



Carleton
University

Sprott
School of Business

CARLETON UNIVERSITY
SPROTT SCHOOL OF BUSINESS
BUSI2504 SECTIONS B & C
WINTER 2022
BUSINESS FINANCE I

Instructor: Michael Reynolds
Office Hours: Tuesdays 11:00am to 12:30pm
Office: N/A delivered via ZOOM
Email: michael.reynolds @carleton.ca
Phone Number: Phone calls by appointment

TA: To be announced in class
Office Hours: To be announced in class
Email: To be announced in class

Learning Modality: Flexible in-person/live virtual option attendance (“HyFlex”). This provides the student the option to either attend the live lecture or watch the live lecture virtually. Lectures will also be recorded and will be posted in Brightspace

For more detail on HyFlex refer to: [Student-Guide-to-HyFlex_FINAL.pdf \(carleton.ca\)](#)

Class Schedule:
Tuesdays 2:35-5:25pm (14:35-17:25)
Tuesdays 16:05-5:55pm (18:05-20:55)

Classrooms
Sec B: 102 AT (Azrieli Theatre)
Sec C: 102 AT (Azrieli Theatre)

Pre-requisites & precluded Courses:

Precludes additional credit for [BUSI 2503](#), [ECON 3050](#).
Prerequisite(s): [BUSI 1005](#), and [ECON 1001](#) and [ECON 1002](#) (or [ECON 1000](#))
or [ECOR 3800](#). Restricted to selected Sprott programs.

Course Calendar description from the [2021/2022 University calendar](#):
Business firms' financing, capital investment, and dividend policy decisions, cost of capital and short-term asset management problems.

Course Description:

This is an introductory course in finance. It addresses topics in finance that are important for all managers in organizations to understand. In addition to informing managers generally, these topics amount to an important foundation for higher level finance courses and will be used extensively in those courses. Finally, some of the topics addressed in this course can help with personal financing and investment decisions.

Learning Outcomes:

It is the objective of this course to teach students:

1. The principles of time value of money and how to apply them;
2. The features of various kinds of financial instruments, how to value them, and how organizations can use them to raise the capital they need;
3. Approaches to evaluating investment opportunities and making investment decisions;
4. Measures of risk and how they are related to returns; and,
5. General analytical skills in structuring and analyzing financial problems.

Textbook:

Ross, Westerfield, Jordan, Roberts, Pandes & Holloway *Fundamentals of Corporate Finance, 10th Canadian Edition*, McGraw-Hill Ryerson, 2019. 1259654753 · 9781259654756

**Hard copy: \$139 book,
Virtual: \$69 for 180 days or \$99 lifetime**

Course Requirements & Methods of Evaluation

	Weighting (%)
Participation	5%
Weekly lecture reflections	5%
Mid-Term Test I	20%
Mid-Term Test II	20%
Final Exam	50%
Total	100%

Two Term Tests will be held during class time (see the course outline for dates). Material covered will be as noted in the class schedule below (subject to change and will be confirmed in class). A student who does not write the midterm exams will automatically receive a grade of zero unless this is due to a medical or otherwise **emergency** with the appropriate **documentation**. Make-up exam for students with emergencies, will take place on Monday of the subsequent week. Please note that **no other times for make-up midterm will be offered.**

The Final Exam will be a comprehensive test, covering material from the entire course. More information about the final exam will be provided in class as the term progresses.

The **weekly lecture reflections** are a **one-page** reflection that you submit on Brightspace within 24 hours after each lecture. The reflection consists of a short summary of the lecture (in your own words), a reflection that demonstrates your understanding of the material.

The **participation** grade is based on a to be determined combination of: (i) attendance, (ii) contribution to the class discussion (contribution in chat box is also considered), (iii) completing Poll Everywhere questions.

An **equation sheet** and discounting tables will be provided to students prior to the term test and the final exam. Students will also be provided with the equation sheet and discounting tables in the term test and final exam.

Course Schedule (*tentative & subject to change*):

WK	CLASS DATE	TOPICS	CHAPTERS	PROBLEMS (FOR NEXT CLASS)
1	January 11	Introduction to Corporate Finance Introduction to Time Value of Money BASICS	1 5 (begin)	CH 5: 1,2,3,4,5
2	January 18	Introduction to Time Value of Money BASICS CONT. Discounted Cash Flow Intro Annuities	5 (end) 6.1	CH 5: 18,9,13,18,20,21 CH 6: 2,4
3	January 25	Discounted Cash Flow CONT.	6.2 – 6.3* *STOP AT MORTGAGES	CH 6: 1,2,3,4,5,6, 7, 11,15,16
4	February 1	Discounted Cash Flow CONT.	Rest of 6	CH 6: 21,25,26,41,44,49,55,58,66, 70
5	February 8	Midterm Test I (Ch 1, 5, 6 to 6.3)		
6	February 15	Valuing Bonds	7 (excl. 7A)	CH 7: 3, 5, 6, 7, 8, 19 20, 23
SPRING BREAK NO LECTURES				
7	March 1	Valuing Stocks	8	CH 8: 4, 5, 6, 7, 8, 10, 11, 12, 20
8	March 8	Capital Budgeting & Other Investment Criteria	9	CH 9: 1, 4, 6, 7, 8, 9, 12, 14, 15, 17,23
9	March 15	Lessons From Capital Market History Midterm Test II (Ch 6, 7, 8,9)	12	CH 12; 1, 2, 4,7,8,15
10	March 22	Return, Risk & the Security Market Line	13 to section 13.4	Ch 13: 1, 2, 3, 7, 8, 9
11	March 29	Risk & Return, continued	Rest of 13	Ch 13: 11,12, 13, 14, 16, 17, 25
12	April 5	Cost of Capital	14	CH 14: 1,2, 3, 4, 5, 9, 11, 12, 14, 15, 16, 21, 25

Contribution to Learning Goals of the Program ([BCom](#), [BIB](#)):

Program Learning Goal	Competencies Not Covered	Competencies Introduced (only)	Competencies Taught But Not Assessed	Competencies Taught and Assessed
CHECK (X) ONE PER ROW				
BC1 Knowledge <i>Graduates will be skilled in applying foundational business knowledge to appropriate business contexts.</i>				X
BC2 Collaboration <i>Graduates will be collaborative and effective contributors in team environments that respect the experience, expertise and interest of all members.</i>		X		
BC3 Critical Thinking <i>Graduates will be discerning critical thinkers, able to discuss different viewpoints, challenge biases and assumptions, and draw conclusions based on analysis and evaluation.</i>			X	
BC4 Communication <i>Graduates will be effective and persuasive in their communications.</i>	X			
BI5 Global Awareness (BIB ONLY) <i>Graduates will be globally-minded.</i>	X			

ADDITIONAL INFORMATION

Course Sharing Websites

Materials created for this course (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the author(s). They are intended for personal use and may not be reproduced or redistributed without prior written consent of the author(s).

Required calculator in BUSI course examinations

If you are purchasing a calculator, we recommend any one of the following options: Texas Instruments BA II Plus (including Pro Model), Hewlett Packard HP 12C (including Platinum model), Staples Financial Calculator, Sharp EL-738C & Hewlett Packard HP 10bII

Group work

The Sprott School of Business encourages group assignments in the school for several reasons. They provide you with opportunities to develop and enhance interpersonal, communication, leadership, follower-ship and other group skills. Group assignments are also good for learning integrative skills for putting together a complex task. Your professor may assign one or more group tasks/assignments/projects in this course. Before embarking on a specific problem as a group, it is your responsibility to ensure that the problem is meant to be a group assignment and not an individual one.

In accordance with the Carleton University Undergraduate Calendar (p 34), the letter grades assigned in this course will have the following percentage equivalents:

A+ = 90-100	B+ = 77-79	C+ = 67-69	D+ = 57-59
A = 85-89	B = 73-76	C = 63-66	D = 53-56
A - = 80-84	B - = 70-72	C - = 60-62	D - = 50-52
F = Below 50			

Grades entered by Registrar:

WDN = Withdrawn from the course

DEF = Deferred

Academic Regulations

University rules regarding registration, withdrawal, appealing marks, and most anything else you might need to know can be found on the university's website, here:

<http://calendar.carleton.ca/undergrad/regulations/academicregulationsoftheuniversity/>

Requests for Academic Accommodation

You may need special arrangements to meet your academic obligations during the term. For an accommodation request, the processes are as follows:

Pregnancy Accommodation

Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, visit the Equity Services website:

carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

Religious obligation

Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details, visit the Equity Services website:

carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf

Academic Accommodations for Students with Disabilities

If you have a documented disability requiring academic accommodations in this course, please contact the Paul Menton Centre for Students with Disabilities (PMC) at 613-520-6608 or pmc@carleton.ca for a formal evaluation or contact your PMC coordinator to send your instructor your Letter of Accommodation at the beginning of the term. You must also contact the PMC no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable). After requesting accommodation from PMC, meet with your instructor as soon as possible to ensure accommodation arrangements are made. carleton.ca/pmc

Survivors of Sexual Violence

As a community, Carleton University is committed to maintaining a positive learning, working and living environment where sexual violence will not be tolerated, and its survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For more information about the services available at the university and to obtain information about sexual violence and/or support, visit: carleton.ca/sexual-violence-support

Accommodation for Student Activities

Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom experience. Reasonable accommodation must be provided to students who compete or perform at the national or international level. Please contact your instructor with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist.

<https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf>

For more information on academic accommodation, please contact the departmental administrator or visit: students.carleton.ca/course-outline

Academic Integrity

Violations of academic integrity are a serious academic offence. Violations of academic integrity – presenting another's ideas, arguments, words or images as your own, using unauthorized material, misrepresentation, fabricating or misrepresenting research data, unauthorized co-operation or collaboration or completing work for another student – weaken the quality of the degree and will not be tolerated.

Process: If an alleged violation occurs, all relevant documentation will be forwarded to the Dean. If the allegation proves true, the penalties may include; a grade of Failure on the submitted work and/or course; academic probation; a refusal of permission to continue or to register in a specific degree program; suspension from full-time studies; suspension from all studies at Carleton; expulsion from Carleton, amongst others.

For a first offence, at a minimum, the penalty assigned will normally be a zero on the submitted work and at least a minimum full grade reduction of the final course grade. For a second offence, at a minimum, the penalty assigned will normally lead to a suspension from studies.

Students are expected to familiarize themselves with and follow the Carleton University Student Academic Integrity Policy which is available, along with resources for compliance at: <https://carleton.ca/registrar/academic-integrity/>.

Sprott Student Services

The Sprott Undergraduate Student Services Office offers program advising and overall student success support. Our team is available to discuss your academic goals and your program progression plans. We can also work with you to develop strategies for success, including study skills for Business. If you experience any difficulty this term or if you would like to access support, please contact our team at bcom@sprott.carleton.ca or at bib@sprott.carleton.ca.

Centre for Student Academic Support

The Centre for Student Academic Support (CSAS) is a centralized collection of learning support services designed to help students achieve their goals and improve their learning both inside and outside the classroom. CSAS offers academic assistance with course content, academic writing and skills development. Visit CSAS on the 4th floor of MacOdrum Library or online at: carleton.ca/csas.

Important Information:

- Students must always retain a copy of all work that is submitted.
 - All final grades are subject to the Dean's approval.
 - For us to respond to your emails, we need to see your full name, CU ID, and the email must be written from your valid CARLETON address. Therefore, in order to respond to your inquiries, please send all email from your Carleton CMail account. If you do not have or have yet to activate this account, you may wish to do so by visiting <https://carleton.ca/its/get-started/new-students-2/>
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