



COURSE SYLLABUS
COURSE INFORMATION
Course Code: FIN304 Level: Undergraduate Credit: 3
Course Title: Investment and Portfolio Management
PREREQUISITE
N/A
COURSE OVERVIEW
Investment and Portfolio Management is an undergraduate business school course designed to introduce the student to the fundamentals of investing in today's increasingly sophisticated and globalized financial markets. The central concept of the course is understanding the relationship between investment risk and return, and how investors can obtain superior outcomes through asset allocation strategies. Students will also learn how to analyze financial statements. As well, the course will cover the role of financial markets, their function and regulation, and their role in investment strategy. This course will utilize lecture/discussion from the Instructor, in-class exercises, and presentations of assignment from the text. No prior knowledge of investment theory is required for this course, but a basic understanding of economic theory and the use of quantitative analytical methods and tools should prove useful.
LEARNING OUTCOME
Comprehension of the major forms of financial investment, such as equities, bonds, commodities, gold, currency, real estate, collectibles, and alternative investment vehicles (among other forms). 1. Knowledge of what securities markets are and how they function 2. Understanding of how investors manage their investments in terms of a portfolio of choices designed to maximize returns and minimize risk 3. Knowledge of modern portfolio theory and asset allocation 4. Insight into newer and more exotic forms of investment vehicles such as derivatives, futures, and options and their role in portfolio management 5. Understanding of the fundamental regulations and rules that govern investment and how these rules are converging across nations due to globalized capital flows
CLASS HOURS
Lecture: Monday to Friday, 180 minutes each day Discussion Section: One hour each week
LEARNING RESOURCES
Required Textbook
Bodie, A. Kane, & A. Marcus. (2018). <i>Investments</i> . 11th edition. McGraw-Hill.
Reference Books & Online Resources
N/A
Suggested Textbook
N/A
Other Teaching Methods
N/A



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WEEKLY SCHEDULE			
Week	Day	Topic	Reading
1	1	The Investment Environment – Asset Classes; How Securities Are Traded; Mutual Funds and Their Role. Alternative Investment Classes.	Chapter 1 to 4
	2	Portfolio Theory and Practice	Chapter 5 & 6
	3	Risk and Return; Index Models of Investment	Chapter 7 & 8
	4	Investment Theory: Capital Asset Pricing Model (CAPM); Efficient Market Theory. “Behavioral Finance” and Technical Analysis Debate	Chapter 9 to 13
	5	Review of Key Concepts Covered in Week 1 by the Instructor; Written Assignment Due	Assign in Class
2	1	Fixed-Income Securities. Bonds: Prices and Yields; Term Structure; the “Yield Curve”. Managing Bond Portfolios	Chapter 14 to 16
	2	Securities Analysis: Equity Valuation Models; Analyzing Financial Statements.	Chapter 17 to 19
	3	Securities Analysis (Continued) Group Case Presentation	Chapter 17 to 19
	4	Options, Futures, Derivatives and Their Markets. “Alternative Investments and Their Role in Investment Portfolios.	Chapter 20 to 23
	5	Mid-Term Exam	
3	1	Applied Portfolio Management	Chapter 24
	2	International Investment Diversification. Hedge Funds and Their Role in Portfolio Management	Chapter 25 & 26
	3	Active Portfolio Management Theory	Chapter 27
	4	Course Review	Review
	5	Final Exam	
ASSESSMENT			
Assessment Task		Percent (%)	
Attendance/Participation		10%	
Mid-Term Exam		30%	
Group Case Presentation		15%	
Written Assignment		15%	
Final Exam		30%	
Total		100%	



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DETAILS ON GRADE COMPONENTS		
<p>Homework, Class Attendance, and Participation</p> <p>Students are required to attend all classes and participate actively. Students should treat their classroom obligations as they would treat any serious professional engagement. Your participation grade (10% of the total course grade) will be based on the instructor's assessment of how well you contribute to classroom dynamics relative to your class peers; each class member is expected and encouraged to contribute to the dialogue or discussion.</p> <p>It is important that you read the assigned readings as background information on the issue/topic before each class session. The classroom will provide you an opportunity to present your views and opinions on the topics under discussion, and to help you refine your knowledge and perspective of cross-border management based on these interactions.</p> <p>Please note the following: In case of an absence, the student is responsible for the materials and assignments for that class; it is the student's responsibility to contact the course Teaching Assistant regarding absences and assignments that are missed. Students must submit a one-page write-up summarizing any assigned textbook chapter reading for each missed session; this will be due within one week of the missed session. Unexcused absence from five or more scheduled class sessions (which is a total of 33% of this course) will be grounds for failure. If you do have to miss class due to a personal emergency, please let the Teaching Assistant know as soon as possible. Such emergencies will be dealt with on a case-by-case basis.</p> <p>Participation grades will be based on quality (in-class performance that reflects intellectual depth, insightfulness, and contribution to class learning) and quantity (consistency and regularity of performance). Quality counts more. However, one cannot make quality comments without at least some degree of participation, so in this respect quantity will have some weight. But do keep in mind the following when considering your participation in class discussions: sometimes it's better to remain silent and have others think you are unprepared or a bit dim, rather than speaking out and confirming those suspicions.... Accordingly, you are expected to come fully prepared and ready to participate for every class. Be prepared to be called upon to "open" a class discussion by presenting your full analysis and thoughts on the assigned topic at the start of class, or to be asked through a "cold call" for comment in the midst of the discussion.</p> <p>The grading of class participation is necessarily a subjective exercise. However, high-quality comments have one or more of the following characteristics: (1) insightfulness, (2) appropriate application of course concepts, and (3) advancement of the in-class discussion at hand. Some specific criteria for evaluating discussion contributions are:</p> <ul style="list-style-type: none">• Does the student demonstrate an eagerness to participate?• Is the student a good listener? Does he/she build on others' comments?• Is the student willing to interact with other class members?• Are the points made relevant to the discussion? Are they linked to others' comments?• Do comments demonstrate evidence of in-depth analysis of the case?• Do comments add to our understanding of the situation?• Do comments make a substantive contribution to the advancement of our analysis?• Is there a willingness to test new ideas, or are the comments "safe?"		



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<ul style="list-style-type: none">• Do comments show an understanding of concepts or analytical techniques properly applied to the current situation?• Is the student presenting insightful quantitative analysis (when required)?• Is the student demonstrating ethical considerations and insights?														
EXAMINATIONS An in-class mid-term examination will be administered during the end of Week 2, and an in-class final examination will be administered at the end of the course. Details of content, exam format, etc. will be announced in class well before the examination dates.														
ONE-PAGE WRITTEN ASSIGNMENT Each student must submit a one-page written paper (500-word length maximum) at the end of the first week, on a given question (drawn from a set of alternatives) provided by the instructor. The questions for the paper will be provided on the first day of class.														
GROUP CASE PRESENTATION Students will be assigned to a small group and each of these groups will make an in-class presentation of a case taken from the textbook. Details of the issues to be examined and expectations of the presentations (e.g., length, format) will be provided in class.														
COURSE GRADING														
Upon completion of this course, you receive a final grade. The final grade is a letter grade that carries with it a numerical value, as outlined below.														
<table border="1"><thead><tr><th>Grade</th><th>Percentage %</th></tr></thead><tbody><tr><td>A</td><td>80-100</td></tr><tr><td>B</td><td>70-79</td></tr><tr><td>C</td><td>60-69</td></tr><tr><td>D</td><td>50-59</td></tr><tr><td>E</td><td>0-49</td></tr></tbody></table>			Grade	Percentage %	A	80-100	B	70-79	C	60-69	D	50-59	E	0-49
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B	70-79													
C	60-69													
D	50-59													
E	0-49													
For Post-Graduate Students To pass this subject, students are required to obtain Grade B or above in order to satisfy all the intended learning outcomes.														
For Undergraduate Students To pass the subject, students are required to obtain Grade C or above in order to satisfy all the intended learning outcomes.														
ACADEMIC INTEGRITY & ACCOMMODATION														



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Classroom Protocol Students are expected to attend class regularly, arrive promptly, have completed the required readings for the session before coming to class, and participate thoughtfully in all in-class activities. Cell phones must be turned off and stowed at all times. Lecture notes and/or PowerPoint slides are available on Canvas. Class materials should be downloaded from the course website and brought to class either as a hard copy or on your laptop.		



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ACADEMIC INTEGRITY & ACCOMMODATION		
<p>Laptops and tablets are permitted in the class for class-related purposes ONLY, and their use will be closely supervised by the instructor. If any student is found to be using a laptop or tablet for non-class purposes, the student will be prohibited from using the device(s) in class for the remainder of the semester.</p> <p>Please make a sincere attempt to arrive on time. If you arrive late, please enter the classroom quietly. It is difficult to educate fellow classmates with constant interruptions at the door. If you miss a class, given the size of this class, it is your responsibility to catch up.</p>		
UNIVERSITY POLICIES		
General Expectations, Rights and Responsibilities of the Student		
<p>As members of the academic community, students accept both the rights and responsibilities incumbent upon all members of the institution. Students are encouraged to familiarize themselves with the university's policies and practices pertaining to the procedures to follow if and when questions or concerns about a class arises. In general, it is recommended that students begin by seeking clarification or discussing concerns with their instructor. If such conversation is not possible, or if it does not serve to address the issue, it is recommended that the student contact the program administrator as a next step.</p>		
Academic Integrity		
<p>Your commitment, as a student, to learning is evidenced by your enrollment at the university. You are expected to be honest in all your academic course work. Faculty members are required to report all infractions to the program administrator.</p> <p>Using the ideas, data, or language of another without specific or proper acknowledgement is dishonest. We will not accept work that includes copied and pasted information; all information or ideas included in your assignments must be in your own words. If you use ideas of others, whether they are "experts" writing for websites, friends from class, or other individuals, you must provide proper citations and references in the assignment.</p>		
Campus Policy on Disabilities		
<p>If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please notify the instructor or program administrator as soon as possible, in order to make the appropriate accommodation.</p>		
Accommodation to Students' Religious Holidays		
<p>It is the responsibility of the student to inform the instructor, in writing, about such holidays before the add deadline at the start of each semester. If such holidays occur before the add deadline, the student must notify the instructor, in writing, at least three (3) days before the date that he/she will be absent. It is the responsibility of the instructor to make every reasonable effort to honor the student request without penalty, and of the student to make up the work missed.</p>		