



DEPARTMENT OF Business
COURSE OUTLINE – WINTER 2013
BA 2730: Investment Funds

INSTRUCTOR: Lori Bombier **PHONE:** 780-539-2711
OFFICE: C406 **E-MAIL:** lbombier@gprc.ab.ca

OFFICE
HOURS: Tues. & Thurs. 11:30 – 12:50

PREREQUISITE(S)/COREQUISITE: BA 1050 or consent of instructor

REQUIRED TEXT/RESOURCE MATERIALS: Fundamentals of Investments: Valuation and Management. Jordan, Miller, Yuce. Second Canadian Edition. McGraw-Hill Ryerson

CALENDAR DESCRIPTION: This course offers an overview of the customers and products involved in the financial marketplace. It introduces the student to client objectives and types. Securities, financial markets, and investment portfolios are also examined. A review of mutual funds is undertaken focusing on the different types of funds, their fees and services, and how to select a fund.

CREDIT/CONTACT HOURS: BA 2730 is a 3 credit course consisting of 45 hours of instruction

DELIVERY MODE(S): BA 2730 consists of three hours of lecture per week.

OBJECTIVES:

- Be able to guide clients in their selection of mutual funds and related investment products.
- Be able to confidently describe and discuss with clients the risk/return characteristics of the different fund types.
- Be able to ensure product suitability
- Be able to provide superior customer service with respect to mutual fund investments

TRANSFERABILITY:

**** Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.**

Block transfer post-diploma agreements have been made with the following institutions: Athabasca University (including the GPRC on-campus AU 2+1 and 2+2 Bachelor of Management degree), University of Lethbridge, Lakeland College, Okanagan College, Thompson Rivers' University, and Royal Roads University. Students intending to transfer to a post-secondary institution to take advantage of a transfer opportunity are advised to check with the appropriate college/institute for the latest transfer information as acceptance of transfer is at the discretion of the receiving college.

GRADING CRITERIA:

Stock Market Game	25%
Mid Term	25%
Quizzes	15%
Final Exam	35%

Grades will be assigned on the Letter Grading System.

Business Administration and Commerce Department

Grading Conversion Chart

Alpha Grade	4-point Equivalent	Percentage Guidelines	Designation
A ⁺	4	94 – 100	EXCELLENT
A	4	90 – 93	
A ⁻	3.7	85 – 89	FIRST CLASS STANDING
B ⁺	3.3	80 – 84	
B	3	76 – 79	GOOD
B ⁻	2.7	72 – 75	
C ⁺	2.3	68 – 71	SATISFACTORY
C	2	64 – 67	
C ⁻	1.7	60 – 63	
D ⁺	1.3	55 – 59	MINIMAL PASS
D	1	50 – 54	
F	0	0 – 49	FAIL

EXAMINATIONS:

The midterm will be written approximately at the end of week 7.

The final examination will be scheduled during the exam week by the registrar's office.

The stock market game will be due March ?. Materials for the stock market game will be discussed and dispersed in class. Any late assignments will be deducted 10% per day.

*** All quizzes, mid-terms and finals will be written as scheduled.**

***No rewrites will be given on missed quizzes or midterms. If there is an excusable absence the weighting of the missed quiz/exam will be added to the final exam weighting.**

STUDENT RESPONSIBILITIES:

Academic Regulations

Debarred From Exams

“You may be **refused permission to write a final examination** in a course on the advice of the instructor concerned. This usually happens when absences are excessive or if significant parts of required assignments or lab work are not completed.” The definition of excessive absences in this class will be more than 4.

- **It is the student’s responsibility to arrive on time and remain for the duration of scheduled classes and related activities.**
- **It is the student’s responsibility to respect the instructor’s right to enforce the attendance requirements for the course.**
- **It is the student’s responsibility to respect the instructor’s right to determine the course content, instructional methodology, evaluation procedures and the frequency of evaluation within the guidelines set for the course and approved by the department.**
- **It is the student’s responsibility to respect the instructor’s right to set deadlines for assigned work, to expect assignments to be submitted at the times specified, and to establish penalties for failure to comply with deadlines.**
- **It is the student’s responsibility to respect the instructor’s right to expect assignments to be neatly presented (typed or, if hand-written, double spaced) with appropriate identification (name, student number, course title).**
- **It is the student’s responsibility to respect the instructor’s right to expect that any work submitted by a student is his/her own. It is the student’s obligation to know what plagiarism and other forms of cheating are, and to know the consequences.**
- **It is the student’s responsibility to write tests and final examinations at the times scheduled by the instructor or the Office of the Registrar.**
- **It is the student’s responsibility to complete course work and assignments missed when absent. Participation in optional activities such as athletic events or student exchanges, etc. does not reduce the student’s academic responsibility.**
- **It is the student’s responsibility to familiarize him/herself with the procedures to be followed when writing College examinations.**
- **It is the student’s responsibility to respect the instructor’s right to appropriate classroom deportment by all students. Should a student be disruptive and/or disrespectful, the instructor has the right to take action to exclude the disruptive student from learning**

STATEMENT ON PLAGIARISM AND CHEATING:

Please refer to the College calendar regarding plagiarism, cheating and the resultant penalties. These are serious issues and will be dealt with severely.

COURSE SCHEDULE/TENTATIVE TIMELINE:

Week	Topic
1	Ch. 1
2	Ch. 2
3	Ch. 2
4	Ch. 3
5	Ch. 4
6	Ch. 5
7	Ch. 6
8	Ch. 7
9	Ch. 8
10	Ch. 14
11	Ch. 19
12	Ch. 20
13	Review