



Carleton
UNIVERSITY

SPROTT
SCHOOL OF BUSINESS

**CARLETON UNIVERSITY
SPROTT SCHOOL OF BUSINESS
BUSI 2506A
FALL 2020
FINANCIAL STATEMENT ANALYSIS**

Instructor: Rebecca Drummond, CPA, CFE

Office: Online

Office Hours: Monday's 6-8 PM and by appointment

Email: becky.drummond@carleton.ca

Modality: Online

- **Lecture material will be released on a weekly basis and will be available for students outside of course hours**
- **Live sessions will be available Tues/Thurs 11:35-12:55 and will be focused on covering textbook problems and any students' questions. This will be recorded and available online for student's references**
- **All slides and materials will be available online on CuLearn**

Pre-requisites & precluded Courses:

BUSI 2504 with a grade of C or higher. Precludes additional credit for BUSI 2002.

Calendar Description:

Analysis and interpretation of an entity's financial statements and annual report from a user perspective. Ratio analysis is used to analyze firm performance and make forecasts of future performance. Precludes additional credit for [BUSI 2002](#).

Course Description:

This course covers standards and methods used by financial and investment analysts and portfolio managers to evaluate financial statements in today's international and volatile markets. It is filled with information and strategies needed to examine the past and current performance and financial position of a company to form expectations about its future performance and financial position. It explores how to evaluate financial statement notes and supplementary information to better understand the risk and potential returns from investing in the company.

Learning Outcomes:

Students will be expected to demonstrate the following learning outcomes:

- Define the elements of financial statements and explain the basic principles supporting the recognition of these elements on the financial statements
- Understand the interrelationship between financial statement items
- Analyze and interpret the performance and financial stability of an organization using financial statement analysis tools and techniques

- Identify manipulation techniques that could be used to manage earnings
- Evaluate the usefulness and limitations of financial statement information
- Predict future performance based on sound reasoning and realistic assumptions

Reading(s)/Textbook(s)/Required Materials:

- Robinson, Henry & Broihahn, International Financial Statement Analysis, Fourth Edition, Wiley, 2020
- The CPA Canada Handbook – available at: <http://edu.knotia.ca.proxy.library.carleton.ca/>
- Audio/video capable

Grading:

Quizzes	10%
Group project	20%
Group presentation	5%
Midterm examination	25%
Final examination	40%
Total	<u>100%</u>

Quizzes: There will be 2 quizzes in the term that are multiple choice questions through CuLearn. Each quiz will be worth 5% each. Detailed instructions will be posted to the course website.

Group project: Each group will complete an in-depth analysis of the financial statements of a public company. Based on their assessment of the expected future performance of the firm, the group will make a recommendation to lend or not lend money to this firm. Each group will prepare a presentation to be submitted at the same time as the written portion of the project. The project is **due by 11:59 PM on December 3** and will be submitted via an online submission on CuLearn. The term paper must be between 2,000 and 2,500 words.

Midterm examination: There will be a midterm examination on **Friday, November 6th from 4 to 6 PM EST**. The exam will be conducted online via CuLearn. Student's with conflicts and/or international time zone concerns should make alternate arrangements with the instructor 10 calendar days prior to the exam. Students will then have 10 calendar days to review their results and report any discrepancies to the professor. Any discrepancies reported beyond that time may be reviewed but will not result in any change in grade.

Final examination: The final exam will be comprehensive in nature and will cover the whole course. It will be scheduled during the formal exam period and will be conducted online.

Midterm and final examinations: The midterm and final exams will test both the technical and conceptual aspects of the course. Only non-programmable calculators (without alpha storage capabilities) will be permitted. Translation dictionaries are allowed as long as they are in print format and do not contain any handwritten notes. Electronic translation dictionaries are not allowed. All assigned readings, in-class handouts and material from lectures are examinable.

A reference sheet may be used in the exams. It should be written on a 8.5" x 11" paper and can contain any references the student finds useful for writing their exams.

Missed assignments and/or midterm examination: If you must miss any of the assignments and/or the midterm exam due to a verifiable illness (or, in rare cases, some other circumstances beyond your control), the weight for that assignment/exam will be transferred to the final

examination. If the assignment/exam is missed without a legitimate reason, a grade of zero will be given. A medical certificate or other verifiable documentation must be submitted to the instructor no later than five (5) calendar days after the date of the assignment/exam.

Course Website:

The instructor will make extensive use of the course Website to post course materials, grades and other announcements. The course Website is considered an integral part of the course. Any announcements made in the course Website will be considered to have been made in class. Students are encouraged to visit the course Website at least twice a week throughout the term. The URL for the course Website is www.carleton.ca/culearn. You need to use your MyCarleton userid and password to access this Website.

Satisfactory In-Term Performance:

1. The criterion/criteria and the standard(s) for Satisfactory In-term Performance are as follow(s):
 - A minimum of 60% of the term work must be completed
 - A minimum average grade of 45% on the term work must be obtained
2. Unsatisfactory In-term Performance in this course will lead to:
 - Failure in this course

Examination Policy:

University policy with respect to examinations will be strictly adhered to. Supplemental and grade rising examinations are not available. Notwithstanding the marking scheme, **if the mark on the final exam is less than 45%, the final grade for the course will be an F.**

Pedagogy:

This course will use a combination of lectures and problem solving. The lectures will highlight the main points contained in the assigned readings and problem solving will help illustrate the application of learned techniques to various financial reporting issues.

How to do well in this course

- Read the assigned material prior to each class and attempt to gain a basic understanding of the material
- Attend the class sessions online and try to get a better understanding of the material by asking questions and working through the in-class questions along with the instructor
- After each class (and before the next class), review the material taken up in class and try to answer other MCQs to ensure you understand the material
- If there are points that you did not understand, see the TA or instructor or ask for clarification in the next class

Collaboration with Others:

Individuals/groups may collaborate with other individuals/groups to identify the issues and alternatives involved with a particular problem/case/project. However, the analysis, recommendations and final report/submission should be completed by each individual for individual work and by each group for group projects without discussing the analysis, recommendations and final report with other individuals/groups.

Emails & Correspondence:

Questions regarding the course content and/or course assignments/deliverables should be posted on CuLearn question board so that the entire class may benefit from the answers provided. All other questions if personal or specific in nature should be emailed to the course instructor. Emails from students on matters pertaining to this course should be sent

from his/her Carleton email account. The instructor will normally respond to emails within 48 business hours.

Detailed Course Schedule:

Date	Topic	Readings	Deliverables
Week of September 7, 2020	Introduction & Review of Financial Statements	Required: Chapter 3	
		Required: Chapter 4	
Week of September 14, 2020	Financial Analysis Techniques	Required: Chapter 6	Group Project: Students to create groups of 3-5 students.
Week of September 21, 2020	Inventories	Required: Chapter 7	
Week of September 28, 2020	Long-Lived Assets	Required: Chapter 8	Group Project Selections: Company selection and team members due to instructor for approval before September 30 th @ 11:59 EST
Week of October 5, 2020	Non-Current (Long-Term) Liabilities	Required: Chapter 10	
Week of October 12, 2020	Quiz 1	Chapters 3,4,6,7,8,10	Quiz 1 Any 30 consecutive minutes between Monday October 12 th , 2020 12:01 AM EST to Sunday October 18 th , 2020 11:59 PM EST
	Financial Statement Analysis: Applications	Required: Chapter 12	
Week of October 19, 2020	Financial Reporting Quality	Required: Chapter 11	
Week of October 26, 2020	Reading week, no class		
Week of November 2, 2020	Midterm Exam	Chapters 3,4,6,7,8,10,11,12	Mid-Term Exam: <i>November 6, 2020 4-6 PM EST</i>
	Intercorporate Investments	Required: Chapter 13	
Week of November 9, 2020	Income Taxes	Required: Chapter 9	
Week of November 16, 2020	Integration of Financial Statement Analysis Techniques	Required: Chapter 18	
Week of November	Quiz 2	Chapters 9,11,12,13,18	Quiz 2 Any 30 consecutive minutes

Date	Topic	Readings	Deliverables
23, 2020	Employee Compensation: Post-Employment & Share-Based	Required: Chapter 14	between November 23 rd , 2020 12:00 AM EST to Sunday November 29 th , 2020 11:59 PM EST
Week of November 30, 2020	Multinational Operations	Required: Chapter 16	Group Project & Presentation: Due December 3 rd , 11:59 PM EST
Week of December 7, 2020	Evaluating Quality of Financial Reports	Required: Chapter 17	
	Review		
December 12 – 23 2020	Final Exam	To be scheduled by University.	The final exam is cumulative on all materials covered in the course.

While every attempt will be made to keep to the schedule listed above, unforeseen circumstances may necessitate modifications throughout the semester.

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 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

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. 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. 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 student services office, located in 710 Dunton Tower, offers academic advising, study skills advising, and overall academic success support. If you are having a difficult time with this course or others, or just need some guidance on how to successfully complete your Sprott degree, please drop in* any weekday between 8:30am and 4:30pm. Our advisors are happy to discuss grades, course selection, tutoring, concentrations, and will ensure that you get connected with the resources you need to succeed! <http://sprott.carleton.ca/students/undergraduate/learning-support/>

* Note that the office is physically closed. However, e-drop in is available between 8:30-4:30 until social distancing requirements are updated by the Province.

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 hard 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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