



## Master of Business Administration

### Financial Management FINA 5501 A & D

#### 2018-F2 COURSE OUTLINE

---

---

**Instructor: Professor Isaac Otchere**  
**Email:** [isaac.otchere@carleton.ca](mailto:isaac.otchere@carleton.ca)

**Office DT 1712; (613) 520-2600 Ext. 2731**

---

---

**Course Schedule & Location**

**Session A: Tuesday 11.35am– 2.25pm: DT 328**

**Session D: Tuesday 6.05 pm – 8.55pm: DT 328**

**Office Hours:**

**Tuesday: 4:00–5:30pm or by appointment**

---

---

Teaching Assistant:

Saquib Shahriar

Email:

[Saquib.shahriar@carleton.ca](mailto:Saquib.shahriar@carleton.ca)

**TUTORIALS (NB: There will be no tutorials in the first week).**

Tutorial 1: Wednesday. 11.35 am-1.25 pm (Southam Hall 417)

Dates: week of Nov. 14, 21, 28, Dec. 5, 12.

Tutorial 2: Friday 6.05 pm -7.55 pm (Canal Building 3400)

Dates: week of Nov. 16, 23, 30 Dec. 7, 14.

### PREREQUISITES

ACCT5001 and BUSI5801

### Course Description – Graduate Calendar

Overview of finance from the perspective of the financial manager. Corporate governance issues, financial markets, time value of money, valuation and yields of financial securities, capital budgeting, financial statement analysis, and the trade-off between risk and return.

Precludes additional credit for BUSI 5504.

Prerequisite(s): [ACCT 5001](#) and [BUSI 5801](#).

### COURSE DESCRIPTION

In this increasingly complex business environment, senior executives in business and public sector organizations require knowledge of financial management. The course offers a broad *overview of finance* from the perspective of the financial manager. Starting with the premise that the goal of management is to increase the value of the firm, we will discuss the key decisions – investment and

financing - that contribute to shareholder value. The *investment* side will include analysis of the capital budgeting decision. The financing aspect will focus on equities, bonds, and raising capital in general. Specifically, this course will cover: (i) financial markets, (ii) financial concepts such as time value of money, valuation and yields of financial securities, financial statement analysis, sources of long term financing to a firm, and an overview of the risk-return tradeoffs, and (iii) some basic decision making frameworks, including capital budgeting. This course is an introductory Finance course and provides the necessary foundation for further studies in Finance.

### **COURSE OBJECTIVES**

This course provides the participant with financial management skills and working knowledge that are essential to the effective management of corporations. The objective is to introduce participants to the fundamental concepts, processes, techniques and practices of financial management. The course explores how value can be created through investment and financing decisions, and the management of risks associated with such decisions. The aim is to: (1) provide a description of corporate financial management and the role of the financial manager; (2) to discuss the role of financial markets and institutions that facilitate the process of financial management; (3) to explore the concept of the time value of money to value stocks and bonds; (4) to explore the process of making capital investment, and (5) to introduce the concepts of risk and return.

### **LEARNING OUTCOMES**

This course is designed to enable participants to acquire a broad familiarity with the field of financial management. On successful completion of this course, the participant will have mastered the fundamental financial concepts and techniques, and acquired the ability to apply the techniques to financial problem solving and decision-making in a professional role as a manager or financial analyst. Specifically, on successful completion of this course, you would be able to:

- Explain the goal of Financial Management and the conflicts of interest between managers and owners.
- Compute the future value and present value, and apply the concept of Time value of money to real world financial situations.
- Determine the value of different securities, such as bonds and stocks.
- Develop proficiency in the areas of asset valuation and project evaluation.
- Recognize how stock prices depend on future cash flows and be able to compute stock prices using the dividend growth model.
- Compare and contrast the different criteria used to make investment decisions (Payback rule, accounting rates of return, internal rate of return, net present value rule, etc.).
- Determine the relevant cash flows for a proposed investment and apply NPV criterion using projected cash flows.
- Evaluate the merits of alternative techniques used to evaluate long-term projects.
- Understand how financial markets work and know the historical rate of returns and risks on various types of investments.
- Calculate the expected return and standard deviation (risk) of investment returns and understand the risk-return tradeoff.

**PEDAGOGY AND MEASUREMENT OF LEARNING OUTCOMES** The pedagogy to be employed in this course includes:

- Lectures
- Discussions
- Group Work
- Individual Exercises
- Case Studies

Learning outcomes will be measured through:

- Student's participation and contribution in class
- Class assignments
- Case Studies/Group Work
- Examinations

To facilitate the financial analysis that we will be doing in this course, a financial calculator may be needed; Texas Instruments BAII plus is recommended.

**REQUIRED TEXT TEXTBOOK:**

Brealey, Myers, Marcus, Maynes, Mitra and Lim, Fundamentals of Corporate Finance, 6<sup>th</sup> Canadian Edition, McGraw Hill Ryerson, 2016.

**ADDITIONAL RESOURCES FROM THE BUSINESS PRESS**

The following Web sites may be useful: [CNN Finance](#), [The Financial Times](#), [The Economist](#), the Globe and Mail, the National (Financial) Post.

**TUTORIALS**

Weekly tutorials will be offered in this course. The tutorials are designed to offer additional reinforcement on the topics covered. Typically, questions will be uploaded to CuLearn for students to attempt, and should they require clarification, the tutorial will offer that. If a student is fully confident and comfortable with the material, there may not be any value added with the tutorial.

**However, those students who are taking finance courses for the first time are strongly advised to attend the tutorials.**

**GRADING**

The following scoring/weighting scheme will be applied to assess performance of course participants

	<u>Marks</u>	<u>Due date:</u>
• 1 take home assignment (individual)	15%	handed out 13 <sup>th</sup> /11: due 20 <sup>th</sup> /11
• 1 mini-case analysis (Group work)	15%	handed out 20 <sup>st</sup> /11: due 27 <sup>th</sup> /11
• Quiz	20%	Nov 27
• Final Examination	50%	Dec 18

### **On Case Analysis**

The learning in the class will focus more on the thought process in analyzing business situations, not just on the solutions per se. In order to derive maximum benefits from the cases, it is essential that you mentally 'get inside' the case situation. Do not approach a case as you would a chapter in a book or an article in a magazine. You are not an observer, but a participant. If a case centers on a decision that needs to be made, put yourself in the shoes of the manager/decision maker. Feel the frustration he or she feels with respect to data limitations. Feel the pressures he or she feels with respect to difficult tradeoffs, limited resources, political conflicts, or whatever. Once in class, share your ideas with others.

In preparing the cases, the following simple rules may be useful:

- (1) Adopt a management posture in analyzing cases. Use the assignment questions as a guide only. Your answer should highlight what you, as a manager, see as the strengths or weaknesses in a given situation.
- (2) Familiarize yourself with the facts of the case. Outline the industry and competitive context and the core strategic tasks that the firm should excel at.
- (3) Support your analysis with facts from the case. Most cases will not contain all data you might like to have. Nevertheless, you'll be surprised at how easily you can make accurate inferences and useful assumptions if you simply give the current management the benefit of the doubt.

### **TAKEHOME ASSIGNMENT**

The assignment is an individual homework consisting of a set of problems. It will test your understanding of material covered in class and will prepare you for the final exam.

### **QUIZ**

To encourage you to keep up with the material that will be covered in the course, I will administer one quiz that will test your understanding of the concepts. The quiz will be about 30 minutes in duration. At the end of the lecture preceding the week of the quizzes, you will be informed of the topics that will be tested in the quiz. Note that there will be no make-up quizzes.

### **FINAL EXAM**

The final examination will test your understanding of the concepts that will be covered in both the lecture and case components of the course. It will be held during the final examination period in December (time and location to be determined). Its format will be explained during the last week of class. Given the nature of this examination, the only valid excuse for missing the exam is one of a medical nature and must be documented by a medical certificate. If the exam is missed for medical reasons, students will have to apply for a deferred examination. Deferred examinations are normally written in February. **Practice questions that will be posted on CULearn will help you prepare for the exams.**

## **DROP COURSE POLICY**

The deadline for academic withdrawal is the last day of classes (each term).

## **DEFERRED FINAL EXAMINATION**

Students unable to write a final examination because of illness or other circumstances beyond their control must contact the instructor in writing to request a deferred exam. Permission may be granted when the absence is supported by a medical certificate and or appropriate document/s to support the reason for the deferral. Deferred exams will not be granted for students who make travel arrangements that conflict with the examination schedule.

## **CULearn**

We will be using CULearn frequently in this course. You should use your student ID and password to access CULearn. If you want to ask me a question electronically, you will have to send the email through MyCarleton (Connect).

## **TENTATIVE CLASS SCHEDULE\***

<b>Lecture</b>	<b>Topic</b>	<b>Readings</b>
1	Overview of Corporate Financial Management & Financial Markets	BMMMML: Chps. 1 & 2
2	Time value of money & Discounted cash flow valuation	BMMMML: Chps. 5
3	Discounted cash flow valuation & Bond valuation	BMMMML: Chps. 6
4	Stock Valuation & Capital Market Efficiency	BMMMML: Chp. 7
5	Capital Budgeting Analysis	BMMMML: Chp: 8
6	Introduction to Risk and Return & Wrap up*	BMMMML: Chp 11

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

## **What is expected of you:**

- Attend all lectures. The topics that will be covered in this course are cumulative; therefore, missing even one lecture could adversely affect your understanding of subsequent material. We will take attendance at each lecture.
- Read the relevant chapters of the textbook before attending lectures.
- Attempt all the practice questions that will be posted on CULearn.

- Submit all assignments on the due dates. The case analysis must be typed and a hard copy submitted in class. Late assignments will **NOT** be graded.
- Read the business section of at least one major newspaper to keep up with the latest developments in the Finance community, e.g., The Globe and Mail, Report on Business and/or The National Post (Daily), The *Wall Street Journal* and the London *Financial Times*.
- Active class participation. Read the assigned case to familiarize yourself with the issues contained in the material and be prepared to participate in the discussion of the material.
- Write all quizzes and exams. Note that there will be no make-up tests, assignments or exam.

Best wishes,  
Dr. Otchere

## IMPORTANT ADDITIONAL INFORMATION

### Course Sharing Websites

Student or professor 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).

### Policy on Mobile Devices

The use of mobile devices IS NOT PERMITTED in this class. It is disruptive to the instructor and class members. If you carry such a device to class, please make sure it is turned off. If an emergency situation requires you to keep it turned on, please discuss this with your instructor prior to class.

### 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, followership and other group skills. Group assignments are also good for learning integrative skills for putting together a complex task. Your instructor 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.*

### 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](http://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](http://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](mailto: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](http://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](http://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](http://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/>.

### **Important dates and deadlines**

<https://sprott.carleton.ca/students/mba/dates-deadlines-policies/>