

COURSE SYLLABUS



COURSE TITLE:	Fin110 – The Fundamentals of Finance
CLASS SECTION:	D04
TERM:	Winter 2024
COURSE CREDITS:	3.0
DELIVERY METHOD(S):	Online Asynchronous

Camosun College campuses are located on the traditional territories of the Ləkʷəŋən 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:	Rob Sorensen
EMAIL:	sorensen@camosun.bc.ca (please note the spelling of my last name)
OFFICE:	CBA270
HOURS:	TBA – see D2L for schedule

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.

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: Business Mathematics in Canada – Jerome & Worswick, 11th edition (required, available as an e-text through the college bookstore website)

Other: Texas Instruments BAII+ financial calculator. This calculator is the only calculator allowed on exams. D2L will be used to provide additional online materials and coursework.

Exams in this course will be online, invigilated through monitoring software using a microphone and webcam. You will require a reliable computer with a microphone and webcam along with a strong Internet connection, the ability to install examination lockdown software, and a private space to write your exams.

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.

Mandatory Attendance Requirement

This section requires that you confirm your attendance by completing the Welcome Survey no later than Wednesday January 10th (see D2L for more details). If you do not complete the survey, 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](#)

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	ACTIVITY or TOPIC	OTHER NOTES
1: Jan 8-	Course Welcome and Setup Math/Algebra Review	
2: Jan 15-	Simple Interest	Chapter 7
3: Jan 22-	Simple Interest Applications	Chapter 8
4: Jan 29-	Compound Interest	Chapter 9
5: Feb 5-	Compound Interest (cont'd)	Chapter 10, 3.3
6: Feb 12-	Midterm #1 – Saturday February 17th 9:30am (90 minutes)	
7: Feb 19-	<i>* Reading Break – No Classes *</i>	
8: Feb 26-	Ordinary Annuities	Chapter 11, 12
9: Mar 4-	Annuities Due	Chapter 13
10: Mar 11-	Deferred Annuities, Perpetuities	Chapter 14.1, 14.2
11: Mar 18-	Midterm #2 – Saturday March 23rd 9:30am (90 minutes)	
12: Mar 25-	Amortization	Chapter 15
13: Apr 1-	Bonds & Sinking Funds	Chapter 16
14: Apr 8-	Investment Decisions	Chapter 17
	Final Exam – TBA During the Exam Period	

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
Quizzes	10%
Midterm #1	25%
Midterm #2	25%
Final Exam	40%
	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](https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf) policy for more information. <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf>

Quizzes:

There will be a number of online quizzes during the term. You will complete the quizzes on your own time. For each quiz, you will be allowed up to three attempts with your highest score counting toward your grade.

Of all the quizzes, your lowest quiz score will be dropped and the remaining quizzes will count equally toward your final grade. This allows you to miss a quiz when sick and still not impact your final grade.

Please note that it is your responsibility to ensure that your computer is properly set up to work with D2L. No allowance will be made for quizzes that couldn't be completed due to computer issues.

Exams:

There are two midterm exams and a final exam for this course.

Students are allowed one 8 ½ x 11 sheet (both sides) on which to place any information they feel will help them to write the exam (except for copies of old exams). Typically, this would be formulae and examples from class. The sheet must be handwritten and you are required to submit it in with your exam. In addition, you will need your calculator (you must have the TI BAII+ as detailed above).

Cell phones, watches, music players, translators or similar devices are not permitted during exams. Students found with these devices will receive a score of zero on the exam. You may, however, use your phone after submitting your exam to scan and submit your worksheets.

Please see the section below for further information on exam requirements.

COURSE GUIDELINES & EXPECTATIONS

Students must be proficient with basic math and algebra techniques. In addition, it is expected that students are familiar with the operation of their calculators, and that they will participate in course activities and stay current with their homework.

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. 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.

Final exams: Students are expected to write tests and final exams at the scheduled time and place. In emergency circumstances, a student may write a test or final examination before or after the scheduled time if the student would otherwise be unable to complete the program or course. Exceptions due to emergency circumstances, such as unavoidable employment commitments, health problems, or unavoidable family crises, require the approval of the appropriate instructor. **Holidays or scheduled flights are not considered emergencies.** The student may be required to provide verification of the emergency circumstance. See Camosun College (2018) Final Examinations from: <http://camosun.ca/learn/calendar/current/procedures.html#academic>.

The School of Business is committed to promoting competence, professionalism and integrity in our students and developing their core skills to succeed throughout their academic programs and in their careers. The purpose of the Academic Integrity policy is to provide clear expectations of appropriate academic conduct and to establish processes for discipline in appropriate circumstances. It is your responsibility to become familiar with the content and the consequences of academic dishonesty.

- ❑ See Camosun College (2021) [Academic Integrity Policy](#): “Students’ Rights and Responsibilities”.

Acts of academic dishonesty include, but are not limited to:

- ❑ Using the exact words of a published or unpublished author without quotation marks and without referencing the source of these words.
- ❑ Duplicating a table, graph, or diagram, in whole or in part, without referencing the source.
- ❑ Paraphrasing the ideas of another person, whether written or verbal, without referencing the source.
- ❑ Providing answers to another student in any test, examination, or take-home assignment.
- ❑ Taking any unauthorized materials into an examination or test.
- ❑ Submitting the same paper or portions thereof for more than one assignment in different courses without the instructor’s permission.

If you are uncertain or have any questions regarding academic integrity, please do not hesitate to discuss these with your instructor.

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 <http://camosun.ca/students/>.

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

Support Service	Website
International Student Support	http://camosun.ca/international/
Learning Skills	camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills
Library	http://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	http://camosun.ca/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.