

COURSE SYLLABUS



COURSE TITLE: Fundamentals of Finance

CLASS SECTION: D03

TERM: Summer 2024

COURSE CREDITS: 3

DELIVERY METHOD(S): Asynchronous

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

Learn more about Camosun's [Territorial Acknowledgement](#).

INSTRUCTOR DETAILS

NAME: Francis Michaud

EMAIL: michaudf@camosun.ca

OFFICE: CBA 231F (or online on Zoom)

HOURS: By request, I should be available from Monday to Thursday in the afternoon.

As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.

CALENDAR DESCRIPTION

This course will provide the student with an introductory exposure to financial mathematics and financial concepts. Topics include: determination of interest rates, the time value of money, annuities, financing alternatives and capital budgeting. The course is a foundation course in any subsequent study of business finance.

The calendar description is available on the web at: <http://camosun.ca/learn/calendar/current/web/fin.html> *
Please note: This outline will not be kept indefinitely. It is recommended that students keep this outline for their records, especially to assist in transfer credit

PREREQUISITE(S): One of: C in English 12 C in English Studies 12 C in English 12 First Peoples C in Literary Studies 12 C in ENGL 090 C in ENGL 091 and ENGL 093 C in ENGL 092 and ENGL 094 C in ENGL 092 and ENGL 095 C in ENGL 092 and ENGL 096 C in ENGL 103 and ENGL 104 C in ENGL 142 C in ELD 092 and ELD 094 C in ELD 097 C in ELD 103 and ELD 104 - Must be completed prior to taking this course.

One of: C in Foundations of Math 11 C in Pre-calculus 11 C in MATH 077 C in MATH 137 C+ in MATH 072 C+ in MATH 075 C+ in MATH 135 - Must be completed prior to taking this course.

COURSE LEARNING OUTCOMES / OBJECTIVES

Upon successful completion of this course, students will be able to:

- Calculate the time-value of money and use this information to solve for unknown payments, final payments, and equivalent payment streams.
- Use both simple and compound interest to calculate interest rate, maturity value, present value, and time to maturity for items such as credit cards, student loans, treasury bills, commercial paper and promissory notes.
- Convert between different nominal interest rates to compare investments.
- Distinguish among several types of annuities and choose the appropriate formula to solve business-related word problems, such as, retirement planning, mortgage calculations, amortization, personal credit repayments and refinancing.
- Describe bonds and calculate bond purchase prices, bond market quotes and yield to maturity to make sound investment decisions.
- Choose between sinking funds or amortization to calculate loan repayment schedules.
- Use net present value and internal rate of return to determine the most profitable course of action among alternatives.
- Identify and select appropriate financing sources for starting and expanding businesses
- Explain Cash Flows as it relates to financing needs

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

Text: Jerome, Ernest F. & Worswick, Tracy (2020) *Business Mathematics in Canada*, 11th edition (McGraw Hill)

Online coursework will be completed using D2L.

Other: Texas Instruments BAII+ financial calculator. This calculator is the only calculator allowed during exams.

Exams in this course will be online, invigilated live at a scheduled time via zoom using a microphone and webcam. You will require a reliable computer along with a strong Internet connection, the ability to install examination lockdown software, and a private space to write your exams. You may also require a secondary device with webcam and microphone (i.e., a smartphone or tablet) that has the ability to run Zoom. Please see Camosun's Online Learning requirements at <http://camosun.ca/services/orientation/online-learning.html>. Please contact the library early in the semester if you need a loaner laptop or a wireless Internet hotspot.

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

WEEK	TOPIC	EVALUATIONS
Week 1	Simple Interest	Homework 1 (Sunday 11:30PM) Quiz 1 (Sunday 11:30PM)
Week 2	Applications of Simple Interest	Homework 2 (Sunday 11:30PM) Quiz 2 (Sunday 11:30PM)
Week 3	Compound Interest: Future Value and Present Value	Homework 3 (Sunday 11:30PM) Quiz 3 (Sunday 11:30PM) Check-in 1
Week 4	Compound Interest: Further Topics and Applications	Homework 4 (Sunday 11:30PM) Quiz 4 (Sunday 11:30PM)
Week 5	Compound Interest: Further Topics and Applications	Midterm 1 (Friday) Check-in 2
Week 6	Ordinary Annuities: Future Value and Present Value	Homework 5 (Sunday 11:30PM)
Week 7	Ordinary Annuities: Periodic Payment, Number of Payments and Interest Rate	Homework 6 (Sunday 11:30PM) Quiz 5 (Sunday 11:30PM) Check-in 3
Week 8	Annuities Due	Homework 7 (Sunday 11:30PM) Quiz 6 (Sunday 11:30PM)
Week 9	Annuities: Special Situations	Homework 8 (Sunday 11:30PM) Quiz 7 (Sunday 11:30PM)
Week 10	Annuities: Special Situations	Midterm 2 (Friday)
Week 11	Loan Amortization: Mortgages	Homework 9 (Sunday 11:30PM) Quiz 8 (Sunday 11:30PM) Check-in 4
Week 12	Bonds and Sinking Funds	Homework 10 (Sunday 11:30PM) Quiz 9 (Sunday 11:30PM)
Week 13	Business Investment Decisions	Homework 11 (Sunday 11:30PM) Quiz 10 (Sunday 11:30PM)
Week 14	Business Investment Decisions	Check-in 5
<p>A final exam for this course will be scheduled sometime during August 12-23rd . Do not schedule holiday/vacation trips during this time as Exam dates are not at the discretion of the instructor and may occur at any date and time within the exam period set out by the College.</p>		

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

EVALUATION OF LEARNING

DESCRIPTION	WEIGHTING
Zoom check-in	5%
Homework	10%
Quizzes	10%
Midterm 1	22.5%
Midterm 2	22.5%
Final Examination	30%
TOTAL	100%
If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the Grade Review and Appeals policy for more information. http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf	

Zoom Check-In: You will be asked to connect with me over zoom for a small 5-minute discussion of your current progress in the class and any issues you may have with the material or the format of the course. You will have about 5 meetings during the semester.

Homework: You will have to complete these formative assessments each week. The assessments will be a random assortment of questions similar to what you may be asked in the exam. The questions will have randomly generated numbers (for the most part), there will be both a written solution and video solution to the homework. The homework is meant to be formative. If you attempt the homework and provide an answer for each question, you will be awarded full points for the homework. You will get an unlimited number of attempts on the homework.

Quizzes: The quizzes will be practice for the exam. They are a low stake mean for you to measure your progress in the class up to this point. They will include some examples questions from previous examinations.

Midterms and Final: You will have 2 midterm examination and a final examination. The midterms are not cumulative. The Final is cumulative. There will be strict requirements that will be communicated clearly in the first week with regards to how the exam will be taken. These will be online with the use of integrity advocate. The exams are exactly 2 hours long.

Chat GPT and other AI tools. During this course, you are going to be required to complete a number of written assignments. Can you use AI to complete this!? Maybe! If you choose to use AI for one of your written assignments, you must DISCLOSE that you have used it and indicate which portion of the text was prepared by AI versus prepared by you. Within your report, you must include a discussion on WHY you used chat GPT, how it helped you, and what areas it left out. Did you make any edits to what it gave you? **If I find that chat GPT has been used and not disclosed, even when permitted, academic integrity penalties will be applied. AI is not appropriate in response to debrief questions or reflections on self-learning, and cannot be used in exams.**

Mandatory Attendance for First Class Meeting of Each Course

This section of FIN 110 requires mandatory attendance for the first class meeting of the course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the "Attendance" section under "Registration Policies for Students" [Registration Policies for Students | Camosun College](#)

SCHOOL OR DEPARTMENTAL INFORMATION

Assignment formatting. The School of Business uses **APA style** for formatting assignments and citing references. Proper citations and formatting using APA style will be required. See Camosun College (2018) Library Citation Guides retrieved from: <http://camosun.ca.libguides.com/apa7>

- Where required by your instructor, submit all assignments into the D2L assignments by your last name.
- In text citations for quotes, paraphrasing, and references must be consistent with APA standards.
- Grammar, spelling, style and APA formatting, citations and referencing will be assessed in your mark.
- All submitted work must be properly referenced to sources where required by your instructor.
- Unless otherwise specified, you are to submit your own work, any work collaborated (unless permitted by the course) will be considered in violation of the college's Student Conduct Policy. See Camosun College (2003) Student Conduct Policy from: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf>.

Deadlines and exams. You must submit your assignments on the due date or as announced. A grade of zero will be assigned to late submissions. There are no additional assignments or make-up exams of any kind if you performed poorly on an assignment, midterm or final exam.

- a) **EXAM DATES WILL NOT BE RESCHEDULED.** Non-attendance on scheduled exam dates results in a zero grade. Exceptions will be made only for medical reasons or extenuating circumstances that must be submitted and then accepted by the instructor. Please advise your instructor promptly.
- b) Students registered through the [Centre for Accessible Learning \(CAL\)](#) should discuss timelines with their instructors at the beginning of each semester.
- c) Medical notes must be dated, signed, and be written on letterhead or prescription paper imprinted with the physician's name and address. Notes are accepted from Physician (GP or medical specialist), Nurse Practitioner, Psychiatrist, Psychologist, Counsellor and Aboriginal Elder. Electronic notes will not be accepted. Medical documentation must be received as soon as reasonably possible.
- d) be accepted. Medical documentation must be received as soon as reasonably possible.

Accounting and Finance Students

Want to know more about events happening in the Accounting and Finance department, including recruiting and networking events? Check out <http://camosun.ca/cpa2b> for current events.

STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit camosun.ca/services.

Support Service	Website
Academic Advising	camosun.ca/services/academic-supports/academic-advising
Accessible Learning	camosun.ca/services/academic-supports/accessible-learning
Counselling	camosun.ca/services/health-and-wellness/counselling-centre
Career Services	camosun.ca/services/co-operative-education-and-career-services
Financial Aid and Awards	camosun.ca/registration-records/financial-aid-awards
Help Centres (Math/English/Science)	camosun.ca/services/academic-supports/help-centres
Indigenous Student Support	camosun.ca/programs-courses/iecc/indigenous-student-services
International Student Support	camosun.ca/international
Learning Skills	camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills
Library	camosun.ca/services/library
Office of Student Support	camosun.ca/services/office-student-support
Ombudsperson	camosun.ca/services/ombudsperson
Registration	camosun.ca/registration-records/registration
Technology Support	camosun.ca/services/its
Writing Centre	camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

Academic Integrity

Students are expected to comply with all College policy regarding academic integrity; which is about honest and ethical behaviour in your education journey. The following guide is designed to help you understand your responsibilities: <https://camosun.libguides.com/academicintegrity/welcome>

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.13.pdf> for Camosun's Academic Integrity policy and details for addressing and resolving matters of academic misconduct.

Academic Accommodations for Students with Disabilities

Camosun College is committed to achieving full accessibility for persons with disabilities. Part of this commitment includes arranging appropriate academic accommodations for students with disabilities to ensure they have an equitable opportunity to participate in all of their academic activities. If you are a student with a documented disability and think you may need accommodations, you are strongly encouraged to contact the Centre for Accessible Learning (CAL) and register as early as possible. Please visit the CAL website for more information about the process of registering with CAL, including important deadlines:

<https://camosun.ca/cal>

Academic Progress

Please visit <https://camosun.ca/sites/default/files/2023-02/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

Course Withdrawals Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <https://camosun.ca/registration-records/tuition-fees#deadlines>.

Grading Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.5.pdf> for further details about grading.

Grade Review and Appeals

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal (see [policy](#)). Please visit <https://camosun.ca/services/forms#medical> to learn more about the process involved in a medical/compassionate withdrawal.

Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <https://camosun.ca/sites/default/files/2021-05/e-2.9.pdf> and camosun.ca/services/sexual-violence-support-and-education. To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-370-3841

Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <https://camosun.ca/sites/default/files/2021-05/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

Looking for other policies?

The full suite of College policies and directives can be found here: <https://camosun.ca/about/camosun-college-policies-and-directives>

Changes to this Syllabus: Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.
