

COURSE OUTLINE		
<b>TERM:</b> Fall 2023	<b>COURSE NO:</b> BFIN 241	
<b>INSTRUCTOR:</b>	<b>COURSE TITLE:</b> Finance for Managers	
<b>OFFICE:</b> <b>LOCAL:</b> <b>E-MAIL:</b> @capilanou.ca	<b>SECTION NO(S):</b>	<b>CREDITS:</b> 3.0
<b>OFFICE HOURS:</b>		
<b>COURSE WEBSITE:</b>		

Capilano University acknowledges with respect the Liłwat7úl (Lil'wat), x<sup>w</sup>məθk<sup>w</sup>əyəm (Musqueam), shíshálh (Sechelt), Sḵwḵwú7mesh (Squamish), and Səlílwətaʔ/Selilwitulh (Tseil-Waututh) people on whose territories our campuses are located.

#### **COURSE FORMAT**

Three hours of class time, plus an additional hour delivered through on-line or other activities for a 15-week semester, which includes two weeks for final exams. May be delivered as mixed mode or online.

Students should expect to log in at least 3-4 times per week and to spend 8-10 hours per week in live sessions and on course readings, practice tests, weekly learning activities, teamwork and assignments.

#### **COURSE PREREQUISITES**

15 credits of 100-level or higher coursework including BFIN 141 or BFIN 193, and BADM 102

#### **CALENDAR DESCRIPTION**

In this practical financial management course, students study financial management techniques, develop project management skills, and apply this knowledge to business decisions. Topics in this course include: evaluating business performance, valuation of financial assets, obtaining financing, managing working capital and capital budgeting. Contemporary financial issues are discussed throughout this course. (CPA transferable with BFIN 350).

#### **COURSE NOTE**

This is an approved Quantitative/Analytical course for baccalaureate degrees.

#### **REQUIRED TEXTS AND/OR RESOURCES**

Block, S., Hirt, G., Danielsen, B., and Short, J. (2021). *Foundations of Financial Management*; 12<sup>th</sup> Canadian Edition, McGraw-Hill Ryerson. (Or, similar).

Connect: Students **can choose to** have the publisher's student management system, Connect, for online practice problems and other resource materials.

## COURSE STUDENT LEARNING OUTCOMES

**On successful completion of this course, students will be able to do the following:**

1. Evaluate through calculations and analysis, a firm's performance and make recommendations on how to improve its performance in order to make financial decisions.
2. Forecast a firm's performance and financial requirements.
3. Select and improve the best type of long-term financing and improve the management of existing financing.
4. Improve the management of a firm's current and long-term assets.
5. Integrate social and global perspectives into business analysis and decision-making.
6. Work within a group to assess and report on the financial performance of a company from the perspectives of owners, lenders and managers.
7. Use appropriate business communications formats and tools, such as Project Management technology, memos and short reports, to present research, analysis and findings.
8. Research and interpret financial models and topics.

## COURSE CONTENT

Topic	# of Weeks
<ul style="list-style-type: none"> <li>• What is Financial Management</li> <li>• Financial Statements</li> </ul>	2 weeks
<ul style="list-style-type: none"> <li>• Project Management</li> </ul>	1 week
<ul style="list-style-type: none"> <li>• Calculating and analysing ratios</li> <li>• Interpreting financial calculations</li> <li>• Financial forecasting</li> </ul>	2 weeks
<ul style="list-style-type: none"> <li>• Debt obligations</li> <li>• Managing working capital</li> <li>• Asset Management</li> <li>• Obtaining financing</li> </ul>	4 weeks
<ul style="list-style-type: none"> <li>• Rates of Return</li> <li>• Opportunity Cost</li> <li>• Cost of Capital</li> <li>• Capital Budgeting</li> </ul>	2 weeks
<ul style="list-style-type: none"> <li>• Midterms</li> </ul>	2 weeks
<ul style="list-style-type: none"> <li>• Final Exam Period</li> </ul>	2 weeks (Week 14-15)

**EVALUATION PROFILE**

Assessment	% of Final Grade
Homework/Assignments/Cases/Quizzes	10%
Group Project	20%
Midterm #1	20%
Midterm #2	20%
Final Exam (Comprehensive)	30%
<b>Total</b>	<b>100%</b>

**GRADING PROFILE**

A+ = 90-100	B+ = 77-79	C+ = 67-69	D = 50-59
A = 85-89	B = 73-76	C = 63-66	F = 0-49
A- = 80-84	B- = 70-72	C- = 60-62	

**Incomplete Grades**

Grades of Incomplete “I” are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the student, who is responsible to determine from the instructor the outstanding requirements of the course.

**Late Assignments**

Assignments are due on the due date listed. If you anticipate handing in an assignment late, please consult with your instructor beforehand.

**Missed Exams/Quizzes/Labs etc.**

Make-up exams, quizzes and/or tests are given at the discretion of the instructor. They are generally given only in medical emergencies or severe personal crises. Some missed labs or other activities may not be able to be accommodated. Please consult with your instructor.

\*\*\* Accommodations can be made to honour community needs and traditional practices.

**Attendance**

Students are expected to attend all classes and associated activities.

**English Usage**

Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

**Electronic Devices**

Students may use electronic devices during class for note taking only.

**On-line Communication**

Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or eLearn; please check both regularly. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only.

**UNIVERSITY OPERATIONAL DETAILS****Tools for Success**

Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: <https://www.capilanou.ca/student-services/>

**Capilano University Security: download the [CapU Mobile Safety App](#)**

**Policy Statement (S2009-06)**

Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

**Academic Integrity (S2017-05)**

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information:

<https://www.capilanou.ca/about-capu/governance/policies/>

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

**Academic dishonesty** is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

**Cheating:** Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:

- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

**Fraud:** Creation or use of falsified documents.

**Misuse or misrepresentation of sources:** Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

**Plagiarism:** Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

**Self-Plagiarism:** Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

**Prohibited Conduct:** The following are examples of other conduct specifically prohibited:

- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

### **Sexual Violence and Misconduct**

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence and Misconduct Policy and B.401.1 Sexual Violence and Misconduct Procedure (found on Policy page <https://www.capilanou.ca/about-capu/governance/policies/>)

**Emergencies:** Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.