

**COMM 2FA3
Introduction to Finance
Fall 2023 Course Outline Sections 01, 02, and 03**

**DeGroot School of Business
McMaster University**

COURSE OBJECTIVE

The goal of this course is to provide students with an introduction to finance and develop an understanding of the key concepts used in the business world.

This course provides an overview of financial management and the financial system. The goal is to equip students with a basic understanding of how financial decisions are made. Students will learn fundamental finance concepts and tools, and how they are applied in practice. The course will lay a foundation for more advanced finance courses that students will subsequently take. Topics include the time value of money, capital budgeting, risk and return trade-off, and security valuation.

This course is being offered in class in person.

INSTRUCTOR AND CONTACT INFORMATION

Instructor

Misara Elgammal

elgammal@mcmaster.ca

Office Hours: By appointment

Type	Date / Time	Room
Lecture C01	Friday 2:30 PM – 4:20 PM	
Tutorial C01	Thursday 9:30 AM – 10:20 AM	

Type	Date / Time	Room
Lecture C02	Tuesday 2:30 PM – 4:20 PM	
Tutorial C02	Tuesday 10:30 AM – 11:20 AM	

Type	Date / Time	Room
Lecture C03	Thursday 2:30 PM – 4:20 PM	
Tutorial C03	Tuesday 4:30 PM – 5:20 PM	

Course Website: <http://avenue.mcmaster.ca>

COURSE ELEMENTS

Credit Value: 3	Leadership: Yes	IT skills: Yes	Global view: Yes
A2L: Yes	Ethics: No	Numeracy: Yes	Written skills: Yes
Participation: No	Innovation: Yes	Group work: No	Oral skills: No
Evidence Based: Yes	Experiential: No	Final Exam: Yes	Guest speaker(s): No

COURSE DESCRIPTION & LEARNING OUTCOMES

This course is intended to provide students with literacy in the problems and methods of modern business finance. During the lectures, the course will also discuss real-world applications of the financial concepts that we cover.

REQUIRED COURSE MATERIALS AND READINGS

Avenue registration for slides, readings and other course material:

<http://avenue.mcmaster.ca>.

- Ross, Westerfield, Jordan, Pandes and Holloway, Fundamentals of Corporate Finance.
McGraw-Hill Ryerson: henceforth RWJPH

EVALUATION

Components and Weights

The following weighting scheme will be used:

Quizzes	20%
Term Test (Topics 1 to 4)	25%
Term Test (Topics 7 to 10)	25%
Final Examination (Topics 1 to 12)	30%
Total	100%

The scheduled dates and times of the exams and assignments are as follows:

- Term Test 1:** TBD, Week 5, Week of October 3rd, 2023 (2 hours)
- Term Test 2:** TBD, Week 10, Week of November 13th, 2023 (2 hours)
- Final Exam:** To be Scheduled by the Registrar's Office (2 1/2 hours)

Missed tests/exams will receive a grade of zero unless the student has submitted and been approved for a Notification of Absence or MSAF.

COURSE OVERVIEW & ASSESSMENT

Activity	Delivery Method	Description	Tools
Live Lectures	In Person	Weekly 2-hours lectures will be held in person on campus	On Campus
Live Tutorials	In Person	Weekly 1-hour tutorials to be held in-person by TA - covering example questions	On Campus
Office Hours	In Person or on Zoom	By Appointment with Instructor or TA	In Person or on Zoom
Textbook Readings	Asynchronous	To be assigned weekly for the topics being review from course text in outline	Avenue / Course Outline

Grade Component	Weight	Description
Quizzes	20%	Quizzes on Content from Prior Week via Avenue to Learn, Due End of Week: Friday 11:59 PM
Term Test	25%	In-person test covering topics 1 to 4
Term Test	25%	In person test covering topics 6 to 9
Final Exam	30%	In-person cumulative exam covering the full course

TESTS & FINAL EXAM

There will be 2 term tests will be worth 25% each and a final exam worth 30% of your final grade. They will cover material from the textbook, readings, lectures, and class discussions. The term tests and final exam will be written in person and will be multiple choice questions. The final exam for the course will be cumulative.

Students are required to bring their own calculator for the exams. Standard scientific calculator will be sufficient where the use of financial calculator is optional but is recommended.

If a student files a successful MSAF for missing a term test, a re-write date will be set to make up the term test(s). No weight will be transferred to the final exam. All term tests must be written.

COMMUNICATION AND FEEDBACK

Students who wish to correspond with instructors or TAs directly via email must send messages that originate from their official McMaster University email account. This protects the confidentiality and sensitivity of information as well as confirms the identity of the student. Emails regarding course issues should NOT be sent to the Area Administrative Assistants.

GENERATIVE AI

Students may use generative AI throughout this course in whatever way enhances their learning; no special documentation or citation is required.

REQUESTING RELIEF FOR MISSED ACADEMIC WORK

In the event of an absence for medical or other reasons, students should review and follow the Academic Regulation in the Undergraduate Calendar [“Requests for Relief for Missed Academic Term Work”](#) and the link below;

<http://ug.degroot.mcmaster.ca/forms-and-resources/missed-course-work-policy/>

ACADEMIC INTEGRITY

You are expected to exhibit honesty and use ethical behaviour in all aspects of the learning process. Academic credentials you earn are rooted in principles of honesty and academic integrity. **It is your responsibility to understand what constitutes academic dishonesty.**

Academic dishonesty is to knowingly act or fail to act in a way that results or could result in unearned academic credit or advantage. This behaviour can result in serious consequences, e.g. the grade of zero on an assignment, loss of credit with a notation on the transcript (notation reads: “Grade of F assigned for academic dishonesty”), and/or suspension or expulsion from the university.

For information on the various types of academic dishonesty please refer to the [Academic Integrity Policy](#), located at <https://secretariat.mcmaster.ca/university-policies-procedures-guidelines/>

The following illustrates only three forms of academic dishonesty:

- plagiarism, e.g. the submission of work that is not one’s own or for which other credit has been obtained.
- improper collaboration in group work.
- copying or using unauthorized aids in tests and examinations.

CONDUCT EXPECTATIONS

As a McMaster student, you have the right to experience, and the responsibility to demonstrate, respectful and dignified interactions within all of our living, learning and working communities. These expectations are described in the [Code of Student Rights & Responsibilities](#) (the “Code”). All students share the responsibility of maintaining a positive environment for the academic and personal growth of all McMaster community members, **whether in person or online**.

It is essential that students be mindful of their interactions online, as the Code remains in effect in virtual learning environments. The Code applies to any interactions that adversely affect, disrupt, or interfere with reasonable participation in University activities. Student disruptions or behaviours that interfere with university functions on online platforms (e.g. use of Avenue 2 Learn, WebEx or Zoom for delivery), will be taken very seriously and will be investigated. Outcomes may include restriction or removal of the involved students’ access to these platforms.

ACADEMIC ACCOMMODATION OF STUDENTS WITH DISABILITIES

Students with disabilities who require academic accommodation must contact [Student Accessibility Services](#) (SAS) at 905-525-9140 ext. 28652 or sas@mcmaster.ca to make arrangements with a Program Coordinator. For further information, consult McMaster University’s [Academic Accommodation of Students with Disabilities](#) policy.

ACADEMIC ACCOMMODATION FOR RELIGIOUS, INDIGENOUS OR SPIRITUAL OBSERVANCES (RISO)

Students requiring academic accommodation based on religious, indigenous or spiritual observances should follow the procedures set out in the [RISO](#) policy. Students should submit their request to their Faculty Office ***normally within 10 working days*** of the beginning of term in which they anticipate a need for accommodation or to the Registrar's Office prior to their examinations. Students should also contact their instructors as soon as possible to make alternative arrangements for classes, assignments, and tests.

COPYRIGHT AND RECORDING

Students are advised that lectures, demonstrations, performances, and any other course material provided by an instructor include copyright protected works. The Copyright Act and copyright law protect every original literary, dramatic, musical and artistic work, **including lectures** by University instructors.

The recording of lectures, tutorials, or other methods of instruction may occur during a course. Recording may be done by either the instructor for the purpose of authorized distribution, or by a student for the purpose of personal study. Students should be aware that their voice and/or image may be recorded by others during the class. Please speak with the instructor if this is a concern for you.

EXTREME CIRCUMSTANCES

The University reserves the right to change the dates and deadlines for any or all courses in extreme circumstances (e.g., severe weather, labour disruptions, etc.). Changes will be communicated through regular McMaster communication channels, such as McMaster Daily News, A2L and/or McMaster email.

RESEARCH USING HUMAN SUBJECTS

All researchers conducting research that involves human participants, their records or their biological material are required to receive approval from one of McMaster's Research Ethics Boards before (a) they can recruit participants and (b) collect or access their data. Failure to comply with relevant policies is a research misconduct matter. Contact these boards for further information about your requirements and the application process.

McMaster Research Ethics Board (General board): <https://reo.mcmaster.ca/>

Hamilton Integrated Research Ethics Board (Medical board): <http://www.hireb.ca/>

ACKNOWLEDGEMENT OF COURSE POLICIES

Your enrolment in Commerce 2FA3 will be considered to be an implicit acknowledgement of the course policies outlined above, or of any other that may be announced during lecture and/or on A2L. **It is your responsibility to read this course outline, to familiarize yourself with the course policies and to act accordingly.**

Lack of awareness of the course policies **cannot be invoked** at any point during this course for failure to meet them. It is your responsibility to ask for clarification on any policies that you do not understand.

COURSE SCHEDULE

COMM 2FA3 – Introduction to Finance
Fall 2023 Course Schedule
(subject to changes during the semester)

Week #	Week of	Topic Description	Textbook Chapters
1	Sep 5 th	Introduction to Finance	Chapter 1
2	Sep 11 th	Time Value of Money	Chapter 5
3	Sep 18 th	Discounted Cash Flow	Chapter 6
4	Sep 25 th	Discounted Cash Flow Cont'd	Chapter 6
5	Oct 3rd	Term Test 1	Topics from Weeks: 1 – 4
Midterm Recess Oct. 9th to 15th			
6	Oct 16 th	Bond Valuation	Chapter 7
7	Oct 23 rd	Bond Valuation Cont'd	Chapter 7
8	Oct 30 th	Stock Valuation	Chapter 8
9	Nov 6 th	Stock Valuation Cont'd	Chapter 8
10	Nov 13th	Term Test 2	Topics from Weeks: 6 – 9
11	Nov 20 th	NPV Analysis	Chapter 9
12	Nov 27 th	Capital Investment Decisions	Chapter 10
Final Exam as Scheduled by the Registrar's Office			