

Course ID:	Course Title:	Winter 2022
BUS 220	Finance	Prerequisite: MA110, ACC 200
		Credits: 3

Class Information		Instructor Information		Important Dates	
Delivery:	In Class (or Online when required)	Instructor:	Jason Orr, MBA	First Day of Classes:	January 10, 2022
Days:	Tue/Thu	Email:	jason.orr@ambrose.edu	Last Day to Add/Drop:	January 23, 2022
Time:	5:00-6:30pm	Phone:	587 707-4761	Last Day to Withdraw:	March 18, 2022
Room:	A2133	Office:	N/A	Last Day to Apply for Extension:	March 28, 2022
Lab/Tutorial:	Fri, 1:30-2:30pm	Office Hours:	By appointment only	Last Day of Classes:	April 14, 2022
Final Exam:	Office of the Registrar will publish Final Exam Schedule				

Important Dates and Information

For a list of all important dates and information regarding participating in classes at Ambrose University, please refer to the Academic Calendar at <https://ambrose.edu/academic-calendar> .

Course Description

This course examines the fundamental financial concepts including time value of money, cost of capital and capital structure, capital investment decisions, budgeting and financial planning, sources and forms of financing and business valuation.

Expected Learning Outcomes

Students are expected to acquire a sound understanding of principles, concepts and analysis of financial management.

This in turn will prepare them to take on more advanced financial courses. Specific objectives:

1. Develop an understanding of fundamental financial concepts and analysis techniques.
2. Develop competence working with financial data using both financial calculators and spreadsheets.
3. Understand the importance of corporate financial planning.
4. Master the concept of time value of money and evaluate the value of equity and debt instruments.
5. Evaluate investments opportunities and projects using capital budgeting techniques.
6. Understand the relationship between risk and return for securities.
7. Estimate cost of capital and determine the optimum level of capital structure.
8. In Consider finance from the perspectives of ethics, social responsibility and the Christian faith.

Textbook: Berk, DeMarzo, Harford, Stangeland, and Marosi. Fundamentals of Corporation Finance (3rd Canadian edition). Pearson, 2020. **All students need an access code from the publisher for online assignments as well.**

Also required: Electronic calculator with finance and statistical functions. TI BA II Plus recommended.

Evaluation:

The following is a summary of all evaluation methods, relative weights and tentative dates for the course. **See the course schedule for any updates on timing.**

Evaluation Method	Weight	Due Date
Chapter Assignments (online)	25%	Every Tuesday, EOD – See MyLab Finance – starting January 25
Quizzes (2)	15%	TBD
Finance in Context Posts	10%	TBD
Midterm	20%	March 4
Final Exam	30%	See registrar schedule

Tutorials: Attendance at tutorials is strongly encouraged, particularly if you are having difficulty with the concepts. Tutorial time will primarily focus on review of assignment questions or similar problems.

Requirements

Chapter assignments – Assignments will be available for each chapter, typically after materials are first covered in class. These must be completed using the on-line text platform by the time & date indicated on the course schedule (typically end of day on Tuesdays). Each student will need their own access code. The lowest assignment mark will be excluded. Students are given the opportunity to have their work checked for most questions as they proceed (before submitting their answers), so students have the opportunity to do very well on these assignments. There is no time limit and students are permitted to work together (though they need to submit their own answers). Individual understanding of the concepts and processing of the steps to find the correct results are highly recommended, even if working together. Late assignments will be accepted for a week following the due date, with a 50% penalty.

Quizzes – There will be multiple online quizzes throughout the term. They will be closed book except for a financial calculator and a formula sheet.

Finance in Context posts – There will be prompts for 2 Moodle throughout the term. Post #1 will involve discussing a current event. Late assignments will be accepted for a week following the due date, with a 50% penalty.

Midterm & final exam – The midterm and comprehensive final exam will be closed book except for a financial calculator and a formula sheet. Information on content will be provided throughout the course. Page 3

Attendance

Each student is expected to regularly attend and actively participate in class. Group discussions and analysis of course topics will be a key component of learning throughout the term. Students are expected to attend all classes, having prepared for class by reading the assigned readings ahead of time and actively participate in group discussions. The skills needed to participate effectively in class and present your ideas are the same skills required to be effective in the business world. If external circumstances or illness prevent you from attending or adequately preparing for a class, please let the professor know. The instructor may reduce a student's mark by a letter grade (i.e. B to B-) if a student's participation is inadequate. Breach of electronic etiquette and excess exits/re-entry are considered inadequate participation.

Course Schedule

Date	Topic	Reading
January 11	Introductory discussion	
January 13	Corporate Finance and the Financial Manager - intro	Chapter 1
January 18	Corporate Finance and the Financial Manager – cont.	Chapter 1
January 21	Introduction to Financial Statement Analysis	Chapter 2
January 25	The Valuation Principle	Chapter 3
January 27	Time Value of Money	Chapter 4
February 1	Interest Rates	Chapter 5
February 3	Bonds	Chapter 6
February 8	Stocks	Chapter 7
February 11		
February 15	Investment Decision Rules	Chapter 8
February 17	Capital Budgeting	Chapter 9
March 1	Capital budgeting cont. Midterm Review	
March 4	MIDTERM Risk and Return in Capital Markets	Chapter 10
March 8	Systematic Risk	Chapter 11
March 11	Systematic Risk – cont.	
March 15	Cost of Capital	Chapter 12
March 18	Equity Financing	Chapter 14
March 22	Debt Financing	Chapter 15
March 24	Capital Structure, Policy Payout	Chapter 16, 17
March 29	Financial Modelling and Pro Forma Analysis	Chapter 18
March 31	Working Capital Management, Short-Term Financial Planning	Chapter 19, 20
April 5	Risk Management	Chapter 21
April 7	International Corporate Finance	Chapter 22
April 12	Mergers and Acquisitions	Chapter 24
April 14	FINAL Review	

Grade Summary:

The available letters for course grades are as follows:

% Grade	Letter Grade	Description	Grade Points
95% to 100%	A+	Excellent	4.00
90% to 94%	A		4.00
85% to 89%	A-		3.70
80% to 84%	B+	Good	3.30
76% to 79%	B		3.00
72% to 75%	B-		2.70
68% to 71%	C+	Satisfactory	2.30
64% to 67%	C		2.00
60% to 63%	C-		1.70
55% to 59%	D+	Poor	1.30
50% to 54%	D	Minimal Pass	1.0
0% to 49%	F	Failure	0.00

Because of the nature of the Alpha 4.00 system, there can be no uniform University-wide conversion scale. The relationship between raw scores (e.g. percentages) and the resultant letter grade will depend on the nature of the course and the instructor's assessment of the level of each class, compared to similar classes taught previously.

Please note that final grades will be available on student registration system. Printed grade sheets are not mailed out.

Ambrose University Important Information:

Communication

All students have received an Ambrose e-mail account upon registration. It is the student's responsibility to check this account regularly as the Ambrose email system will be the professor's instrument for notifying students of important matters (cancelled class sessions, extensions, requested appointments, etc.) between class sessions.

Exam Scheduling

Students who find a conflict in their exam schedule must submit a Revised Examination Request form to the Registrar's Office by the deadline date; please consult the Academic Calendar. Requests will be considered for the following reasons only: 1) the scheduled final examination slot conflicts with another exam; 2) the student has three final exams within three consecutive exam time blocks; 3) the scheduled final exam slot conflicts with an exam at another institution; 4) extenuating circumstances. Travel is not considered a valid excuse for re-scheduling or missing a final exam.

Standards of Behaviour in the Classroom Setting

Learning is an active and interactive process, a joint venture between student and instructor and between student and student. Some topics covered within a class may lead to strong reactions and opinions. It is important that Students understand that they are entitled to hold contradictory beliefs and that they should be encouraged to engage with these topics in a critical manner. Committing to this type of "active learning" significantly increases the learning experience for both teacher and student, and reflects the Christian imperative to pursue truth, which lies at the heart of the Ambrose educational experience. However, active discussion of controversial topics will be undertaken with respect and empathy, which are the foundations of civil discourse in the Classroom Setting. Primary responsibility for managing the classroom rests with the instructor. The instructor may direct a student to leave the class if the student engages in any behaviour that disrupts the classroom setting. If necessary, Ambrose security will be contacted to escort the student from class. Please refer to your professor regarding their electronic etiquette expectations.

Academic Integrity

We are committed to fostering personal integrity and will not overlook breaches of integrity such as plagiarism and cheating. Academic dishonesty is taken seriously at Ambrose University as it undermines our academic standards and affects the integrity of each member of our learning community. Any attempt to obtain credit for academic work through fraudulent, deceptive, or dishonest means is academic dishonesty. Plagiarism involves presenting someone else's ideas, words, or work as one's own. Plagiarism is fraud and theft, but plagiarism can also occur by accident when a student fails or forgets to acknowledge to another person's ideas or words. Plagiarism and cheating can result in a failing grade for an assignment, for the course, or immediate dismissal from the university. Students are expected to be familiar with the policies in the current Academic Calendar that deal with plagiarism, cheating, and the penalties and procedures for dealing with these matters. All cases of academic dishonesty are

reported to the Academic Dean and become part of the student's permanent record.

Academic Policies

It is the responsibility of all students to become familiar with and adhere to academic policies as stated in the Academic Calendar. The academic calendar can be found at <https://ambrose.edu/content/academic-calendar-2>.

Privacy

Personal information (information about an individual that may be used to identify that individual) may be required as part of taking this class. Any information collected will only be used and disclosed for the purpose for which the collection was intended. For further information contact the Privacy Compliance Officer at privacy@ambrose.edu.

Coursework Extensions

Should a request for a time extension on coursework exceed the end of the term, a *Coursework Extension Application* must be completed and submitted to the Office of the Registrar. The extension (if granted) will be recorded on the student record. Extensions are granted at the discretion of the instructor and are normally granted for 30 days beyond the last day of the term.

Normally, Course Extension Applications will be considered only when all of the following conditions are met:

- the quality of prior course work has been satisfactory;
- circumstances beyond your control, such as an extended illness or death of a family member, make it impossible for you to complete the course work on time; and
- you submit *Coursework Extension Application* to the Office of the Registrar on or before the deadline specified in the Academic Schedule.

If granted, time extensions do not excuse you from a final examination where one has been scheduled for the course.

A temporary grade of TX will be assigned until a final grade is submitted in accordance with the new deadline. A final grade of F will apply to:

- all course work submitted after the end of the semester unless a coursework extension has been granted; and all course work submitted after the revised due date provided by an approved extension to coursework.

Academic Success and Supports

Accessibility Services

Academic accommodation is provided to Ambrose students with disabilities in accordance with the Alberta Human Rights Act and the Canadian Charter of Rights and Freedoms. Provision of academic accommodation does not lower the academic standards of the university nor remove the need for evaluation and the need to meet essential learning outcomes. Reasonable accommodations are tailored to the individual student, are flexible, and are determined by considering the barriers within the unique environment of a

postsecondary institution. It can take time to organize academic accommodations and funding for disability-related services. Students with a disability who wish to have an academic accommodation are encouraged to contact Accessibility Services as early as possible to ensure appropriate planning for any needs that may include accommodations. Staff can then meet with students to determine areas to facilitate success, and if accommodations are required, ensure those accommodations are put in place by working with faculty.

Ambrose Writing Services

Ambrose Writing services provides academic support in the four foundational literacy skills—listening, speaking, reading, and writing. It also assists students with critical thinking and the research process. Throughout the academic year, students can meet with a writing tutor for personalized support, or they can attend a variety of workshops offered by Academic Success. These services are free to students enrolled at Ambrose University. Academic Success serves all students in all disciplines and at all levels, from history to biology and from theatre to theology. To learn more, please visit <https://ambrose.edu/writingcentre>

Ambrose Tutoring Services

Ambrose Tutoring Services provides support in specific disciplinary knowledge, especially in high-demand areas such as chemistry, philosophy, math and statistics, and religious studies. These tutors also coach students in general study skills, including listening and note-taking. During the academic year, Ambrose Tutoring Services offers drop-in tutoring for courses with high demand; for other courses, students can book a one-to-one appointment with a tutor in their discipline. These services are free to students enrolled at Ambrose University. To learn more, please visit <https://ambrose.edu/tutoring>.

Mental Health Support

All of us need a support system. We encourage students to build mental health supports and to reach out when help is needed.

On Campus:

- Counselling Services: ambrose.edu/counselling
- Peer Supportive Listening: One-to-one support in Student Life office. Hours posted at ambrose.edu/wellness.
- For immediate crisis support, there are staff on campus who are trained in Suicide Intervention and Mental Health First Aid. See ambrose.edu/crisissupport for a list of staff members.

Off Campus:

- Distress Centre - 403-266-4357
- Sheldon Chumir Health Care Centre - 403-955-6200
- Emergency - 911

Sexual Violence Support

All staff, faculty, and Residence student leaders have received *Sexual Violence Response to Disclosure* training. We will support you and help you find the resources you need. There is a website with on and off campus supports – ambrose.edu/sexual-violence-response-and-awareness.

Off Campus:

- Clinic: Sheldon Chumir Health Centre - 403-955-6200
- Calgary Communities Against Sexual Abuse - 403-237-5888

Note: Students are strongly advised to retain this syllabus for their records.