

School of Economics and Finance

MOFI 302
FINANCIAL POLICY AND MANAGEMENT

Trimester Two 2008

COURSE OUTLINE

Names and Contact Details

Dr Stephen Keef (Course Coordinator) RH 302, Telephone: 463-5239
Email: Stephen.Keef@vuw.ac.nz

Trimester Dates

Monday 7th July, 2008 to Saturday 8th November, 2008.
Examination period between 17th October 2008 to 8th November 2008.

Class Times and Room Numbers

Lecture:	Monday	8.30am – 10.30am	GBLT1
	Tuesday	8.30am – 10.30am	GBLT1

There are no tutorials for this Course. This course is 100% internally assessed.

Course Content

Class	Date	Topic
1	7 Jul	Introduction to the course
2	8 Jul	Does Public Debt Really Matter? (handout in first class)
3	14 Jul	Top Soil
4	15 Jul	King Cod
5	21 Jul	Bowling Green
6	22 Jul	Cobble Case Study
7	28 Jul	Chan Clip Company
8	29 Jul	* Kiwibank's PIE Assignment (on Blackboard)
9	4 Aug	Trade Services A
10	5 Aug	Regal Salmon
11	11 Aug	Car Finance Fairy Tale (on Blackboard)
12	12 Aug	* GEI Assignment (on Blackboard)

Mid-term break

13	1 Sep	Discussion on mergers and takeovers (on Blackboard)
14	2 Sep	Horokiwi Forest
15	8 Sep	* Literature Review – The Friday the 13 th Effect (on Blackboard)
16	9 Sep	Radio Blank
17	15 Sep	Total Concepts Limited
18	16 Sep	Fletcher Building (on Blackboard)
19	22 Sep	International Monday Effect (on Blackboard)
20	23 Sep	Energy Direct or Trade Services B -- (class vote)
21	29 Sep	FX Case Study (on Blackboard)
22	30 Sep	Presentations
23	6 Oct	* Essay Assignment and Presentations
24	7 Oct	Review of Course

Course Objectives

At the end of this course, successful students will be able to:

- CO-1. Utilise the finance theory developed in MOFI 201 and self learn cognate finance theories.
- CO-2. Appreciate the impact of non-financial aspects on financial decision making.
- CO-3. Analyse situations where decisions have to be made without full information and where there may not be a unique answer.
- CO-4. Develop strategies for a variety of situations (not for profit and for profit).
- CO-5. Present structured analyses of existing or proposed financial strategies (verbal and written).
- CO-6. Summarise complex information (in a finance context).

Table 1: MOFI 302 - Link between Course Objectives and Assessment

Course Objective	Assessment Item			
	Case Study		Essay	
	I	II	I	II
CO-1	X	X	X	X
CO-2	X	X	-	-
CO-3	X	X	X	X
CO-4	X	X	-	-
CO-5	X	X	-	-
CO-6	X	X	X	X

Expected Workload

It is expected that the preparation for the written assignment will entail approximately 25 hours each (100 hours in total) and that preparation for each class will require 4 hours of reading, thought and study (96 hours in total). It is estimated that the average workload per week, including classes (48 hours in total), will be approximately 20 hours.

Readings and Materials

Obtain a copy of the Financial Policy and management notes from Student Notes. Extra material will be available in the Course Resources section of Blackboard.

Assessment Requirements

25% Kiwibank's PIE Assignment to be handed in on 29 July 2008;

25% GEI Assignment to be handed in on 12 August 2008;

Comment: There is not an explicit word limit for these two assignments. However, please note that excess verbosity will be not be productive.

25% Literature Review – The Friday the 13th Effect (approximately 1,200 words) to be handed in on 8 September 2008;

25% Essay on a financial topic of your choice (approximately 1,200 words) to be handed in on 6 October 2008.

Penalties

Unless there are exceptional circumstances, late submission of assignments will carry a penalty of 5% per day. Please contact the Course Coordinator as soon as possible if such circumstances occur.

Mandatory Course Requirements

You will provide an A4 page (double sided if necessary) of preparation notes before the start of each class. Save an extra copy of these notes in a portfolio and submit the portfolio at the last class. These notes are not required for the sessions where: (i) assignments are discussed or (ii) mergers and takeover are discussed or (iii) the International Monday effect seminar.

Communication of Additional Information

Notices, new course materials etc. will be put on Blackboard.

Faculty of Commerce and Administration Offices

Railway West Wing (RWW) - FCA Student and Academic Services Office

The Faculty's Student and Academic Services Office is located on the ground and first floors of the Railway West Wing. The ground floor counter is the first point of contact for general enquiries and FCA forms. Student Administration Advisers are available to discuss course status and give further advice about FCA qualifications. To check for opening hours call the Student and Academic Services Office on (04) 463 5376.

Easterfield (EA) - FCA/Education/Law Kelburn Office

The Kelburn Campus Office for the Faculties of Commerce and Administration, Education and Law is situated in the Easterfield Building on the ground floor (EA005). This counter is the first point of contact for :

- Duty tutors for student contact and advice.
- Information concerning administrative and academic matters.
- Forms for FCA Student and Academic Services (e.g. application for academic transcripts, requests for degree audit, COP requests).
- Examinations-related information during the examination period.

To check for opening hours call the Student and Academic Services Office on (04) 463 5376.

Use of Turnitin

Student work provided for assessment in this course may be checked for academic integrity by the electronic search engine <<http://www.turnitin.com>>. Turnitin is an on-line plagiarism prevention tool which identifies material that may have been copied from other sources including the Internet, books, journals, periodicals or the work of other students. Turnitin is used to assist academic staff in detecting misreferencing, misquotation, and the inclusion of unattributed material, which may be forms of cheating or plagiarism. *At the discretion of the Head of School, handwritten work may be copy-typed by the School and subject to checking by Turnitin.* You are strongly advised to check with your tutor or the Course Coordinator if you are uncertain about how to use and cite material from other sources. Turnitin will retain a copy of submitted materials on behalf of the University for detection of future plagiarism, but access to the full text of submissions will not be made available to any other party.

Your assignments must be screened through Turnitin (see Blackboard for further details of the procedure). Your assignments will be submitted in paper form with the Turnitin report attached.

General University Policies and Statutes

Students should familiarise themselves with the University's policies and statutes, particularly the Assessment Statute, the Personal Courses of Study Statute, the Statute on Student Conduct and any statutes relating to the particular qualifications being studied; see the Victoria University Calendar or go to www.victoria.ac.nz/home/about/policy/students.aspx

For information on the following topics, go to the Faculty's website www.victoria.ac.nz/fca under Important Information for Students:

- Academic Grievances
- Student and Staff Conduct
- Meeting the Needs of Students with Impairments
- Student Support

Academic Integrity and Plagiarism

Academic integrity is about honesty – put simply it means *no cheating*. All members of the University community are responsible for upholding academic integrity, which means staff and students are expected to behave honestly, fairly and with respect for others at all times.

Plagiarism is a form of cheating which undermines academic integrity. The University defines plagiarism as follows:

The presentation of the work of another person or other persons as if it were one's own, whether intended or not. This includes published or unpublished work, material on the Internet and the work of other students or staff.

It is still plagiarism even if you re-structure the material or present it in your own style or words.

Note: including the work of others will not be considered plagiarism as long as the work is acknowledged by appropriate referencing.

Plagiarism is prohibited at Victoria and is not worth the risk. Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student

Conduct and may be penalised severely. Consequences of being found guilty of plagiarism can include:

- an oral or written warning
- cancellation of your mark for an assessment or a fail grade for the course
- suspension from the course or the University.

Find out more about plagiarism, and how to avoid it, on the University's website:

www.victoria.ac.nz/home/studying/plagiarism.html

Manaaki Pihipihinga Programme

Manaaki Pihipihinga is an academic mentoring programme for undergraduate Māori and Pacific students in the Faculties of Commerce and Administration, and Humanities and Social Sciences. Sessions are held at the Kelburn and Pipitea Campuses in the Mentoring Rooms, 14 Kelburn Parade (back courtyard), Room 109D, and Room 210, Level 2, Railway West Wing. There is also a Pacific Support Coordinator who assists Pacific students by linking them to the services and support they need while studying at Victoria. Another feature of the programme is a support network for Postgraduate students with links to Postgraduate workshops and activities around Campus.

For further information, or to register with the programme, email manaaki-pihipihinga-programme@vuw.ac.nz or phone (04) 463 6015. To contact the Pacific Support Coordinator, email pacific-support-coord@vuw.ac.nz or phone (04) 463 5842.