



**Division of Economic and Financial Studies (Division of EFS)
Department of Accounting and Finance (DA&F)
North Ryde Campus**

**Unit Outline ¹
2nd Half Year 2008**

ACCG253 FINANCIAL MANAGEMENT

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“...Finance is not...a set of formulas. Rather, it is the consistent application of a few sensible rules and themes.”Grinblatt & Titman (2002)

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Pre-requisites: (ACCG100 or ACCG105) and (ECON111 or BBA103) and (STAT170 or STAT171) and ACST101 and (27cp or GPA of 2.00).

Prescribed text: ACCG253 Financial Management 2008 (1st ed.) McGraw-Hill.
Compiled by Toomas Truuvert. ²

The text is available for purchase from the Coop Bookshop, North Ryde Campus.

Five (5) copies of the text are available for short-term loan at the Macquarie University Library “Reserve Collection”, North Ryde Campus.

Unit-outline: Should be read in lecture week L01. It contains important information on continuous assessment. If any content is unclear ask either the Unit-administrator or the Unit-convenor.

¹ Available at the ACCG253 On-line Teaching Facility (OLTF) [<https://learn.mq.edu.au>]

² The Unit-convenor receives no monetary gain from the use of this text

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0. Assessment/Feedback/Type and Timing

Feedback may have multiple purposes. While feedback on continuous assessment tasks provides an indication of your learning during teaching weeks, it also is intended to assist in your preparation for the End-of-semester (Final) Examination. Further, feedback is intended to assist in your acquisition of career skills including: information search skills; analysis skills; synthesis skills; problem solving skills; decision making skills and presentation skills.

Accordingly, in this unit a holistic approach is taken to feedback (Rust et al. (2005)). The ten (10) principal feedback activities are set out below. Their timing may be coincident with assessment tasks but the majority of the feedback timing is lagging the assessment tasks. Disclaimer: minor variations may sometimes be necessary but this should not significantly affect the feedback outcomes.

- Lectures (weekly): the assigned weekly lecture pre-readings should be explicated in seeking to develop a deeper learning of the lecture topics, including relevant problem solving techniques. Ideal timing: one (1) week lag.
- Tutorial classes (weekly): tutors should provide a summary and further interpretation and explanation of the lecture topic and selectively discuss and work through suggested answers and solutions to a sub-set of the assigned Tutorial Exercise Sets. Ideal timing: one (1) week lag.
- “Self tests” (weekly): on assigned lecture pre-readings. Suggested answers and worked solutions should be available at the end of chapters in the text. Ideal timing: coincident.
- Suggested “Answers and Solutions” to Assigned “Tutorial Exercise Sets” (weekly): should be available on Friday’s at the On-line Teaching Facility (OLTF). These are a collaborative effort by lecturers, tutors and the Unit-convenor. Ideal timing: one (1) week lag.
- “Peer Assisted Learning” (PAL) Workshops (weekly): should be available from lecture week L03 through lecture week L13, on a “walk-in walk-out” basis. Your nominated questions and problems should be discussed, worked through and illuminated under the leadership and guidance of a PAL Leader. In addition, PAL leaders may provide further summaries and explanations of lecture topics, as required. Ideal timing: coincident or one (1) week lag.
- Lecturer and Tutor Consultation (weekly): academic consultation should be available daily Monday to Friday from lecture week L03 through lecture week L13. A consultation schedule should be available at the OLTF from lecture week L02. Ideal timing: coincident or one (1) week lag.
- Tutorial Presentation (fixed date): in class to an audience of your peers and tutor. It should showcase your information search skills, analysis skills and synthesis skills and provide an opportunity to further develop existing presentation skills. Ideal timing: coincident or one (1) week lag.
- Quizzes (fixed dates): “Practice Quiz” (on-line), “Quiz 1” (tutorial class), “Quiz 2” (tutorial class) and “Quiz 3” (on-line) on weekly lecture pre-readings. Ideal timing: one (1) week lag.
- “End-of-semester (Final) Examination Question and Problem Example Sets” (periodic): available through a staged release in lecture week L08, lecture week L09 and lecture week L10. Ideal timing: one (1) week lag.
- End-of-semester (Final) Examination Consultation (fixed dates): scheduled for the examination period immediately following lecture week L13. A consultation schedule should from lecture week L12 be available at the OLTF. Ideal timing: coincident.

1. Assessment/Grading System

“Raw” marks are given on your assessment tasks. On completion of the compulsory assessment tasks, a scaled mark is derived from the sum of the weighted “raw” marks. This scaled mark determines the Standardised Numerical Grade (SNG) that is shown on the University transcripts.

Therefore, a SNG of “73” does not mean that the grade in the unit is two marks below the threshold for a distinction grade (D 75-84). Rather, a SNG of “73” signifies a result which is better than most ACCG253 results in the credit (Cr 65-74) band. Hence, the SNG is a measure of relative performance within a grade band. Please consider this distinction when deciding on whether to appeal your result.

2. Assessment/“Raw” Mark Record

The “raw” mark record for your assessment tasks “Tutorial Attendance/Participation”, “Tutorial Exercise Sets”, “Tutorial Presentation”, “Quiz 1” and “Quiz 2” is during the semester kept and updated by tutors. Accordingly, your tutor should be the first (1st) point-of-contact for in-semester “raw” mark record enquiries. Tutors should submit “raw” mark records to the Unit-administrator by Tuesday 18th November.

For the “Practice Quiz” and “Quiz 3”, a “raw” mark is listed at the OLTF by the Friday in the lecture week that follows the quiz week. To illustrate this, the “raw” mark for the “Practice Quiz” held in lecture week L11 on Thursday 30th October should be available by lecture week L12 on Friday 7th November. A similar timing applies to “Quiz 3”. The Unit-administrator should be the 1st point-of-contact for “raw” mark record enquiries.

3. Assessment/Tasks

The compulsory assessment tasks which you should attempt are here sorted into four (4) groups (i-iv) and set out in Table 1 below (also see heading “Unit Description/Learning Outcomes”).

Assessment Group/Task		Group/Task Weight (%)	Learning Outcome	Timing Lecture Week/Tutorial Week
i	Tutorial Attendance/Participation	5	a) & b) & c)	From L03/T02 through L12/T11
	Tutorial Exercise Sets	5		From L03/T02 through L12/T11
ii	Tutorial Presentation	5	a) & b) & c) & d)	L04/T03 & L05/T04; L07/T06 & L08/T07; and from T10/T09 through L13/T12
iii	Quiz 1 (In class)	2.5	a) & b) & c)	L06/T05
	Quiz 2 (In class)	2.5		L09/T08
	Practice Quiz (On-line)	2.5		L11/T10
	Quiz 3 (On-line)	7.5		L12/T11
iv	End-of-semester (Final) Examination	70	a) & b) & c)	Examination period
Total		100		

- A scaled mark is derived from the sum of the weighted “raw” marks. This scaled mark determines the Standardised Numerical Grade (SNG) that is shown on the University transcript. As shown in Table 1 above, the End-of-semester (Final) Examination “raw” mark contributes seventy (70) percent to the total weighted “raw” mark. To “pass” this assessment task, the End-of-semester (Final) Examination “raw” mark should be at least forty-five (45).
- This is illustrated through two examples as follows. First, if the assessment task “raw” marks are as shown in Table 2 below, the total weighted “raw” mark is fifty (50). Because the End-of-semester (Final) Examination “raw” mark is forty-six (46), the SNG shown on your transcript should fall in either the “Conceded Pass” [PC] grade band or the “Pass” [P] grade band.

Assessment Group/Task	Group “Raw” Mark Maximum	Group “Raw” Mark Achieved	Group Task Weight (%)	Weighted “Raw” Mark
a	100	90	10	9
b	100	60	5	3
c	100	40	15	6
d	100	46	70	32
			Total	50

- Alternatively, if the assessment task “raw” marks are as shown in Table 3 below the total weighted “raw” mark is also fifty (50). However in this second example, because the End-of-semester (Final) Examination assessment task “raw” mark is forty (40), the SNG shown on your transcript should fall in the “Fail” [F] grade band.

Assessment Group/Task	Group “Raw” Mark Maximum	Group “Raw” Mark Achieved	Group Task Weight (%)	Weighted “Raw” Mark
a	100	90	10	9
b	100	60	5	3
c	100	67	15	10
d	100	40	70	28
			Total	50

- You should rely only on two sources of information on assessment tasks, namely: the Unit-convenor and the Unit-outline. In the event of a change to an assessment task an announcement is by the Unit-convenor issued at the OLTF tab labelled “Announcements”. While a change to an assessment task seldom occurs, regularly check “Announcements”.

a) (i) “Tutorial Attendance/Participation” (Fifty (50) “raw” marks maximum)

Given learning outcomes a), b) and c) [see heading “Unit Description/Learning Outcomes”], the assessment task objective is to encourage weekly attendance and participation in your tutorial class.

- Attendance and participation is recorded for ten (10) subsequent lecture/tutorial weeks from L03/T02 through L12/T11. Attendance and participation is expected for the length of the tutorial (or as advised by your tutor) in the tutorial class allocated by the University’s enrolment system, or in the tutorial class arranged through the Unit-administrator.
- You should alert the tutor about your attendance, especially if you arrive late to the tutorial class. In addition, you should alert the tutor about any substantiated absence [see heading “Learning and Teaching/Advice of Absence or Other Circumstances”] because unsubstantiated absence results in the loss of “raw” marks, which are deducted as follows. Each week’s unsubstantiated absence results in a loss of five (5) “raw” marks. To illustrate this situation, if you are absent from three (3) tutorial classes fifteen (15) “raw” marks are deducted, and if you are absent from all ten (10) tutorial classes you lose all fifty (50) “raw” marks.
- If you were unable to attend and participate in your tutorial class but managed to visit another tutorial class, a “Tutorial Exercise Set” signed by the tutor of the tutorial class visited is needed to claim “Tutorial Attendance/Participation” for that week. However, please check seating availability with the tutor before seeking to attend a class. Thereafter, simply show the signed “Tutorial Exercise Set” to your tutor to claim the “raw” marks for the week you were absent from your tutorial class. Yet, such claims will probably be few.
- No “Tutorial Attendance/Participation” record is required on a public holiday or on a day (or part of a day) which by the University is determined as a lecture free or a tutorial free day, or if a tutor is absent from a tutorial. Instead, you may that week attend another tutorial class. However, please check seating availability with the tutor before seeking to attend a class.
- Your “raw” mark for “Attendance/Participation” is based on tutor records. Therefore, you should by lecture/tutorial week L13/T12 sight and verify your “raw” mark. Acknowledge it by next to the “raw” mark on the tutorial attendance sheet placing your initials i.e. “sign-off”.

a) (ii) “Tutorial Exercise Sets” (Fifty (50) “raw” marks maximum)

Given learning outcomes a), b) and c) [see heading “Unit Description/Learning Outcomes”], the assessment task objective is to encourage you to attempt the “Tutorial Exercise Sets” every week.

- It should be collected by your tutor on three (3) occasions spread out over ten (10) lecture/tutorial weeks from L03/T02 through L12/T11. Yet, the precise timing should not be advertised.
- Only your two (2) best attempts are counted. To illustrate this situation, a record of one (1) “complete” and two (2) “incomplete” “Tutorial Exercise Sets” result in the deduction of twenty-five (25) “raw” marks.
- “Tutorial Exercise Sets” should be handwritten, unless you have a medical condition [see heading “Learning and Teaching/Advice of Absence and Other Circumstance”]. Tutors should judge collected sets on their apparent degree of completeness. Your tutor should mark work as either a “complete” or an “incomplete” attempt. A “complete” attempt should appear to be a genuine attempt at the whole content of a weekly “Tutorial Exercise Set”. Hence, you should ensure that you can reproduce the suggested answers and the suggested worked solutions.
- If the collection of a “Tutorial Exercise Set” coincides with your absence from a tutorial class, your tutor should initially record the set as an incomplete attempt. However, if your absence is later substantiated your tutor should make every effort (if the timing permits) to collect another

set. If the timing does not permit another collection, an adjustment to reflect this should be made to your “raw” mark.

- Your “raw” mark for “Tutorial Exercise Sets” is based on tutor records. Therefore, you should by lecture/tutorial week L13/T12 sight and verify your “raw” mark. Acknowledge it by next to the “raw” mark on the tutorial attendance sheet placing your initials i.e. “sign-off”.

b) “Tutorial Presentation” (Tutorial) (One-hundred (100) “raw” marks maximum)

Given learning outcome d) [see heading “Unit Description/Learning Outcomes”], the two assessment task objectives are as follows. The first is to provide you with an opportunity to showcase your information search skills, analysis skills and synthesis skills, and the second assessment task objective is to further develop your existing presentation skills.

- The “Tutorial Presentation” is a 3-5 minute “Board Room” type individual presentation to your peers and tutor in a tutorial class. It should be evaluated by your tutor according to the following five (5) criteria: content; organization; delivery; timing and overall presentation. The “Presentation Coversheet and Feedback Form” should from lecture week L01 be available at the OLTF. You should on the form print your last name and student “ID” number, and sign and date the “Presentation Coversheet and Evaluation Feedback Form”, and give it to your tutor before the presentation.
- You can use either overhead transparencies (OHT) which are prepared before the presentation to show the two (2) slides (maximum) to the audience using the “Overhead Projector”, or you can prepare a “Memory Stick” to show the two (2) slides (maximum) to the audience using the lectern equipment. If required, your tutor should supply you with two (2) overhead transparencies (OHT) and should make sure that the projector is in working order. You and your tutor should carefully consider the implications of the lectern equipment set-up time but also consider what to do if the “Overhead Projector” is broken, or breaks during your presentation. Accordingly, plan ahead for the presentation.
- Your task is to distill and to analyse the content of a recently published article (2008 or 2007 or 2006) on a topical issue which has affected decision makers in companies in Australia from the perspective of one (or more) of the lecture topics set out in the Unit-outline [see heading “Unit Description/Schedule”]. Search for an article only in the following Australian newspapers: “The Australian Financial Review (AFR)”, “The Sydney Morning Herald (SMH) - Business Section” and “The Australian - Business Section”). If you have doubts about the suitability of your proposed article consult with your tutor well before the presentation date. Accordingly, you should leave yourself enough time to search for another article but also leave yourself enough time to prepare for the presentation.
- Presentations are scheduled for lecture/tutorial weeks as follows: L04/T03 and L05/T04; L07/T06 and L08/T07; and from L10/T09 through L13/T12. To illustrate this scheduling, for a tutorial class of say 24 participants three (3) presentations should be held in each of the eight (8) lecture/tutorial weeks listed above. Disclaimer: minor variations may sometimes be necessary but this should not significantly affect the presentations. No presentations should be held in the weeks of “Quiz 1” and “Quiz 2”. You should by lecture/tutorial week L03/T02 agree with your tutor on the timing your presentation which should be made in the tutorial class that you are enrolled in.
- Your “raw” mark for “Tutorial Presentation” is based on tutor records. Therefore, you should by lecture/tutorial week L13/T12 sight and verify your “raw” mark. Acknowledge it by next to the “raw” mark on the tutorial attendance sheet placing your initials i.e. “sign-off”.

c) (i) “Quiz 1” and “Quiz 2” (Fifty (50) “raw” marks maximum)

Given the learning outcomes a), b) and c) [see heading “Unit Description/Learning Outcomes”], this assessment task objective is to encourage your timely reading of the weekly lecture “Pre-reading”.

- “Quiz 1” and “Quiz 2” are both held in tutorial class and are “open textbook” type assessment tasks. Each quiz should be worth twenty-five (25) “raw” marks (maximum) and the time available for each quiz should be 15 minutes.

- “Quiz 1” is scheduled for lecture/tutorial week L06/T05. It should cover the “Lecture Pre-reading” for the lecture topics: “Capital Budgeting I”, “Capital Budgeting II” and “Security Valuation I”. The quiz should have three (3) “theory” type questions (one from each lecture topic) which should require only “short” (i.e. say 1 paragraph) to “medium” (i.e. say 2 -3 paragraphs) length written answers. Questions should be of unequal value.
- “Quiz 2”: is scheduled for lecture/tutorial week L09/T08. It should cover the “Lecture Pre-reading” for the lecture topics: “Security Valuation II”, “Asset Pricing I” and Asset Pricing II”. The quiz should have three (3) “theory” type questions (one from each lecture topic) which should require “short” to “medium” length written answers. Questions should be of unequal value.
- Your tutor should mark quizzes and return them in the tutorial class [see heading “Assessment/Feedback/Type and Timing”].
- Your “raw” mark for “Quiz 1” and “Quiz 2” is based on tutor records. Therefore, you should by lecture/tutorial week L13/T12 sight and verify your “raw” mark. Acknowledge it by next to the “raw” mark on the tutorial attendance sheet placing your initials i.e. “sign-off”.

c) (ii) “Practice Quiz” and “Quiz 3” (Fifty (50) “raw” marks maximum)

Given the learning outcomes a), b) and c) [see heading “Unit Description/Learning Outcomes”], this assessment task objective seeks to encourage your timely reading of the weekly “Lecture Pre-reading”.

- “Practice Quiz”: is intended as on-line quiz taking practice, thus, whatever your actual score is – it should not count! Instead you should receive twenty (20) “raw” marks simply for attempting this quiz. It is scheduled for lecture week L11, on Thursday 30th October. It should cover the “Lecture Pre-reading” for the topics: “Financial Mathematics” and “Fisher Framework”.
- It has ten (10) “multiple choice” type questions (five questions (5) on each topic). Questions are of both “theory” type and “calculation” type. The quiz time available should be 30 minutes. All questions are of equal value, at one (1) mark. Each question has five answer choices. One (1) answer choice is the “suggested best” i.e. the “correct” answer choice. Four (4) answers choices are “negatively marked” type answer choices. To minimize gains from guessing, a so called "negative" marking arrangement applies to all “Practice Quiz” questions. The arrangement operates as follows. A correctly selected answer choice scores 1 “raw” mark. An incorrectly selected answer choice scores no “raw” mark. In addition, a one-quarter (1/4 i.e. 0.25) “raw” mark is deducted for each incorrectly selected answer choice. If required, an alternative quiz date is scheduled for lecture week L12, on Monday 3rd November.
- “Quiz 3”: should be worth a maximum of thirty (30) “raw” marks. It is scheduled for lecture week L12, on Thursday 6th November. It should cover the “Lecture Pre-reading” for the topics: “Capital Structure I”, “Capital Structure II” and “Option Pricing I” (the topic “Option Pricing II” is assessed in the End-of-semester (Final) Examination).
- It has thirty (30) “multiple choice” type questions (ten (10) questions on each lecture topic were about an equal number of questions are of “theory” type and of “calculation” type). The quiz time available should be 60 minutes. Each question includes five answer choices. One (1) answer choice is the “suggested best” i.e. the “correct” answer choice. Four (4) answers choices are “negatively marked” type answer choices. To minimize gains from guessing, a so called "negative" marking arrangement applies to all “Quiz 3” questions. The arrangement operates as follows. A correctly selected answer choice scores 1 “raw” mark. An incorrectly selected answer choice scores no “raw” mark. In addition, a one-quarter (1/4 i.e. 0.25) “raw” mark is deducted for each incorrectly selected answer choice. If required, an alternative quiz date is scheduled for lecture week L13, on Monday 10th December.

In addition to the above, and in addition to the quiz taking “Micro-procedures” issued at the OLTF tab labelled “Assessments”, the “Practice Quiz” and “Quiz 3” procedures include the following:

- The quizzes are available at the OLTF “Assessments” tab on the day of the quiz. Disclaimer: if unchecked, “Browser” and “Blackboard” functionality may not work as intended when attempting an on-line quiz. Therefore, perform a “Browser Check” as explained at the

University Web Pages “On-line Learning @ MQ” [<https://learn.mq.edu.au/webct/logonDisplay>]. Assistance with “Browser” and “Blackboard” settings should be available at the “Student IT Help Desk” [www.lib.mq.edu.au/help/ithelp/index.html] during office hours.

- If a quiz is unavailable due to e.g. a University network or a “Blackboard” service disruption, the quiz will be available on the alternative quiz date (see above for the dates). In addition, a message will be issued at the OLTF “Announcements” tab.
- The “Practice Quiz” and the “Quiz 3” access windows are at the OLTF tab “Assessments” open on the day of the quiz from 06:00 (6AM) to 23:00 (11PM). Therefore, plan to complete the quizzes well before the scheduled quiz access window closing times. Yet, if this is not possible, at the first opportunity notify the Unit-administrator via e-mail to ACCG253@efs.mq.edu. Clearly set out the reason(s) for why you were unable to complete a quiz well before its scheduled quiz access window closing time. The Unit-convenor reserves the right to interpret and determine such situations on a case-by-case basis.
- Allowances may not be made for “connectivity” and/or “software” and/or “hardware”, or any other “issue” that may arise for a computer at an off-Macquarie University campus location. Accordingly, you should either plan ahead to minimise potential “issues” that may arise from e.g. “Browser” and “Blackboard” functionality or you should plan to use a Macquarie University campus networked computer e.g. in the Library [www.library.mq.edu.au/about/hours.html] or in Computer Labs. However, if above “issues” occur during quiz time, at first opportunity notify the Unit-administrator via e-mail to ACCG253@efs.mq.edu. Clearly set out the reason(s) for why you were unable to complete a quiz. The Unit-convenor reserves the right to interpret and determine such situations on a case-by-case basis.
- Suggested correct answer choices to quiz questions and your quiz “raw” mark should be available through “Blackboard” on the Friday following the quiz week [see the illustration under heading “Assessment/”Raw” Mark Record”].
- The “raw” mark for “Quiz 3” is based on the “Blackboard” records. Therefore, you should by 23:00 (11PM) on Friday 14th November in the OLTF tab labelled “Assessments” sight and verify your “raw” mark and notify the Unit-administrator of any discrepancy.

d) “End-of-semester (Final) Examination” (One-hundred (100) “raw” marks maximum)

Given the learning outcomes a), b), and c) [see heading “Unit Description/Learning Outcomes”], this assessment task objective is for you to demonstrate a basic understanding of fundamental principals and applications as taught in this unit, in the following topics: capital budgeting; security valuation; asset pricing; capital structure; and option pricing.

- The examination is a “comprehensive” type assessment task which includes both “qualitative” and “quantitative” question types. The examination has no “multiple-choice” questions.
- The examination structure is as follows. It has two (2) parts, Part A and Part B. Part A has “theory” only type questions. Part B has “calculation” only type questions. The “Theory” type questions make up about one-third (1/3) of the maximum “raw” marks. Total examination time available is one-hundred-and-eighty (180) minutes plus ten (10) minutes of reading time. Additional Part A and Part B information is as follows.

○ Part A:

- Topics: lecture/tutorial weeks from L02/T02 through to L12/T12
- Thirty (30) “raw” marks maximum
- Suggested time spent on this part is fifty-five (55) minutes.
- Not all questions have an equal values of “raw” marks.
- One question per topic.
- Eleven (11) “theory” only type questions which may require “short” or “medium” length written answers.

○ Part B:

- Topics: lecture/tutorial weeks from L02/T02 through to L12/T12
- Seventy (70) “raw” marks maximum
- Suggested time spent on this part is one-hundred-twenty-five (125) minutes.

- Not all questions have an equal value of “raw” marks.
- One question per topic.
- Eleven (11) “calculation” only type questions which may require “medium” or “extensive” amounts of calculation.

- You are not provided with “past/old exams” for practice. Instead three (3) End-of-semester (Final) Examination Question and Problem Example Sets (EQPES) will be available through a staged release and should be available from lecture week L08 (EQPES1), lecture week L09 (EQPES2) and lecture week L10 (EQPES3). Suggested answers and worked solutions should be available with a one (1) lecture week lag.
- You are not provided with a “Formula Sheet” for the End-of-semester (Final) Examination. Instead, you may prepare one (1) handwritten “Notes Sheet” as follows.
 - Only the sheet headed “ACCG253 Notes Sheet” (available at the OLTF) is permitted, without alterations.
 - Only your handwritten notes in pen (ink and/or biro), pencil and/or “highlighter” are allowed, on both sides of the sheet.
 - No photo copies or adhesive “notes” e.g. of “Post-it” type are permitted.
 - Your name and student number should be clearly written on the “Notes Sheet”.
- If required, numerical tables will be provided in the examination.
- The examination date and time should be published in the 2nd Half Year 2008 Examination Timetable [www.student.mq.edu.au]. The University’s published date for the End-of-Semester (Final) Examination will not be changed by the DA&F or the Division of EFS. Therefore, until the end-of-year examination date is known with certainty, you should plan to be available for the whole of the examination period which begins on Wednesday 19th November [www.mq.edu.au/studymq/dates.html].
- Additional information about the examination is provided in lecture week L13.

4. Learning and Teaching/Advice of Absence or Other Circumstances

If you are absent from a tutorial class or if you are unable to attempt an assessment task due to an unavoidable misadventure or the on-set of illness or due to a medical condition, you should obtain supporting documentation relevant to the circumstance and/or a Professional Authority Form (PAF). The documentation and/or PAF should clearly and in lay terms substantiate the advice.

Thereafter, at the first opportunity you should lodge an “Advice of Absence or Other Circumstances” form [www.reg.mq.edu.au/Forms/USSAbsence.pdf] with the Undergraduate Student Enquiries (Lincoln Building). Instructions are on the form. Also, you should lodge one (1) copy with the Division of EFS, at ERIC. An advice without supporting documentation and/or PAF may not be considered. In addition, you should alert your tutor about substantiated absences.

5. Learning and Teaching/Appeal and End-of-semester (Final) Examination Viewing

If you genuinely think that a clerical error or an inconsistency in assessment of the End-of-semester (Final) Examination has occurred and that it has affected your result, and provided that you can substantiate this claim, you may:

- a) view your exam script on 23rd or 24th December 2008 or on 5th January 2009 [the deadline for registration on the Division of EFS Web Pages is by 10:00 on 22nd December 2008]; and
- b) if necessary, lodge a “Grade Review” application (in person or by proxy) with the Division of EFS by 12:00 on 5th January 2009.

Additional information on these procedures is available at the Division of EFS Web Pages [http://www.efs.mq.edu.au/current/ug/admin_central/grade_appeals]. ERIC is the first point of contact for enquiries [www.efs.mq.edu.au/undergraduate/quicklinks].

6. Learning and Teaching/End-of-semester (Final) Examination/Unavoidable Misadventure/Illness

If you experience adverse circumstances during the formal examination period you may need to apply for “Special Consideration”. Applications are considered as follows.

- First, if you attempted the End-of-semester (Final) Examination. Onset of an illness/medical condition in the End-of-semester (Final) Examination should immediately be reported to the Exam Supervisor. Thereafter, preferably on the same day, you should obtain a Professional Authority Form (PAF). The PAF should clearly and in lay terms and on a scale from mild to severe describe the level of intensity of the medical condition.
- Thereafter, at the first opportunity you should lodge an “Advice of Absence or Other Circumstances” form [www.reg.mq.edu.au/Forms/USSAbsence.pdf] with the Undergraduate Student Enquiries (Lincoln Building). Instructions are on the form. Also, you should lodge one (1) copy with the Division of EFS, at ERIC. Provided your continuous assessment results are “satisfactory”, and that the PAF clearly and in lay terms substantiates your condition, a Supplementary End-of-semester (Final) Examination should be granted.

A “satisfactory” continuous assessment means the following (each of the below criteria must be satisfied).

- a) “Tutorial Attendance/Participation” and “Tutorial Exercise Sets”: attendance and participation in at least five (5) tutorial classes and submission of at least one attempted set.
 - b) “Tutorial Presentation”: attempted.
 - c) “Practice Quiz”, “Quiz 1”, “Quiz 2” and “Quiz3”: attempted at least two (2) quizzes.
- Second, if you did not attempt the End-of-semester (Final) Examination. You should at first opportunity obtain supporting documentation relevant to the circumstance of the unavoidable misadventure, and/or a Professional Authority Form (PAF) which clearly and in lay terms substantiates the condition.
Thereafter, at the earliest opportunity, you should lodge an “Advise of Absence or Other Circumstances” form [www.reg.mq.edu.au/Forms/USSAbsence.pdf] with the Undergraduate Student Enquiries (Lincoln Building). Instructions are on the form. Also, you should lodge one (1) copy with the Division of EFS, at ERIC.
Provided the continuous assessment results are “satisfactory” (see definition above), and that documentation relevant to the circumstances of the unavoidable misadventure support the circumstance, and/or that the PAF clearly and in lay terms substantiates the condition, you should be granted a supplementary End-of-semester (Final) Examination.
 - Only one (1) Supplementary End-of-semester (Final) Examination may be offered to you if the necessary grounds for “Special Consideration” are met. It should be held sometime after the DA&F and the Division of EFS Examiner’s Meetings, but before the 24th December 2008.

7. Learning and Teaching/End-of-semester (Final) Examination/Calculator

Many brands and models with a range of functionality are available on the market, and some of these calculators are labelled “Financial” or “Scientific”. However, only a non-programmable calculator without alphanumeric i.e. text capability is permitted in the End-of-semester (Final) Examination.

8. Learning and Teaching/End-of-semester (Final) Examination//Translation Dictionary

The use of any type of translation dictionary is not permitted.

9. Learning and Teaching/Lecture/Audio Recording

Lectures are recorded weekly. The audio recording is usually available by the end of the week via the OLTF tab labelled “iLecture”.

10. Learning and Teaching/Lecture/Notes

Notes for lectures should be available prior to lecture at the OLTF.

11. Learning and Teaching/Lecture/Timetable

Lecture attendance is not recorded. Yet, past student performance suggests that an association exists between lecture attendance and performance in assessment tasks. Therefore, you are recommended to attend lectures. Table 4 below shows the presently scheduled lecture days, start times and locations.

Day	Times (From)	Location
Monday	08:00	W5B MACTH
Monday	18:00	W5B MACTH
Thursday	17:00	W5B MACTH

You should attend the lecture allocated to you by the University's enrolment system. Presently, the enrolment is 1,400+ and lecture theatres may be booked to near capacity. Attendees should be safely seated before a lecture can begin.

12. Learning and Teaching/On-line Revision Type Tools

The text "ACCG253 Financial Management 2008 (1st ed.) contains access codes to publisher provided and maintained on-line revision type tools. You are recommended to use these in preparation for assessment tasks, especially the on-line quizzes [see heading "Assessment/Tasks"].

13. Learning and Teaching/On-line Teaching Facility (OLTF)

The OLTF provides you with access to a "7/24" repository of unit materials plus an "Announcements" board, a quiz facility and a Unit-administrator "E-mail" message link. From lecture week L01, use the "E-mail" link or use ACCG253@efs.mq.edu.au for e-mail enquiries. Enquiries sent to other "addresses" may not be attended to by the Unit-administrator because of the large number of enrolments in the unit, presently the enrolment is 1,400+. In addition, you should frequently check the OLTF for new content and announcements.

14. Learning and Teaching/Peer Assisted Learning (PAL) Workshops

PAL Workshops were for the first time available in the 2nd Half Year 2007. The workshops were well attended and the anecdotal evidence suggested that regular participation was helpful to student's learning. Therefore, PAL Workshops were again available in the 1st Half Year 2008, again with similar results. Accordingly, PAL Workshops should be available in 2nd Half Year 2008.

The weekly workshops are organised and staffed through ERIC and scheduled from lecture week L03 through to lecture week L13 [www.efs.mq.edu.au/student_support/eric/peer_assisted_learning]. All PAL enquiries should be directed to ERIC.

15. Learning and Teaching/Strategy

This unit is taught both via lecture and via tutorial. Given the unit's quantitative emphasis, solutions to tutorial exercises may seldom appear either as a timely flash of inspiration or as a result of persistent application of a few preferred methods. In addition, because the tutorial class time is limited to 50 minutes per week, you should not expect that all questions and problems in the assigned "Tutorial Exercise Sets" are covered in the tutorial class [see heading "Learning and Teaching/Tutorial Class/Activity and Timing"]. Therefore, if you find that lecture topics and tutorial class material are challenging you should regularly attend and participate in the Peer Assisted Learning (PAL) Workshops [see heading "Learning and Teaching/Peer Assisted Learning (PAL)"].

PAL Workshops have since 2nd Half Year 2007 successfully provided learning support in this unit. Therefore, in 2nd semester 2008 PAL Workshops continue to be recommended as an essential component of a learning strategy.

As an additional component of a learning strategy, the publisher provided and maintained on-line revision type tools are recommended [see heading "Learning and Teaching/On-line Revision Type Tools"], especially for on-line quiz taking practice but also for general type preparation for assessment tasks [see heading "Assessment/Tasks"].

16. Learning and Teaching/Tutorial Class

Tutorial class numbers, times and locations are available through the University's "2008 Timetable Maker" [www.timetables.mq.edu.au]. Your tutorial class allocation is processed centrally through the University's enrolment system [<https://student1.mq.edu.au/t1tbmain.asp>].

Tutorial classes close in lecture week L02, by close of business on Friday 15th August. Thereafter, a change of tutorial class or a late enrolment should only be arranged through the Unit-administrator via e-mail to ACCG253@efs.mq.edu.au.

To assist tutors with the recording of assessment “raw” marks, you should attend only the tutorial class allocated through the University’s enrolment system. Presently, the enrolment is 1,400+ and tutorial class rooms may be booked to near capacity. Attendees should be safely seated before a tutorial class can begin.

17. Learning and Teaching/Tutorial Class/Activity and Timing

Suggested activity and timing of a typical tutorial class is set out in Table 5 below. Minor variations may sometimes be necessary but this should not significantly alter the tutorial outcomes. Disclaimer: not all tutors may structure their tutorial class as set out below.

Timing (50 Min. Clock)	Duration (Minutes)	Activity	Comments
0 – 15	≤ 15	<ul style="list-style-type: none"> ▪ Presentations, or ▪ “Quiz 1” & “Quiz 2”. 	<ul style="list-style-type: none"> ▪ A tutorial class should start “on-the-hour” and finish “10-to-the-hour”. ▪ Information and time-lines on these activities are in the Unit-outline, including the headings: “Assessment/Feedback/Type and Timing” and “Assessment/Tasks”. Note the timing of presentations, quizzes and feedback. ▪ The “Presentation Coversheet and Feedback Form” is available at the OLTF.
16 – 25	≤ 10	<ul style="list-style-type: none"> ▪ Summary and selective exposition of lecture material. 	<ul style="list-style-type: none"> ▪ In this activity the emphasis should be on the more challenging concepts and techniques presented in lectures. ▪ Lecture notes are available at the OLTF. ▪ This activity may be conducted as a “mini-lecture” supported e.g. by handouts, board work, overhead transparencies (OHT) and/or computer based material.
26 – 49	≤ 24	<ul style="list-style-type: none"> ▪ Discussion and work-out of selected questions and/or problems. 	<ul style="list-style-type: none"> ▪ This activity is intended as the principal segment of the tutorial. ▪ A limited number of questions and/or problems should be worked through and explained in detail. ▪ In particular, this segment seeks to illuminate the intuition underpinning suggested answers or solutions, and to crystallise rationales for the selection of techniques applied. ▪ You are encouraged to ask questions and participate by way of group tasks but it’s up to you and your tutor and to agree on suitable activities and “rules”. ▪ Attend Peer Assisted Learning (PAL) workshops if you find that the lecture and the tutorial class material is challenging, or if your “nominated” Tutorial Exercise Set questions and/or problems were not pre-selected for work-out and discussion in the tutorial class.
50	≤ 1	<ul style="list-style-type: none"> ▪ Tutorial Exercise Sets. ▪ Attendance. 	<ul style="list-style-type: none"> ▪ Information and time-lines on these activities are in the Unit-outline, including the headings: “Assessment/Feedback/Type and Timing” and “Assessment/Tasks”. ▪ The “raw” mark record for tutorial based assessment tasks should during the semester be available for your viewing. ▪ The “raw” mark for tutorial based assessment tasks is based on tutor records. Therefore, you should by lecture/tutorial week L13/T12 sight and verify your “raw” mark. Acknowledge it by next to the “raw” mark on the tutorial attendance sheet placing your initials i.e. “sign-off”.

18. Learning and Teaching/Tutorial Class/Etiquette

You are expected to arrive on time and not to leave until the tutorial class ends, or as advised by your tutor.

If you have a recurring problem that either makes you late or forces you to leave early, then have the courtesy to discuss this with the tutor. To be respectful of your peers and the tutor alike you are expected to be quiet during class unless, of course, class participation is encouraged and/or required.

Mobile phones and pagers should be turned off during tutorial class; not simply set to “silent mode”.

19. Learning and Teaching/Work Load

Your attendance at weekly lectures and your attempts at the compulsory assessment tasks are part of the work load in this unit.

The University anticipates that one (1) credit point in a half-year unit involves, on average, three (3) hours of work each week in that half-year [www.reg.mq.edu.au].

Therefore, plan for a work load of about nine (9) hours, on average, per week.

20. Unit Description/Consultation/Academic Staff/Lecture Weeks

Academic consultation is available from lecture week L03 through lecture week L13, but not during the “Mid-semester Break”.

Public access to building E4A is on several floors limited to the lift area, where an in-house telephone and a list of contact phone numbers should be available. A current schedule of consultation times should be available by lecture week L03, both at the OLTF and at ERIC.

21. Unit Description/Consultation/Unit Staff/Lecture Weeks

Consultation is available from lecture week L03 through lecture week L13, but not during the “Mid-semester Break”.

During lecture weeks L01 and L02, consultation is via appointment only. Hence, contact staff via e-mail to ACCG253@efs.mq.edu.au to make an appointment. A current schedule of consultation times should be available by lecture week L03 at the OLTF and at ERIC.

22. Unit Description/Consultation/Academic Staff/Examination Period

Academic consultation is available after lecture week L13, during the examination period leading up to the End-of-semester (Final) Examination. A current schedule of consultation times should be available by lecture week L12 at the OLTF and at ERIC.

23. Unit Description/Corrections

Alert the Unit-administrator via e-mail to ACCG253@efs.mq.edu.au of errors that appear in any of the following: the Unit-outline, the Tutorial Exercise Sets Suggested Solutions, the OLTF Web Pages and documents available through the OLTF.

All ACCG253 2nd Half Year 2008 documents should have a version number and/or a version date.

An error of such magnitude that it is likely to have negative implications for performance in the assessment tasks is corrected at the first opportunity after discovery. Errors of lesser magnitude are corrected when an opportunity arises after discovery. A message of correction should be issued at the OLTF.

An error of obvious kind and of trivial magnitude may be corrected after discovery. A message of correction is not issued.

24. Unit Description/DA&F Policy/Division of EFS Policy/University Policy

Further to policy set out in the Handbook of Undergraduate Studies 2008 [www.handbook.mq.edu.au], all DA&F policy, Division of EFS policy and University policy apply in this unit [www.efs.mq.edu.au/student_support/important_policies]. Note that the Cheating and Plagiarism Policy applies to each assessment task in this unit [www.efs.mq.edu.au/student_support/important_policies/cheating_and_plagiarism].

25. Unit Description/Frequently Asked Question Types (FAQT) and First (1st) Points-of-contact

Frequently asked question types and first (1st) points-of-contact are set out in Table 6 below:

Table 6: Frequently Asked Questions (FAQ) and First (1st) Points-of-contact	
FAQ	1st Points-of-Contact
Appeals	Division of EFS Web "Quicklinks-Undergraduate" or ERIC [E4B106]
Consultation Schedule (Lecturer/Tutor/Staff)	OLTF or ERIC
Continuous Assessment (Tutorial based tasks)	Unit-outline or Tutor
Continuous Assessment (Other)	Unit-outline or Unit-convenor
End-of-semester (Final) Examination Question and Problem Example Sets (EQPES)	Unit-outline or OLTF
End-of-semester (Final) Examination (Enquiries)	Unit-outline or Unit-convenor
End-of-semester (Final) Examination (Viewing)	Division of EFS Web "Quicklinks-Undergraduate" or Unit-outline or ERIC [E4B106] or Unit-administrator
General Enquiries	Unit-outline or OLTF or Unit-administrator
Lectures (Content/Lecture notes/Teaching)	Lecturer (on the topic – see heading "Schedule")
OLTF (Content)	Unit-administrator
OLTF ("Blackboard" access)	Student IT Helpdesk [www.lib.mq.edu.au/help/ithelp/index.html]
On-line Revision Type Tools	"ACCG253 Financial Management (1 st ed.) 2008" or Publisher Web Pages
Peer Assisted Learning (PAL)	Division of EFS Web "Quicklinks-Undergraduate" or ERIC
Special Consideration	Division of EFS Web "Quicklinks-Undergraduate" or ERIC
Teaching and Learning (General)	Unit-convenor
Tutorial Teaching	Tutor
Unit-outline (Content)	Unit-administrator or Unit-convenor

26. Unit Description/Learning Objectives

This introductory unit in corporate finance focuses on financing and investment decisions. While the emphasis is on fundamental theoretical and quantitative principals of corporate finance, your presentations should to illuminate recent issues affecting decision makers in companies in Australia.

A satisfactory completion of the unit should provide you with a basic understanding of fundamental principals and applications in the following topics: capital budgeting, security valuation, asset pricing, capital structure, and option pricing.

The unit provides a standalone introduction to corporate finance should you decide not to continue with study in this area. Yet, if you do intend to further your study of finance, the unit provides a conceptual basis for more advanced study in corporate finance and/or asset pricing.

In addition to the discipline-based learning objectives, the unit seeks to provide opportunity for further enhancement of your fundamental generic skills, including: information searching skill; analysis skills; synthesis skills; presentation skills and discussion skills.

27. Unit Description/Learning Outcomes

On successful completion of this unit, you should be able to:

- Explain the financing and investment decisions as they apply in the corporate finance context.
- Possess a basic working knowledge of the fundamental principals of topics taught in this unit.
- Apply this knowledge to "every-day" financing and investment decisions in corporate finance.
- Prepare and present a short "Board Room" type presentation on a recent topical issue.

28. Unit Description/Staff/Lecturers

Table 7 below lists lecturers and their contact details, the "ID" identifies them in the lecture schedule [see heading "Unit Description/Schedule"].

Table 7: Staff/Lecturers			
Staff	ID	Location (E4A)	Phone (Ext.)
STUBBS, Lindsay (Dr.)	LS	248F	N/A*
TRUUVERT, Toomas (Mr.)	TT	228	8524

* Please contact Dr. Stubbs via email to arrange appointments.

29. Unit Description/Staff/Tutors

Table 8 below lists staff tutors and their contact details. Sessional tutor contact details should be provided in tutorial classes.

Table 8: Staff/Tutors			
Staff	ID	Location (E4A)	Phone (Ext.)
KALOTAY, Egon (Dr.)	EK	E4A513	8490
QI, Annette (Ms.)	AQ	E4A254	9140

30. Unit Description/Staff/Unit

Table 9 below shows the unit staff responsible for the day-to-day administration of the unit.

Table 9: Staff/Unit			
Staff	Function	Location (E4A)	Phone (Ext.)
QI, Annette (Ms.)	Unit-administrator	E4A254	9140
TRUUVERT, Toomas (Mr.)	Unit-convenor	E4A228	8524

31. Unit Description/Unit-outline/Disclaimer

The Unit-convenor reserves the right to on a case-by-case basis interpret and determine situations which may occur but which are not described in this Unit-outline.

32. Unit Description/Schedule: ACCG253 Financial Management 2nd Half Year 2008

Lecture Week & Lecturer ¹	Week (Monday)	Lecture Topic	Lecture Pre-reading ²	Tutorial Week	Tutorial Exercise Set
L01 [TT]	04 Aug	Unit "Preview" & Financial Mathematics Review: <i>"Compound interest" & "Annuities" & "General annuities"</i>	Unit-outline & KZB (2 nd ed.) Ch 2.1-2.7; 3, 4, 5.1-5.3. In TT (1 st ed.).	-	-
L02 [TT]	11	Fisher Framework: <i>"Consumption, investment and the capital market"</i>	PBEHP (9 th ed.) Ch 2. In TT (1 st ed.).	T01 ³	KZB (2 nd ed.) E2.1 A11; E2.2 A4, 9, 20, 23; E2.3 A6, 16; E2.4 A1, 8; E2.7 A1, 8; E3.2 A4, 6; E3.3 A2, 11; E3.4 A6, 8; E3.5 A2, 10; E3.6 A1, 3; E3.7 B2; E4.2 A2, 10; E4.3 A2, 6; E4.4 A5, 7; E4.5 A2, 4; E5.2 A2, 11; E5.3 A2, 5. RTCWJ (4 th ed.) Ch 5 Self-test P5.1-5.8.
L03 [LS]	18	Capital Budgeting I: <i>"Net Present Value and other investment criteria"</i>	RTBWJ (1 st ed.) Ch 8. In TT (1 st ed.).	T02	PBEHP (9 th ed.) Ch 2 Q2, 3, 4, 5. P1, 2, 3, 4, 5. [pp. 144 -] RTCWJ (4 th ed.) Ch 1 Self-test P1.1-1.2.
L04 [LS]	25	Capital Budgeting II: <i>"Making capital investment decisions"</i>	RTBWJ (1 st ed.) Ch 9. In TT (1 st ed.).	T03	RTCWJ (1 st ed.) Ch 8 P14, 22, 24, 25. [pp. 182 -] RTCWJ (4 th ed.) Ch 7 Self-test P7.1-7.3.
L05 [LS]	01 Sep	Security Valuation I: <i>"Interest rates and bond valuation" and "Bonds"</i>	RTBWJ (1 st ed.) Ch 6. KZB Ch 7.1-7.4 & 7.6-7.7 In TT (1 st ed.).	T04	RTCWJ (1 st ed.) Ch 9 P2, 8, 18, 24. [pp. 231 -] RTCWJ (4 th ed.) Ch 8 Self-test P8.1-8.2.
L06 [LS]	08	Security Valuation II: <i>"Equity markets and share valuation"</i>	RTBWJ (1 st ed.) Ch 7. In TT (1 st ed.).	T05	RTCWJ (1 st ed.) Ch 6 P15, 17, 18, 23. [pp. 284 -] RTCWJ (4 th ed.) Ch 6 Self-test P6.1-6.2.
L07 [LS]	15	Asset Pricing I: <i>"Risk and return"</i>	RWJ (8 th ed.) Ch 10. In TT (1 st ed.).	T06	RTCWJ (1 st ed.) Ch 7 P1, 2, 10, 13, 14. [pp. 361 -] Additional T.B.A. RTCWJ (4 th ed.) Ch 16 Self-test P16.1-16.2. ⁵
Mid-semester Break: Saturday 20th September to Sunday 5th October (source: www.mq.edu.au/studymq/dates.html)					
L08 [LS]	06 Oct ⁴	Asset Pricing II: <i>"Risk and return"</i>	RWJ (8 th ed.) Ch 10. In TT (1 st ed.).	T07	RWJ (8 th ed.) Ch 10 Q3, 7, 10. P1, 3, 4, 6, 8. [pp. 407 -]
L09 [TT]	13	Capital Structure I: <i>"Basic concepts"</i>	RWJ (8 th ed.) Ch 15. In TT (1 st ed.).	T08	RWJ (8 th ed.) Ch 10 Q1, 5, 6, 8. P11, 13, 19, 31. [pp. 407 -] RTCWJ (4 th ed.) Ch 11 Self-test P11.1-11.5.
L10 [TT]	20	Capital Structure II: <i>"Cost of capital"</i>	RTBWJ (1 st ed.) Ch 12. In TT (1 st ed.).	T09	RWJ (8 th ed.) Ch 15 Q1, 4, 5, 7, 8. P4, 9, 12, 21. [pp. 456 -] RTCWJ (4 th ed.) Ch 19 Self-test P19.1-19.3.
L11 [TT]	27	Option Valuation I: <i>"Options and corporate finance"</i>	RWJ (8 th ed.) Ch 22. In TT (1 st ed.).	T10	RWJ (8 th ed.) Ch 15 P22, 25. [pp. 457 -] RTCWJ (1 st ed.) Ch 12 P21, 22. [pp. 497 -] RTCWJ (4 th ed.) Ch 17 Self-test P17.1-17.3.
L12 [TT]	03 Nov	Option Valuation II: <i>"Extensions and applications"</i>	RWJ (8 th ed.) Ch 23. In TT (1 st ed.).	T11	RWJ (8 th ed.) Ch 22 P4, 6, 10, 16, 21. [pp. 546 -] RTCWJ (4 th ed.) Ch 20 Self-test P20.1-20.4.
L13 [TT]	10	Unit "Review" & End-of-semester (Final) Examination: "Overview"	L01 - L12.	T12	RWJ (8 th ed.) Ch 22 P22, 25. [pp. 546 -] Ch 23 P1, 3, 5. [pp. 574 -]

¹ Lecturer names and contact details are listed under heading "Unit Description/Staff/Lecturers".

² If a change to "Lecture Pre-reading" occurs, it's announced in lecture and at the On-Line Teaching Facility (OLTF). KZB = Knox, Zima & Brown (2007) Mathematics of Finance. (2nd ed.) Irwin Mc-Graw Hill; PBEHP = Peirson, Brown, Easton, Howard & Pinder (2006) Business Finance (9th ed.) McGraw-Hill; RTCWJ = Ross, Thompson, Christensen, Westerfield & Jordan (2007) Fundamentals of Corporate Finance (4th ed.) McGraw-Hill Irwin; RTBWJ = Ross, Traylor, Bird, Westerfield & Jordan (2007) Essentials of Corporate Finance (1st ed.) McGraw-Hill; RWJ = Ross, Westerfield & Jaffe (2007) Corporate Finance (8th ed.) McGraw-Hill; TT = Financial Management (ACCG253) 2008 (1st ed.). Prepared by Toomas Truuvert.

³ The T01 Tutorial Exercise Set is assigned for review only. It should not be collected for assessment by tutors.

⁴ Monday 6th October is a Public Holiday. Any other lecture and tutorial class where seating is available could be attended this week but ask the lecturer and tutor first. A lecture is audio recorded weekly and is by the end of the week available at the OLTF tab "iLecture".

⁵ Shown as 17.1 & 17.2 in RTCWJ (4th ed.) Ch 16 Self-test (this is an error).