraduate Chair or Chair. Class averages are not grounds for appeal.

13.2 Short Absences.

If you miss a class due to minor illness or other problems, check your course outlines for information regarding attendance requirements and make sure you are not missing a test or exam. Cover any readings and arrange to borrow the missed lectures notes from a classmate.

13.3 Extended Absences.

If you are absent more than approximately two weeks or if you get too far behind to catch up, you should consider reducing your workload by dropping one or more courses. The Academic Counsellors can help you to consider the alternatives. At your request, they can also keep your instructors informed about your difficulties.

13.4 Academic Concerns.

If you are in academic difficulty, it is strongly recommended that you see your academic counsellor.

13.5 Important Dates:

January 8: Classes resume

January 16: Last day to add a second term half course (B or G)

February 2: Midterm test #1

February 19: Family Day. All offices closed

February 19 – 23: Reading Week (No classes; All offices open Feb 20 – 23)

March 7: Last day to drop a second term half course without penalty

March 9: Midterm test #2

March 30: Good Friday (No classes; All offices closed)

April 11: Classes end

April 12 and 13: Study days

April 14 – 30: Examination Period

April 30: Second term ends. Last day to apply for Spring Graduation.

14. Other Information

- Bring student identification to exams.
- Nothing is to be on/at one's desk during an exam except a pencil, an eraser, and the individual's student card
- Do not wear baseball caps to exams
- Do not bring music players, cell phones, beepers, or other electronic devices to exams
- All electronic devices (includes cell phones) must be turned off and put away in your bag. They may not be on your person. Anyone found with an electronic device on their person will receive a grade of zero on the exam.

For The University of Western Ontario Senate Regulations, please see the Handbook of Academic and Scholarship Policy at: http://www.uwo.ca/univsec/academic_policies/index.html

15. E-mail Policies

The following policies apply to all emails between students and the Professor. Please respect the fact that the Professor receives hundreds of emails from students and must deal with those emails in a fair and organized manner. Unacceptable emails will receive a reply saying only "Please see Email Policies on the course outline".

15.1 UWO.CA Email Addresses Only

For privacy reasons, students must use their Western email accounts to contact the Professor. The Professor will not respond to emails from non-uwo.ca addresses (e.g. hotmail.com, gmail.com, etc.).

15.2 Subject Line Must Include Course and Section Number

The subject line of emails must contain the name or number of the course, and the section number in which the student is enrolled. The Professor teaches different courses and sections and cannot properly respond to questions if he does not know which course or section you are enrolled in.

15.3 Acceptable Emails

- questions about the course content or materials
- asking to set up an appointment to ask questions or review an exam
- notification of illness or other special circumstances
- providing constructive comments or feedback about the course

15.4 Unacceptable Emails

- questions that may be answered on OWL or on this course outline
- asking when grades will be posted
- asking what grade a student received
- asking where or when an exam is scheduled or the material covered on an exam
- requests for grade increases, extra assignments, or reweighting of course components

16. FREQUENTLY ASKED QUESTIONS

| Question | Answer |
|--|--|
| How can I succeed in this course? | Do all the assigned readings, attend class, focus on understanding the principles in a way that lets you apply them to new fact situations. |
| I missed the quiz because my computer didn't work, my internet connection was lost, I was preparing my Business 2257 project, I was out of town, I lost my phone, I forgot ... | A missed quiz will result in a mark of zero. You are responsible for calendaring the quizzes and having reliable internet access to write them. There are no "make up" assignments available. |
| I missed a quiz or exam because I was sick or there was a death in my family. | See the section of the course outline on ILLNESS AND SPECIAL CIRCUMSTANCES |
| I have a lot of mid-terms or projects at once. Can I write the make-up exam? | Make-up exams for conflicts are not available unless you meet the <u>Exam Conflict or Multiple Exam Situation scenarios</u> . See <u>website</u> for instructions. |
| When will the exam grades be posted? | Mid-term grades are posted on OWL when they become available. Final exam grades and final course grades are not posted on OWL. |
| Can I come and see my exam? | You can review your exam during office hours or at any other mutually convenient time. |
| Can I use a different textbook? | You can use a different textbook, but it is your responsibility to ensure that you are learning all of the assigned material. Be aware that different textbooks may be organized differently and may cover different material. |
| There is so much material. How can I possibly remember everything? | You do not need to remember everything in the book. You need to understand the fundamental principles and how to apply them. |
| This mark is going to prevent me from getting accepted at Ivey/graduate school/NASA. | Grades are given based on actual performance, as set out on the course outline. In order to be fair to all the students in the course, grade adjustments, extra assignments, and the reweighting of course components are not available. |
| I need a certain mark to get or maintain a scholarship or my AEO status at Ivey. | |
| I tried really hard but I still got a poor mark. | |
| This is the lowest mark I have ever received. | |