
MOS 2310B Sections 001 and 002
Finance
Winter 2021 Course Syllabus

1. Course Information:

- 1.1 Class Location and Time:
Distance Studies / Online through OWL
- 1.2 Contact Information:
Instructor: Lucas Thung
Office: <https://westernuniversity.zoom.us/my/LThung>
Office Hours: By Appointment via Zoom
Phone: By Appointment via Zoom
Email: LThung@uwo.ca

DAN Department of Management & 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 provides overview of issues in financial management and corporate finance. Students will learn how financial managers make investment, financing and other decisions and the tools they use to make such decisions. Topics covered include time value of money, risk, valuation, capital structure, dividend policy and other selected issues.

3 lecture hours, 0.5 course

Antirequisite(s) at Main campus: Financial Modelling 2555A/B, and MOS 3310A/B. Antirequisite(s) at Brescia campus: MOS 3310A/B.

Prerequisite(s): MOS 1021A/B and MOS 1023A/B and enrolment in BMOS, Music Administrative Studies (MAS), or Honors Specialization in Urban Development.

NOTE: Students interested in pursuing an HBA Degree at the Richard Ivey School of Business should not take this course in second year as Ivey does not recognize this course as part of the HBA degree.

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 regard 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., Jordan, B.D., Roberts, G.S., Pandes, J.A., Holloway, T.A., 2019. Fundamentals of Corporate Finance, 10th edition (2019). McGraw-Hill.

Textbook only: ISBN 9781259654756

Digital Access/Connect Only: ISBN10: 1260305538 | ISBN13: 9781260305531

<https://www.mheducation.ca/selfstudy>

https://connect.mheducation.com/class/ross_10e

4. Course Objectives and Format

The DAN Department of Management and Organizational Studies as a whole draws upon an evidence-based management approach. Evidence-based management is the systematic process of gathering evidence from multiple sources, critically appraising the evidence, and using that evidence in making and evaluating management decisions to improve organizational performance.

4.1 Course objectives

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

- Demonstrate basic knowledge of financial markets and institutions and explain how firms obtain funds in the markets and at what cost
- Calculate the time value of money and apply the concepts to the valuation of financial securities such as bonds and stocks
- Distinguish among various types of risks and apply the Capital Asset Pricing Model to calculate returns, given appropriate risk measures
- Calculate the cost of capital and solve capital budgeting problems
- Explain how a firm might set its dividend policies
- Analyze a firm’s performance to determine its strengths and weaknesses, and be able to use financial analysis to improve performance
- Explain various strategies for managing a firm’s short-term assets and liabilities

Students are responsible for all the material in the text. Thus, it is important for students to keep up with the required readings. Students should also note that the workload for this course is heavy and should schedule their time accordingly.

4.2 Course format

Distance Studies / Online through OWL

5. Learning Outcomes

- Identify and evaluate the core marketing concepts, principles, and theories
- Apply concepts, principles, and theories to solve realistic marketing problem and to make sound marketing decisions
- Explain the marketing planning process and apply this process to a specific business case through teamwork
- Analyze an industry and draw out the key success factors related to a marketing plan and apply these to a specific competitive situation to use in differentiating products and services for an enterprise

6. Evaluation

Midterm [Sunday, Feb 28th from seven (7) pm to eight-thirty (8:30) pm EST via Zoom and OWL] = **35%**

Group Project [Sunday, March 21st at 11:30 pm EST via OWL's "Assignments"] = **20%**

Final Exam [During examination period scheduled by the Office of the Registrar] = **45%**

- Examination Period: Wed, April 14th to Fri, April 30th

Total = 100%

There is **NO makeup Midterm** in this course.

Students who missed the Regular Midterm must contact the instructor as soon as possible and are eligible to **shift the weight of the missed Midterm to the Final Exam, subject to approval by Student Counselling.**

i.e. submit supporting documents and follow the relevant Missed Assessment process.

The 35% Midterm weight will be added to the 45% Final Exam, resulting in **an adjusted weight of 35% + 45% = 80%** for the Final Exam.

Group Project – **See OWL for more details.**

Midterm and Final Exam are “**mixed-format**” and will be conducted via Zoom and OWL.

Midterm will be scheduled for **1.5 hours (i.e. 90 minutes)** and is a “**Closed Book**” examination.

- **Students are allowed to have:**
 - o **Handheld** non-programmable calculator.
 - o **One (1) SINGLE-sided 8.5” x 11” paper** as an aid sheet that **MUST** be **PRINTED (i.e. no electronic copy)**. Students may write/type anything (i.e. formulas and/or notes). The **other side** of the aid sheet must be **BLANK** and the proctors will **randomly** ask students to show the blank side of the aid sheet via Zoom.

Final Exam will be scheduled for **2 hours (i.e. 120 minutes)** and is a “**Closed Book**” examination.

- **Students are allowed to have:**
 - o **Handheld** non-programmable calculator.
 - o **One (1) SINGLE-sided 8.5” x 11” paper** as an aid sheet that **MUST** be **PRINTED (i.e. no electronic copy)**. Students may write/type anything (i.e. formulas and/or notes). The **other side** of the aid sheet must be **BLANK** and the proctors will **randomly** ask students to show the blank side of the aid sheet via Zoom.

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.

Electronic devices of any kind (including cell phones, smart watches and calculators) are NOT permitted at exams.

Both Midterm and Final Exam are INDIVIDUAL assessments that will be conducted "Live" via Zoom and OWL.

All students must enable their cameras throughout the Midterm and Final Exam.

Students are responsible for material covered in the lectures as well as the assigned chapters/sections in the text. Exams will not be returned to students but may be reviewed by contacting your Instructor.

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.

Midterm and Final Exam will be scored manually and with the use of anti-cheating program which examines the answer for unusual coincidences in the pattern of answers given which may be indicative and used as supporting evidence of cheating.

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.

The DAN Department has a grade policy which states that for courses in the **2000-2999** range, the class average **MUST** fall between **65% and 72%** 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.

7. Lecture and Examination Schedule

"See Schedule on OWL".

8. Student Responsibilities

Students should familiarize themselves with Western University Senate Regulations, please see: http://www.uwo.ca/univsec/academic_policies/index.html.

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.

8.1 Respect

Please act respectfully towards the classroom, the Professor and your fellow students. Acting respectfully means arriving on time, turning off phones, avoiding private discussions during lectures, refraining from viewing non-course material on your laptops, and cleaning up after yourself. Acting respectfully provides a better learning experience for everyone.

Private in-class discussions are distracting to students and the Professor. If other students are distracting your attention from the material, you should ask them to be quiet. If you feel uncomfortable doing this (or the problem persists), please see the instructor.

Late arrivals are also distracting. Please try to arrive on time for classes.

8.2 No Recording of Classes

Students are **NOT** permitted to record any portion of a class, audio or video, without the prior written permission of the professor.

8.3 Copyright Notice

Lectures and course materials, including power point presentations, outlines, and similar materials, are protected by copyright. You may take notes and make copies of course materials for your own educational use. You may **not** record lectures, reproduce (or allow others to reproduce), post or distribute lecture notes, wiki material, and other course materials publicly and/or for commercial purposes without my written consent.

9. Exam Policies

- Have student identification ready.
- Nothing is to be on/at one's desk during an exam, except your computer and any approved materials
- No other browsers or programs may be open while an exam is in progress.
- Students may be required to use ProctorTrack or other proctoring software.
- To ensure fairness to all students, questions will not be answered during exams.

10. 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".

10.1 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 (i.e. Gmail, Live, Rogers, etc).

10.2 Subject Line **Must** Include Course Code (i.e. **MOS 2310 - Sec #**)

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.

10.3 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

10.4 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

11. Attendance

It is expected that students will “attend” and review all asynchronous lectures.

The professor will not provide access to the lecture notes.

Students are encouraged to obtain missed lecture notes from a fellow student.

11.1 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.

11.2 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.

12. Grade Fairness

Fairness requires that all students be treated equally and be evaluated using the criteria set out in this course outline. The evaluation criteria are based on actual achievement and not on how hard a student has tried.

Claims by students of an excellent academic history, good attendance record, need to obtain or maintain a scholarship, desire to be admitted to Ivey or graduate school, or other personal issues, cannot be used to justify a higher grade in the course or a reweighting of course components. There is no extra work or assignments available for extra credit or to “make up” for a course component that was missed or performed poorly.

13. Posting of Grades

Midterm exam grades will be posted on OWL once the grades are available. **Final exam grades and final course grades** are **NOT** posted on OWL and are available once they have been posted by the Registrar under “Academic Summary” at the Student Centre website.

14. University Policy Regarding Illness

14.1 Illness

For details on University Policy and student responsibilities go to:

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic_Consideration_for_absence_s.pdf

The current Illness Policy is available here (subject to change):

https://dan.uwo.ca/undergraduate/course_information/IllnessPolicy.pdf

14.2 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 date and time of the make-up examination will be set by the instructor, who will communicate the date to the student.

If a student is unable to meet the scheduled make-up as agreed, then the student is responsible for obtaining new accommodations from Academic Counselling, and seeking a new make-up date with the instructor within a reasonable time frame.

15. University Policy on Cheating and Academic Misconduct

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.

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.

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.

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.

16. 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.

17. Support Services

17.1 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/your-services/>

Student Development Services can be reached at: <http://www.sdc.uwo.ca/>

Students who are in emotional/mental distress should refer to Health and Wellness at Western University: <https://www.uwo.ca/health/> for a complete list of options about how to obtain help.

17.2 Academic Concerns.

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

18. FREQUENTLY ASKED QUESTIONS

- 1) How can I succeed in this course?
 - *Do all the assigned readings, participate in online discussions and focus on understanding the key concepts.*
- 2) I have a lot of midterms or projects at once. Can I write the make-up exam?
 - *Make-up exams for exam conflicts are not available **unless** you:*
 1. *Have three (3) final exams within twenty-three (23) hours*
 2. *Have two (2) final exams overlapping with each other*
- 3) When will the exam grades be posted?
 - *Midterm grades are posted on OWL when they become available. Final exam grades and final course grades are **NOT** posted on OWL.*
- 4) Can I use a different textbook or older edition?
 - *You can use a different textbook or older edition, 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.*
- 5) 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 concepts and how to apply them.*
- 6) This mark is going to prevent me from getting accepted at Ivey/graduate school/NASA/etc.
 - *Grades are awarded based on actual performance, as set out on the course outline. In order to be fair to all students in the course, grade adjustments, extra assignments, and reweighting of course components are **NOT** available.*
- 7) I need a certain mark to get or maintain a scholarship, etc.
 - *Grades are awarded based on actual performance, as set out on the course outline. In order to be fair to all students in the course, grade adjustments, extra assignments, and reweighting of course components are **NOT** available.*
- 8) I tried really hard but I still got a poor mark.
 - *Grades are awarded based on actual performance, as set out on the course outline. In order to be fair to all students in the course, grade adjustments, extra assignments, and reweighting of course components are **NOT** available.*
- 9) This is the lowest mark I have ever received.
 - *Grades are awarded based on actual performance, as set out on the course outline. In order to be fair to all students in the course, grade adjustments, extra assignments, and reweighting of course components are **NOT** available.*