

DEPARTMENT Business & Office Administration

COURSE OUTLINE – Fall 2026

BA2030 (A2): Financial Management – 3 (3-0-0) UT 45 Hours for 15 Weeks

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation, and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land, and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

INSTRUCTOR:	Abigail Head, CPA, CMA, MBA	PHONE:	780-539-2712
OFFICE:	C304	E-MAIL:	ahead@nwpolytech.ca
OFFICE HOURS:	Monday & Wednesday 11:30 PM to 12:30 PM & by appointment		

CALENDAR DESCRIPTION:

The objectives of financial management and financial decision making are explored in this course. The approach is practical in nature, with an emphasis on cash flow analysis, working capital management, and financial planning.

PREREQUISITES: BA1050 Business Mathematics & BA1120 Principles of Accounting

COREQUISITE(S): None

REQUIRED MATERIALS:

- PRINT TEXT/E-BOOK + CONNECT + PROCTORIO**
Brealey et al. (2024). Fundamentals of Corporate Finance, 8th Canadian Edition.
McGraw Hill Ryerson Limited.

This text/e-Book includes Connect with SmartBook Online Access. The text/e-Book will be used extensively. Students must purchase the McGraw Hill Connect (Connect) print text/e-Book with SmartBook online access. Students must have a Connect access code to access online course resources used for evaluations for the duration of the course. It is the student's choice if they purchase a new print text with a Connect access code *or* an e-book with a Connect access code. If students buy a used print text, a Connect access code must be purchased separately. **Note: time zone must be set to Canada/Mountain time for the duration of the course.**

Students must download and utilize Proctorio through McGraw Hill Connect for the duration of the course. Connect supports several operating systems and browsers. See the required Connect operating systems and browsers at [McGraw Hill System Requirements](#).



2. FINANCIAL CALCULATOR

Texas Instruments (BA II Plus), Hewlett-Packard (HP-10B II), *or* Sharp (EL-738) (recommended & used in BA1050). The above calculators and pre-approved translation devices are the *only* electronic devices allowed during quizzes, tests, and examinations. Cell phones, programmable calculators, and other electronic devices may not be used in quizzes, testing, or examinations.

3. SYSTEM, BROWSER, DEVICE, AND SETTINGS REQUIREMENTS (plus Proctorio)

Students should use the Chrome browser (latest version and two previous) for Connect Assignments; access to assignments will be blocked on all other browsers.

System requirements for McGraw Hill Connect, including supported browsers, devices, and settings may be found at [McGraw Hill Digital Technical Support](#) and [Proctorio Minimum System Requirements](#).

Proctorio Student Orientation may be accessed at [Proctorio Student Orientation Video](#)

4. COURSE MANAGEMENT SYSTEM:

NWP uses myClass (D2L) online course management system. In myClass, see the BA2030 course home page for important course information and grades. To access click [myClass](#).

DELIVERY MODE(S): On-campus (attend on-campus, in-person)

This type of course will be delivered on campus in a specific location which will be indicated on the student timetable. Students are expected to fully attend in person and participate in class activities.

LEARNING OUTCOMES:

Upon completion of this course, the student will be able to:

- Describe the role of the financial manager, major financial decisions, organizational structures, and conflicts between managers and owners.
- Explain the objectives of financial management and the financial implications of different forms of business organization.
- Distinguish between accounting values and market values, accounting income, and cash flow, and apply relevant tax concepts.
- Analyze financial statements to identify and calculate sources and uses of cash.
- Prepare standardized and pro-forma financial statements to support comparison, planning, and trend analysis.
- Calculate and interpret key financial ratios.
- Calculate financing needs and evaluate challenges in financial planning.
- Apply time value of money concepts to determine present and future values, investment returns, periods, payments, etc.
- Use discounted cash flow techniques to value cash flows, investments, and loans.

- Evaluate financial planning decisions using tools like cash flow projections, net working capital, and budgeting, etc.

TRANSFERABILITY:

Please consult the Alberta Transfer Guide for more information. You may check to ensure the transferability of this course at the Alberta Transfer Guide main page called [Transfer Alberta](#).

****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.

EVALUATIONS:

Assignments	10%
Quizzes	10%
Term Test I	20%
Term Test II	20%
Final Examination (2 Hours) (Comprehensive)*	40%
Total	100%

*In order to receive credit for BA2030, you must achieve 50 percent on the final examination and a course composite grade of at least D (50%).

Students are encouraged to complete all assignments, quizzes, tests, and exam(s). Students will receive a zero (0) for missed assignments, quizzes, tests, and exam(s). No rewrites, deadline extensions, bonus assignments, and/or tests are available to improve your grade. It is important to complete all evaluations as scheduled and to the best of your abilities before preannounced due date; see Course Schedule and Tentative Timeline.

Assignments:

Assignments will be available through Connect Smartbook (Connect). Assignments must be taken with Connect Proctorio (setup required), which blocks/disables 'copy and paste' and printing. No video or audio is recorded during assignments. Students are permitted 2 (two) attempts per assignment before the submission due date in Connect. Connect will automatically submit assignments on the preannounced due date. Missed and/or incomplete/blank assignments will be assigned a grade of zero. Study attempts after assignment deadlines are available and will not change posted grades.

Term Tests and Quizzes:

Quizzes will be administered throughout the semester. Term tests are tentatively scheduled for October 6 and November 17. Unexcused absences during a term test or quiz will be assigned a grade of zero. Students with absences in excess of four (4) classes will be refused the ability to move any quiz and/or term test weightings to the final examination. Note: For excused absences, the weighting of *only one term test* or quiz may be transferred to the final exam; at the instructor's discretion.

Final Exam:

The two-hour final exam will be written as scheduled by the Registrar's Office during the exam period from December 12 – 19. Do not plan activities or trips during this time. Unexcused absences will be assigned a grade of zero. Students who submit a blank or substantially incomplete exam will not be eligible for a repeat final examination. Students may be refused permission to write the final examination on the advice of the instructor. This usually happens when there are more than four class absences, if significant assessments like assignments, quizzes, terms tests, and/or exam(s) are not submitted before deadlines and graded, and/or if the student is mathematically unable to pass the course, even by scoring 100% on the final exam; see Examination Policy and Debarred from Examinations at [Policies Directory](#).

GRADING CRITERIA: Please note that most universities will not accept your course for transfer credit **IF** your grade is **less than C-**.

Alpha Grade	4-point Equivalent	Percentage Guidelines		Alpha Grade	4-point Equivalent	Percentage Guidelines
A+	4.0	95-100		C+	2.3	67-69
A	4.0	85-94		C	2.0	63-66
A-	3.7	80-84		C-	1.7	60-62
B+	3.3	77-79		D+	1.3	55-59
B	3.0	73-76		D	1.0	50-54
B-	2.7	70-72		F	0.0	00-49

COURSE SCHEDULE/TENTATIVE TIMELINE:

The schedule is tentative and may vary slightly at the discretion of the instructor.

Week of...		Content Coverage & Required Readings
Sept 1 – 5		Course Outline & Chapter 1
Sept 6 – 12		Chapter 1 & 2
Sept 13 – 19		Chapter 3
Sept 20 – 26		Chapter 4
Sept 27 – Oct 3		Chapter 5
Oct 4 – 10		Term Test I (Chapters 1- 5) Chapter 6 & 7
Oct 11 – 17		Chapter 8
Oct 18 – 24		Chapter 9
Oct 25 – Oct 31		Chapter 9 & 10
Nov 1 – 7		Chapter 10
Nov 8 – 14		Remembrance Day & Fall Break (No classes)
Nov 15 – 21		Term Test II (6 – 10) Chapter 19

Nov 22 – 28		Chapter 19
Nov 29 – Dec 5		Chapter 20
Dec 6 – 10		Chapter 20
Dec 12 – 19		*Final Exam (2 Hours) (Comprehensive; All chapters)

COURSE SCHEDULE/TENTATIVE TIMELINE (Continued):

*In order to receive credit for BA2030, you must achieve 50 percent on the final examination and a course composite grade of at least D (50%).

Students are encouraged to complete all assignments, quizzes, tests, and exam(s). Students will receive a zero (0) for missed assignments, quizzes, tests, and exam(s). No rewrites, deadline extensions, bonus assignments, and/or tests are available to improve your grade. It is important to complete all evaluations as scheduled and to the best of your abilities before preannounced deadline; see Course Schedule and Tentative Timeline.

STUDENT RESPONSIBILITIES:

Northwestern Polytechnic (NWP) believes that all students have certain rights that protect and support them through their education. Additionally, students are expected to take responsibility for their conduct during their period of study at NWP, including abiding by the rules, policies, and regulations of the Polytechnic. See Student Rights And Responsibilities Policy at [Policies Directory](#).

Participation

Students may be refused permission to write the final examination on the advice of the instructor. This usually happens when there are more than four (4) class absences, if significant assessments like assignments, quizzes, terms tests, and/or exam(s) are not submitted before deadlines and graded, and/or if the student is mathematically unable to pass the course, even by scoring 100% on the final exam; see Examination Policy and Debarred from Examinations at [Policies Directory](#).

Unexcused absences during a term test or quiz will be assigned a grade of zero. Students with absences in excess of four (4) classes will be refused the ability to move any quiz and/or term test weighting to the final examination. Note: For excused absences, the weighting of *only one term test* or quiz may be transferred to the final exam; at the instructor's discretion.

Attendance will be taken during class. Tardiness will be treated as an absence. Students may review their attendance in myClass. During class time, it is expected that students will work on the BA2030 course content/materials and participate in class discussions.

Course materials (course outline, schedule information, etc.) and announcements will be published in myClass, WileyPlus and/or NWP Webmail. Students are responsible for regularly checking all three resources three to five times weekly.

Recording

Recording lectures or taking photos in class is prohibited unless advance permission is obtained from the instructor and any guest presenter(s). In the event permission is granted, such recordings may only be used for individual study, and may not be reproduced, transferred, distributed, or displayed in any public manner. Any images taken without the instructor's consent will need to be deleted immediately.

Webmail

Students may contact the instructor by webmail. Webmail will be answered within two business days outside of stated office hours. Webmail correspondence must be sent to your instructor from your NWP Webmail account. Webmail should be professionally formatted with correct spelling and grammar. Webmail must include a subject line, reference to the course code, and material(s), etc.

STATEMENT ON ACADEMIC MISCONDUCT:

Academic Misconduct will not be tolerated. For a more precise definition of academic misconduct and its consequences, refer to the Student Rights and Responsibilities policy available at [Policies Directory](#).

****Note:** all Academic and Administrative policies are available on the same page.

ADDITIONAL INFORMATION:

Study Skills Hub

Adopting and adhering to effective learning habits in this course will likely take up a great deal of time so plan your schedule accordingly. The NWP Study Skills Hub will help you develop the skills you need to succeed in your program. Click on the following link for free access: [Welcome to the Study Skills Hub](#).