

Capital University of Economics and Business

Overseas Chinese College

Course Syllabus

<u>Year and Semester</u>	2020 Spring (March 2, 2020— July 12, 2020)
<u>Course Name</u>	Financial Management
<u>Course Code</u>	ACCAF9
<u>Course Type</u>	<input type="checkbox"/> General Education (Required) <input type="checkbox"/> General Education (Elective) <input type="checkbox"/> Professional Course (Required) <input checked="" type="checkbox"/> Professional Course (Elective) <input type="checkbox"/> Basic Disciplinary Course
<u>Course Credits</u>	4
<u>Course Hours</u>	60
<u>Prerequisites</u>	Finance
<u>Instructor</u>	Manqiu Wei (Eunice Wei)
<u>Contact Information</u>	Office: C203 Tele: (010) 8395 1085 Email:eunicewei2013@163.com
<u>Office Hour</u>	M 13:30-15:30 T 13:00-15:00 F 13:00-15:00
<u>Learning Centre</u>	M 18:00-20:00 TH 10:00-12:00
<u>Grade/Section</u>	2018ACCA/Y01
<u>Course Time/Place</u>	M: 15:40—17:30 / A108 W: 10:10-12:00 / A108 F: 10:10—12:00 / A108

Textbook

ACCA Financial Management, BPP Learning Media,2020, ISBN 978-1-5097-1680-7

Reference Books

1. Stephen A. Ross. *Corporate Finance, 11th Edition*, China Machine Press, Beijing, ISBN: 978-7-111-58856-6

Course Description

This course aims to prepare students with fundamental knowledge of financial management. Core areas include working capital management, investment appraisal, financing, dividend policy decisions, interest rate risk and exchange rate risk management.

Student Learning Objectives

After completing this course, students should be able to:

- Discuss the role and purpose of the financial management function
- Assess and discuss the impact of the economic environment on financial management
- Discuss and apply working capital management techniques
- Carry out effective investment appraisal
- Identify and evaluate alternative sources of business finance
- Discuss and apply principles of business and asset valuations
- Explain and apply risk management techniques in business

Website Source

- 1 <http://www.wind.com.cn>
2. <http://www.bloomberg.com>
3. <http://www.sse.com.cn/>

Teaching Methods

This course contains lectures, class discussions, homework, quizzes, presentation and exams. Textbook content will be introduced first. Then real case and practice questions will be delivered to students as a way to test their understanding of the knowledge. This will require individual or group assignment in or after class.

Grade Criterion

Component	Weight	Description
Final Test	40%	A cumulative final examination will be given based on all of the contents of the class. The exam paper may be composed of multiple-choice questions, short answer questions, essay questions, problems. Students should rely primarily on homework assignments to give them a sense of what they may see for material on exams.
Mid-Term Test	0%	N/A
Homework	15%	Most of the assigned homework is taken from the Exercises in the textbook. Assignments will be collected at the clearly stated date. Late assignments will not be accepted. The graded assignments will be kept by the tutor for reference and won't be returned to students.
Quizzes	15%	There will be at least 2 quizzes during the semester. Quizzes may or may not be announced in advance. It may also be used as a way to check the attendance. Quizzes will test your knowledge of both concepts and the application of those concepts.
Presentation	10%	The students will be divided into several groups to prepare a presentation. Each student is required to be involved in the presentation. The topics can be selected from the textbook or lectures or course related materials. Each group needs to finish a PPT related to the topic which is given and hand in the related resources to the teacher before the presentation.
Participation	10%	Individuals will be asked to participate individually in a question and answer at least 5 times during the semester. The performances should be counted in their participation.
Attendance	10%	Refer to attendance policy listed below
Total	100%	

Grading Policy

A+ 97-100	A 93-96	A- 90-92	B+ 87-89	B 83-86	B- 80-82
C+ 75-79	C 70-74	C- 67-69	D+ 63-66	D 62-60	F 0- 59

Exam Schedule

Final Test: June 5, 2020 (Global Exam)

Assessment of Student Performance

☞ Self-Study and Reading ability Practice

Instructor will give out the chapters or the reference books to read and use class hours to have discussion; students should be able to show a proactive attitude and ability for self-study and reading. Knowledge and oral English will be elements of homework or presentation score.

☞ Homework

Students should finish their homework by themselves. Copying from others will be treated as cheating and the homework scores will be lowered. Students should hand in all assignments on time. Late assignments will be accepted at the discretion of the instructor (i.e., when the student was ill or had an excused absence). Late assignments without reasonable proof will be reduced in score by 50%.

☞ Attendance

Because the course covers a great deal of material, attending every class session is very important for performing well.

- ♦ Being late for 15 minutes or more is considered an absence.
- ♦ Five hours or above of unexcused absences will result in the lower level of the final grade by one grade band (e.g. from C – to D +). Any excused absence must be discussed directly with the teacher.
- ♦ Absence which is more than 1/3 of the total teaching hours will cause an F (a failing grade) directly.
But students are welcome to continue attending classes.
- ♦ An incomplete grade (I) will be considered in case of medical or family emergencies.

☞ Participation

- ♦ Students should participate in classes actively. Half of participation grade is determined by their presentation in class. They are encouraged to ask questions relevant to the subject and express their own opinions. Every student should respect the ideas, opinions, and questions of their classmates.
- ♦ Students should also use office hours to ask questions or talk with the instructor for good communication and effective learning.
- ♦ Frequent visiting the instructor and chatting in English during office hours is highly recommended.
- ♦ Any misbehavior and non-class related activities in class will result in the lower level of the participation grade, including ringing cell phones.
- ♦ All above behaviors will be solely evaluated by the instructor for scoring.

☞ Textbook

Students must bring the textbook to class.

Topical Course Outline

Week	Date	Topics	Homework
1	Mar.2	<ul style="list-style-type: none"> ● Syllabus ● Chapter 1 Financial management and financial objectives <ol style="list-style-type: none"> 1 The nature and purpose of financial management 2 Financial objectives and the relationship with corporate strategy 3 Stakeholders 4 Measuring the achievement of corporate objectives 5 Encouraging the achievement of stakeholder objectives 6 Not for profit organizations ● Chapter 2 The economic environment for business <ol style="list-style-type: none"> 1 Outline of macroeconomic policy 2 Fiscal policy 3 Monetary policy 4 Exchange rates 5 Competition policy 6 Government assistance for business 7 Green policies 8 Corporate governance regulation 	Practice and Revision kit Questions
	Mar.4	<ul style="list-style-type: none"> ● Chapter 3 Financial markets, money markets and institutions <ol style="list-style-type: none"> 1 Financial intermediaries 2 Financial markets 3 International money and capital markets 4 Rates of interest and rates of return 5 Money market instruments 	Practice and Revision kit Questions
	Mar.6	<ul style="list-style-type: none"> ● Chapter 4 Working capital management <ol style="list-style-type: none"> 1 The nature of working capital 2 Objectives of working capital management 3 Role of working capital management 4 The cash operating cycle 5 Liquidity ratios ● Chapter 5 Managing working capital <ol style="list-style-type: none"> 1 Managing inventories 	Practice and Revision kit Questions
2	Mar.9	<ol style="list-style-type: none"> 2 Managing accounts receivable 3 Managing accounts payable 	Practice and Revision kit Questions
	Mar.11	<ul style="list-style-type: none"> ● Chapter 6 Working capital finance <ol style="list-style-type: none"> 1 The management of cash 2 Cash flow forecasts 3 Treasury management 4 Cash management models 5 Investing surplus cash 6 Working capital funding strategies 	Practice and Revision kit Questions
	Mar.13	<ul style="list-style-type: none"> ● Chapter 7 Investment decisions <ol style="list-style-type: none"> 1 Investment and the capital budgeting process Revision 2 Relevant cash flows 3 Payback period 4 Return on capital employed ● Chapter 8 Investment appraisal using DCF methods <ol style="list-style-type: none"> 1 Discounted cash flow Revision 2 The net present value method 	Practice and Revision kit Questions
3	Mar.16	<ol style="list-style-type: none"> 3 The internal rate of return method 4 NPV and IRR compared 5 Assessment of DCF methods of project appraisal 	Practice and Revision kit Questions

		<ul style="list-style-type: none"> ● Chapter 9 Allowing for inflation and taxation 1 Allowing for inflation 2 Allowing for taxation 3 NPV layout 	
	Mar.18	<ul style="list-style-type: none"> ● Comprehensive Exercise 	
	Mar.20	<ul style="list-style-type: none"> ● Chapter 10 Project appraisal and risk 1 Risk and uncertainty 2 Sensitivity analysis 3 Probability analysis 4 Other risk adjustment techniques 	
4	Mar. 23	<ul style="list-style-type: none"> ● Chapter 11 Specific investment decisions 1 Lease or buy decisions 2 Asset replacement decisions 	Practice and Revision kit Questions
	Mar. 25	<ul style="list-style-type: none"> 3 Capital rationing ● Comprehensive Exercise 	Practice and Revision kit Questions
	Mar. 27	<ul style="list-style-type: none"> ● Chapter 12 Sources of finance 1 Short-term sources of finance 2 Debt finance 3 Venture capital 4 Equity finance and preference shares 5 Islamic finance 	Practice and Revision kit Questions
5	Mar. 30	<ul style="list-style-type: none"> ● Chapter 13 Dividend policy 1 Internal sources of finance 2 Dividend policy 	Practice and Revision kit Questions
	Apr.1	<ul style="list-style-type: none"> ● Chapter 14 The cost of capital 1 Cost of capital 2 Dividend growth model 3 Capital asset pricing model (CAPM) 	Practice and Revision kit Questions
	Apr.3	<ul style="list-style-type: none"> 4 Cost of debt 5 Weighted average cost of capital (WACC) 	—
6	Apr.6	Qing Ming Festival (tentative)	
	Apr.8	<ul style="list-style-type: none"> ● Comprehensive Exercise 	
	Apr.10	<ul style="list-style-type: none"> ● Chapter 15 Gearing and capital structure 1 Gearing 2 Effect on shareholder wealth 3 Finance for small and medium-sized entities 	
7	Apr.13	<ul style="list-style-type: none"> ● Chapter 16 Capital structure 1 Capital structure theories 2 Impact of cost of capital on investments 	
	Apr.15	<ul style="list-style-type: none"> ● Chapter 17 Business valuations 1 The nature and purpose of business valuations 2 Asset valuation bases 3 Income-based valuation bases 4 Cash flow based valuation models 5 Valuation of debt ● Chapter 18 Market efficiency 1 The efficient market hypothesis 2 The valuation of shares 	
	Apr.17	Spring Sports Games	

8	Apr.20	● Chapter 19 Foreign currency risk 1 Exchange rates 2 Foreign currency risk 3 The causes of exchange rate fluctuations	
	Apr.22	4 Foreign currency risk management 5 Foreign currency derivatives	
	Apr.24	● Chapter 20 Interest rate risk 1 Interest rates 2 Interest rate risk 3 The causes of interest rate fluctuations	
9	Apr.27	4 Interest rate derivatives	
	Apr.29	● Comprehensive Exercise	
	May.1	Labor's Day Holiday	
10	May.4	ACCAF9 energizer (Bilingual)	
	May.6	ACCAF9 energizer (Bilingual)	
	May.8	ACCAF9 energizer (Bilingual)	
11	May.11	ACCAF9 energizer (Bilingual)	
	May.13	ACCAF9 energizer (Bilingual)	
	May.15	ACCAF9 energizer (Bilingual)	
12	May.18	ACCAF9 energizer (Bilingual)	
	May.20	ACCAF9 energizer (Bilingual)	
	May.22	ACCAF9 energizer (Bilingual)	
13	May.25	ACCAF9 energizer (Bilingual)	
	May.27	ACCAF9 energizer (Bilingual)	
	May.29	ACCAF9 energizer (Bilingual)	
14	June 1	Global Exam	
	June 3	Global Exam	
	June 5	Global Exam	
15	June 8	Presentation	
	June 10	Presentation	
	June 12	Presentation	

Note: Some chapters or sections may leave for self-study, this is the students' duty to learn and understand, they may also be included in the quizzes or exams.

A review in Chinese may be held during L.C. and O.H. in the semester.

Teacher's Office Hour

- ♦ The instructor's office hour is shown in the front of the office door.
- ♦ Students are suggested to use the instructor's office hour and learning center to ask questions or talk with the instructor once at least per week for good communication and effective learning, which is recorded in the students' participation.
- ♦ The time can be scheduled by instructors or students, or both.

Cheating and Plagiarism

Cheating is not tolerated. Any student caught cheating on a quiz; test or exam will be given a mark of zero (0) for the particular work. At the beginning of the semester the definition of plagiarism will be

carefully explained, when any thoughts or writings of another person are used, they must be clearly identified (usually one uses quotation marks) and the source notes. **If any student is caught cheating on any homework assignment, the highest score the student can earn in that course is a "C".**

Important Dates

Spring Semester, 2020	March 2, 2020— July 12, 2020
March 2	Classes Begin
April.4	Qing Ming Festival (tentative)
Apr.17	Spring Sports
June 15-19	Final Exam Period
June 25	Dragon-Boat Festival

Note: This syllabus is tentative and may be changed or modified throughout the semester. All students will be notified and a new syllabus will be given.

Instructor: Eunice Wei

Department Head: _____

