



**Faculty of Liberal Arts & Professional Studies  
School of Administrative Studies**

**Introduction to Financial Management  
GS/DMGM 5060 1.50 Cr  
Winter 2025 Course Outline  
[Updated November 24, 2024]**

**Course Information**

Instructor:	Kwan Ho Fok
Email:	<a href="mailto:kwanhof@yorku.ca">kwanhof@yorku.ca</a>
Course Days & Time:	Mondays at 7:00 – 10:00pm
Class Locations:	<b>MK 4000 (Markham Campus)</b>
Class Dates:	January 6, 13, 17, 24, February 3, 10
Course Website:	<a href="https://eclass.yorku.ca">https://eclass.yorku.ca</a>

**Please note:** You need to be registered and have a York Passport ID for website access.

**\*Please include "DMGM5060" at the beginning of the email subject line when you send an email**

**Required Course Materials**

There is one required text for this course.

Ross, *Westerfield, Jaffe, Driss*, Corporate Finance, 9<sup>th</sup> Canadian Edition, McGraw-Hill Ryerson Ltd. Canada, 2022, ISBN: 9781260881370

***Connect is required to complete the online course assignments.*** Students can purchase Connect Access Codes through the YorkU Bookstore or online at the McGraw Hill website: <https://www.mheducation.ca/product/corporate-finance-9781260881370-can-group>.

**Purchase Options**

1. Physical Textbook + Connect package (eBook/SmartBook + Assignments)
2. Connect eBook/SmartBook + Assignments

**Course Description**

DMGM5060 is designed to introduce basic financial management concepts within an organization. Financial management guides how organizations make financial decisions that effectively manage their operations and fund them from an optimal perspective. This course will cover principle topics including time value of money, capital budgeting, corporate financial planning and an overview of cash and credit management.

## **Course Learning Objectives**

The overall objectives of the course are to:

1. Calculate and interpret time value of money.
2. Help students understand the components of cost of capital.
3. Assist students in understanding how to evaluate the cost of debt, preferred stock, and common stock as sources of capital.
4. Introduce students to the concept of capital budgeting and performing net present value analysis.
5. Assist students in understanding the importance of how to prepare an entity's budget and how it is connected to long-term financing.

## **Land Acknowledgment**

York University recognizes that many Indigenous Nations have longstanding relationships with the territories upon which York University campuses are located that precede the establishment of York University. York University acknowledges its presence on the traditional territory of many Indigenous Nations. The area known as Tkaronto has been care taken by the Anishinabek Nation, the Haudenosaunee Confederacy, and the Huron-Wendat. It is now home to many First Nation, Inuit, and Métis communities. We acknowledge the current treaty holders, the Mississaugas of the Credit First Nation. This territory is subject of the Dish with One Spoon Wampum Belt Covenant, an agreement to peaceably share and care for the Great Lakes region ([LA&PS Land Acknowledgement](#)).

## **Course Evaluation and Grades**

Grades are a measure of the performance of a student in individual courses. Each student shall be judged on the basis of how well they have command of the course materials.

Class participation	<i>Ongoing see schedule</i>	20%
Connect SmartBook pre-lecture work	<i>Ongoing – see Connect schedule</i>	10%
Connect Homework post-lecture work	<i>Ongoing – see Connect schedule</i>	20%
Financial Management Assignment	To be announced on eClass	20%
Final Examination (cumulative)	To be announced on eClass	<u>30%</u>
Total		<u>100%</u>

*\*Logistics for assessments will be posted on eClass closer to the assessment date.*

## **Course Components**

### Lectures

Attending class lectures is essential to help you better understand course materials and provide you with chances to ask the Course Director course-related questions face to face.

### Class Participation (20%)

Class attendance and participation is important to assist your understanding of the course material. Participation in class discussions is an essential part of learning and an engaging way to learn about the material. Class participation will also assist with the development of soft skills, including interpersonal skills, which are critical when presenting your financial management

ideas and in your future career. The assessment of class participation will be a combination of **quantity and quality** of your participation. This is a safe learning environment and all participation is encouraged and there will be no penalty for incorrect answers. Note that class attendance does not provide participation marks. If you attend without participation, your participation mark will be very low. Further information will be discussed in the first week of class.

### Pre-lecture SmartBook (10%) and Post-lecture Homework (20%) Assignments

Pre-lecture SmartBook Assignments are accessed through your Connect account. You are required to complete the Assignments for the chapter(s) covered **before** the lecture, with the exception of week 1, which will be due before Lecture 2. This must be completed individually. Assignments include quiz-type questions for you to self-assess your understanding after you have finished reading each chapter. Students have unlimited attempts for SmartBook questions. **The SmartBook assignments will be accessible at least one week before the chapter is covered and due on Sundays at 9:00pm before the week the chapter is covered.** There will be 9 chapters to complete over the term. All scores will be counted toward your pre-lecture Assignment grade.

Post-lecture Homework Assignments are accessed through your Connect account. **Homework will be accessible on Mondays at 9:00pm and are due on Saturdays at 9:00pm.** Homework must be completed individually and include quantitative and algorithmic questions. There will be 6 to complete over the term. Students are allowed 3 attempts and **only your best score will be recorded when exporting your Connect Assignment grades.** There is no time limit for each attempt. Students can work on these assignments over time and their work and progress will be saved. All scores will be counted toward your Homework Assignment grade.

The weight from missed Connect SmartBook and Homework Assignments cannot be transferred to other assessments. **Late submissions for SmartBook and Homework Assignments will not be accepted and failure to successfully submit before the deadline will result in a mark of zero as the solutions will be released right after the due dates.** It would be wise to review the solutions right after due dates to reinforce learning and to take timely corrective action on questions not successfully completed.

**Assignment feedback will only be provided after the due date for each Homework Assignment has passed.** To access the available feedback after the due date has passed, please follow the steps below:

1. Click "See Report" next to any submitted assignment.
2. On the next screen, find the assignment for which you would like to view feedback.
3. Click into your final attempt.
4. You should see each question with detailed feedback.

**Note:** Students who make less than 3 attempts may need to wait a few days for the feedback report to appear. Students who complete all 3 attempts *or* score 100% on one of the attempts can access the feedback immediately after the due date has passed. It is recommended for students to complete all 3 attempts.

### Financial Management Assignment (20%)

Details will be provided in class and posted on the course announcements. The focus of this assessment is to provide students with an opportunity to apply their knowledge and understanding of financial management in a simulated scenario.

### Final Examination (30%)

Details will be provided in class and posted on the course announcements. The final examination will be cumulative for all course material and the focus is to provide students with an opportunity to demonstrate their understanding of financial management concepts.

### Bonus Mark (1%)

At the Course Director's discretion, students in this course may receive a 1% bonus if 70% or more of them complete the online course evaluation. The Course Director will explain the importance of evaluations and provide time in class for completing the evaluation.

### **Concerns with Marking**

If you have any concern with the marking of your work, contact your Course Director through email to have your concern addressed. Note, as there is a certain amount of judgment in marking, the entire exam or assignment may be re-marked, and the overall mark could go up, stay the same, or go down.

### **Contact Information**

*For all computing issues, please contact: [helpdesk@yorku.ca](mailto:helpdesk@yorku.ca).*

*For all administrative questions, textbook materials, and chapter problems, please contact the Course Director. The Course Director will answer all administrative questions and questions related to the textbook materials. It is important that your email to the Course Director is properly labeled and shows the calculations that you have made. Make sure you send your message from your yorku.ca email account. For security reasons, emails sent from other sources, including Gmail/Hotmail may not receive a response. Make sure to include your name and student number in all your emails. This course has many students, it is important for you to follow the email protocol. Messages that do not follow the above email protocol might be returned to you asking for re-submission or might be recognized as junk mail and will not be addressed.*

## **Course Website**

All course materials will be posted on the eClass website under the course code DMGM5060. You will have to log in with your York Passport account to gain access.

The website contains:

- This course outline
- Lecture slides
- Assessment information
- Announcements on all important matters in the course. You should check these several times a week.

## **Computing Requirements**

This course has an extensive computer interface and you will need access to a multi-media computer with a high-speed Internet connection. **You may be asked to bring and use your own laptop to write your final examination.** The most recent versions of Adobe Reader and Apple QuickTime or VLC Media Player are required to view course materials, available by free download from [www.adobe.com](http://www.adobe.com), [www.quicktime.com](http://www.quicktime.com), or <https://www.videolan.org/>, respectively. A computer and speakers (or headphones) will be required to read and listen to the recorded material that complements the text. 'Adobe Reader' and 'QuickTime' are needed to view the multimedia clips that illustrate and explain the concepts. There are free computer labs on campus for registered students who do not possess these computing resources. Campus computers do not have speakers, so you will have to supply your own headphones.

## **University Regulations and Procedures**

### **Missed Assignments**

An Attending Physician's Statement (APS) form is *not* required for missed assessments, however may be required for prolonged illness. You could find the APS from the following link: <https://myacademicrecord.students.yorku.ca/pdf/attending-physicians-statement.pdf?tab=3>. Any request for deferred standing on medical grounds must include an Attending Physician's Statement form, a "Doctor's Note" will not be accepted. DSA Form: [http://www.registrar.yorku.ca/pdf/deferred\\_standing\\_agreement.pdf](http://www.registrar.yorku.ca/pdf/deferred_standing_agreement.pdf). Attending Physician's Statement form: <http://registrar.yorku.ca/pdf/attending-physicians-statement.pdf>.

SmartBook and Homework Assignments **CANNOT** be transferred.

### **Academic Integrity**

As a student at York University, you have a responsibility to both understand and uphold the integrity of the academic experience. The Faculty of Liberal Arts & Professional Studies supports the International Center for Academic Integrity's [definition of academic integrity](#). That is, you will be committed to acting in all academic matters, even in the face of adversity, with honesty, trust, fairness, courage, respect and responsibility. Here is how you can demonstrate academic integrity in the completion of this course:

- **Respect the ideas of others:** Your course work should represent your own knowledge and ideas. You should not falsely claim credit for ideas that are not your own, by presenting another's work as yours.

- **Respect your peers:** In test situations and assignments, don't share or receive answers with or from your peers, whether in-person or online (e.g., in group chats and/or on [third-party content-sharing websites](#), such as Chegg, Course Hero, etc.). Both aiding and cheating are breaches of academic honesty and are violations of York University's academic honesty policy.
- **Respect your Course Director:** Understand what your Course Director is asking of you in class, as well as on assessments. If you are unsure, ask the Course Director, who is committed to making you feel supported and want to assess you fairly and with integrity. Please do not submit the same piece of work for more than one course without your Course Director's permission. That can be considered an act of cheating.
- **Respect yourself:** When you act with integrity, you know that your work is yours and yours alone. You do not allow others to take tests for you. You do not buy or otherwise obtain term papers or assignments. You do the work. As a result, you know that you *earned* the grades that you receive, so you can be proud of your York degree. By acting with integrity in your course work, you are also practicing a valuable professional skill that is important in all workplaces.
- **Take responsibility:** If you have acted in an academically dishonest way, you can demonstrate courage and take responsibility for your mistake. You can admit your mistake to your Course Director as soon as possible.

Students who engage in academic dishonesty can be subject to disciplinary action under the [Senate Policy on Academic Honesty](#). Your lack of familiarity with the Senate Policy does not constitute a defense against its application. Some academic offences can also constitute offences under the [Criminal Code of Canada](#), which means that you may also be subject to criminal charges.

### **Intellectual Property**

Course materials are designed for use as part of this DMGM course at York University and are the intellectual property of the Course Director unless otherwise stated. This can include, but is not limited to lecture notes; handouts and recordings; assignment handouts and instructions; spoken and written presentations; audio and video recordings; PowerPoint slides; and questions and/or solution sets of assignments, assessments, and final examinations.

Third-party copyrighted materials (such as book chapters, journal articles, music, videos, etc.) have either been licensed for use in this course or fall under an exception or limitation in Canadian copyright law. Students may not publish, post on an Internet site, sell, or otherwise distribute any course materials or work without the Course Director's express permission. Copying this material for distribution (e.g., uploading material to a commercial third-party website) may lead to a charge of misconduct according to York's [Code of Student Rights and Responsibilities](#), the [Senate Policy on Academic Honesty](#), and/or legal consequences for copyright violations.

Course materials should only be used by students enrolled in this course.

## **Grading Scheme and Feedback Policy**

The grading scheme (i.e., kinds and weights of assignments, essays, exams, etc.) shall be announced, and be available in writing, within the first two weeks of class. Under normal circumstances, graded feedback worth at least 15% of the final grade for Fall, Winter or Summer Term, and 30% for 'full year' courses offered in the Fall/Winter Term be received by students in all courses prior to the final withdrawal date from a course without receiving a grade, with the following exceptions:

*Note: Under unusual and/or unforeseeable circumstances which disrupt the academic norm, Course Directors are expected to provide grading schemes and academic feedback in the spirit of these regulations, as soon as possible. For more information on the Grading Scheme and Feedback Policy, please visit: <https://secretariat-policies.info.yorku.ca/policies/grading-scheme-and-feedback-policy/>.*

## **Reappraisals**

Students may, with sufficient academic grounds, request that a final grade in a course be reappraised (which may mean the review of specific pieces of tangible work). Non-academic grounds are not relevant for grade reappraisals; in such cases, students are advised to petition to their home Faculty. Students are normally expected to first contact the Course Director to discuss the grade received and to request that their tangible work be reviewed. Tangible work may include written, graphic, digitized, modeled, video recording or audio recording formats, but not oral work. Students need to be aware that a request for a grade reappraisal may result in the original grade being raised, lowered or confirmed. For reappraisal procedures and information, please visit the Office of the Registrar site at: <http://myacademicrecord.students.yorku.ca/grade-reappraisal-policy>.

## **Accommodation Procedures**

LA&PS students who have experienced a misfortune or who are too ill to attend the final examination in a DMGM course should not attempt to do so; they must pursue deferred standing. Other students should contact their home Faculty for information. For further information, please visit: <http://ds.info.yorku.ca/academic-support-accomodations/>.

## **Religious Observance Accommodation**

York University is committed to respecting the religious beliefs and practices of all members of the community, and making reasonable and appropriate [accommodations to adherents for observances of special significance](#). Should the final examination date conflict with a date of religious significance, please contact the Course Director within the first three (3) weeks of class. For more information on religious accommodation, please visit: <https://w2prod.sis.yorku.ca/Apps/WebObjects/cdm.woa/wa/regobs>.

## **Academic Accommodation for Students with Disabilities (Senate Policy)**

The nature and extent of accommodations shall be consistent with and supportive of the integrity of the curriculum and of the academic standards of programs or courses. Provided that students have given sufficient notice about their accommodation needs, instructors shall take reasonable steps to accommodate these needs in a manner consistent with the guidelines established hereunder. For more information, please visit the Counselling and Disability Services website at <http://www.yorku.ca/dshub/>. For more information on alternate exams, please visit <http://www.yorku.ca/altexams/>. Please let your Course Director know as early as possible in the term if you anticipate requiring academic accommodation so that we can discuss how to consider your accommodation needs within the context of this course. Sufficient notice is needed so that reasonable steps for accommodation can be discussed.

Accommodations for examinations normally require three (3) weeks (or 21 days) before the scheduled examination to arrange.

**For relevant University/Faculty of LA&PS/School regulations please check:**  
<http://sas.laps.yorku.ca/students/>.

Please also review the following course policies:

## **Using Generative Artificial Intelligence in this Course**

Students are not permitted to use generative artificial intelligence (AI) in this course. Submitting any work created through the use of generative AI tools will be considered a violation of York University's [Senate Policy on Academic Honesty](#). If you do not know whether an online resource or tool can be used in this course, please contact your Course Director for guidance. For more information, please review [AI Technology & Academic Integrity: Information for Students](#).

## **Turnitin**

To promote academic integrity in this course, students will normally be required to submit their assessments to Turnitin (via the course's eClass site) for a review of textual similarities and the detection of possible plagiarism. In so doing, students will allow their material to be included as source documents in the Turnitin.com reference database, where they will be used only for the purpose of detecting plagiarism. The terms that apply to the University's use of the Turnitin service are described on the Turnitin.com website. York students may opt out of using Turnitin. If you wish to opt out, you should contact your Course Director as soon as possible.

## **Student Conduct in the Learning Environment**

York University is committed to fostering teaching and learning environments that are free of disruptive and/or harassing behaviour, are physically safe, and conducive to effective teaching and learning. Students and Course Directors are expected to maintain a professional relationship characterized by courtesy, civility, and mutual respect and to refrain from actions disruptive to such a relationship. Individuals who fail to adhere to such standards and who violate University or public law may be subject to disciplinary action by the University.

For more information, see the policies on [Disruptive and/or Harassing Behaviour in Academic Situations](#), the [Student Conduct and Responsibilities](#), and the [Code of Student Rights & Responsibilities](#).



### Connect Registration Instructions

Connect is required to complete the online SmartBook and Homework assignments.

Please see course eClass website for registration instructions.

\* Please ensure that you register on Connect using the exact name as you are registered with York, paying attention to the order of your first and last name. Failure to enter your correct name and YorkU student ID in the correct profile boxes may result in a mark of zero for your final SmartBook and Assignment grades.

### Connect Support

For any questions or issues related to Connect, submit a support ticket with the McGraw-Hill Care Centre by going to <https://mh.my.site.com/CXG/s/ContactUs>. You will be issued a case or reference number. Please keep for your records.

### Connect SmartBook and Homework Assignments Schedule (subject to revision)

Topic Starts	SmartBook Assignments	Start Date	Due Date	Homework Assignments	Start Date	Due Date
Jan 6	Chapter 4 & 5	Jan 6	Jan 12	Assignment 1	Jan 6	Jan 11
Jan 13	Chapter 6	Jan 6	Jan 12	Assignment 2	Jan 13	Jan 18
Jan 20	Chapter 7	Jan 13	Jan 19	Assignment 3	Jan 20	Jan 25
Jan 27	Chapter 8	Jan 20	Jan 26	Assignment 4	Jan 27	Feb 1
Feb 3	Chapter 15 & 27	Jan 27	Feb 2	Assignment 5	Feb 3	Feb 8
Feb 10	Chapter 28 & 29	Feb 3	Feb 9	Assignment 6	Feb 10	Feb 15

#### **Important Notes:**

SmartBook Assignments should be done **before** the topic is covered in lecture.

Homework Assignments are released **after** the topic is covered in lecture.

**Weekly Class Schedule (subject to revision)**

<b>Class</b>	<b>Topic Starts</b>	<b>Topic</b>	<b>Readings</b>	<b>Pre and Post Assignments</b>
1	Jan 6	Financial Markets and Net Present Value: First Principles of Finance  The Time Value of Money	Chapter 4  Chapter 5	Post: SmartBook Post: Homework
2	Jan 13	How to Value Bonds and Stocks	Chapter 6	Pre: SmartBook Post: Homework
3	Jan 20	Net Present Value and Other Investment Rules	Chapter 7	Pre: SmartBook Post: Homework
4	Jan 27	Net Present Value and Capital Budgeting	Chapter 8	Pre: SmartBook Post: Homework
5	Feb 3	Long-Term Financing – An Introduction  Short-Term Finance and Planning	Chapter 15  Chapter 27	Pre: SmartBook Post: Homework Post: Assignment (TBA)
6	Feb 10	Cash Management  Credit Management	Chapter 28  Chapter 29	Pre: SmartBook Post: Homework
February 13		Final Examination (Comprehensive)		

Visit <https://www.yorku.ca/gradstudies/students/current-students/registration-enrolment/important-dates/> for drop dates.