

MASTER'S OF APPLIED FINANCE PROGRAMME
School of Economics and Finance

MMAF 512 TREASURY MANAGEMENT

Trimester 2, 2016

COURSE OUTLINE

Prescription

The corporate treasury environment and its place and role within the organisation. Practical risk management for interest rates and foreign exchange within the overall corporate exposure. Use of derivatives for such purposes. Long term funding and origination techniques. Performance measurement, philosophy and techniques.

Course Learning Objectives

A student completing this course should be able to:

- Explain the role of the treasury department in an organisation;
- Demonstrate the management of financial exposures encountered by corporate treasurers, funds managers, and financial institutions;
- Recommend how to use financial instruments to manage risks and returns;
- Develop spreadsheet models and employ these in financial problem solving and decision making;
- Analyse from first principles the valuation of derivative instruments, and apply the yield curve maths behind such calculations.
- These learning objectives will be assessed via two assignments, together with a test at each of the two block releases.

Course Content

An understanding of the treasury function is essential for modern corporate governance. The student is introduced to the environment facing corporate and semi government treasurers, and the ways that corporates manage their cash flows, long-term funding and foreign exchange exposures. The student will also review asset placement decisions, credit risk management, and consider the issues plus some solutions for treasury performance measurement. Throughout, the role of derivatives is explored in providing a flexible and cost effective means of changing interest rate exposures, funding and asset management. The significant role of Treasury in risk control and value enhancement is emphasised

Trimester Dates

The study and assessment period is **11th July to 11th November 2016**

Withdrawal from Course

1. Your fees will be refunded if you withdraw from this course on or before Friday 22nd July 2016.
2. The standard last date for withdrawal from this course is Friday 23rd September 2016. After this date, students forced to withdraw by circumstances beyond their control must apply for permission on an 'Application for Associate Dean's Permission to Withdraw Late' including supporting documentation. The application form is available from either of the Faculty's Student Customer Service Desks or [online](#).

Names and Contact Details

The course coordinator and lecturer is Roger Bowden. Preferred contact is by email. Email address: roger.bowden@kiwicap.co.nz, or via the programme administrator.

The administrator for this course is Rachel Zhang, RWW120. She can be contacted on (04) 463 6148 or Rachel.Zhang@vuw.ac.nz

Class Times and Room Numbers

9:00am Tuesday, 23th August – 12:30pm Thursday, 25th August 2016
and 9:00am Tuesday, 26nd October – 12:30pm Friday, 28th October 2016.

Classes will take place at the Kelburn Campus. A detailed schedule of each block release course, including room numbers, will be supplied closer to the August and October sessions.

Course Delivery

The contact hours of the course will be during the two block releases detailed above. During the rest of the trimester, students will be expected to be engaged in self-directed study using their course notes and material posted on Blackboard, and completing assignments, which will be posted on Blackboard.

Readings

There is currently no single text that can adequately cover all aspects of this course. With your course outline we have provided a reading guide for the course topics together with a compilation of several of these readings selected from various sources.

While it is possible to provide copies of many of the course readings, you may need to source others from the Victoria University library or via web sources.

Mandatory course requirements

In addition to obtaining an overall course mark of 50 or better, to pass, students must attend all session of both block release courses.

If you have, or become aware of, any health condition that could prevent you attending a VIAF compulsory block release, then you should notify the Programme Administrator immediately, preferably by email Rachel.Zhang@vuw.ac.nz

If you cannot complete an assignment or sit a test or examination, refer to www.victoria.ac.nz/home/study/exams-and-assessments/aegrotat

Expected Workload

Total average workload of 200 hours. During the approximately 6 weeks of term prior to each block release, students will need to allow about 14 hours per week for study, research and preparation of assignments for this course. The two block courses each involve approximately 18 hours of work.

Assessment

The Assessment Handbook will apply to all VUW courses: see <http://www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf>.

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|------------------------|---|-------------|
| Tests: | One test at each block release session based on reading assigned for period leading up to the block release and material presented at the block release (35% each). Please bring your calculator. | 70% |
| Assignments: | Two assignments that count together for 30%. Submission dates are specified in the course reading guide | 30% |
| TotalAssessment | | 100% |

All learning objectives will be assessed by each assessment item.

Students must attain an overall mark of 50% in order to achieve a passing grade, with a minimum of 40% on the test component. Where applicable, word limits will be indicated on the assignments.

Penalties

Each of the assignments will be marked out of a maximum that diminishes by 5% flat for every day late. The date of submission shall be taken as the date of delivery. Please carefully read the assignment guidelines for details of how assignments should be submitted. There will be a final cut off date, one week after the due date for each assignment, after which no assignment can be accepted. Please pay particular attention to guidelines regarding attribution, 'cut and paste', and related issues. The assignments will each carry a specified word limit. If this is exceeded, credit will be given only from the beginning of the assignment up to the word limit. No credit will be given for any portion of work extending beyond the word limit.

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 compares submitted work with a very large database of existing material. At the discretion of the Head of School, handwritten work may be copy-typed by the School and submitted to Turnitin. A copy of submitted materials will be retained 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.

Materials and Equipment

The HP10BII financial calculator is provided to each student. It is necessary to this calculator to the block courses. The HP10BII calculator is the only calculator that can be used on tests. You should also have access to Excel from Microsoft Office (this is available in the student labs on campus).

Student feedback

Student feedback on University courses may be found at www.cad.vuw.ac.nz/feedback/feedback_display.php.

Class Representative

Two programme representatives will be elected at the start of Trimester 2. The representative names and contact details will be made available to VUWSA, the course coordinator and the students in the programme. The programme representatives provide a communication channel to liaise with the course coordinator on behalf of students.

Communication of Additional Information

Additional information including assignment questions, details of the block course schedule, feedback on course assessments, etc will be provided via Blackboard, email or by post. Students are responsible for ensuring that the Programme Administrator Rachel.Zhang@vuw.ac.nz has their up to date email and postal addresses.

Link to general information

For general information about course-related matters, go to <http://www.victoria.ac.nz/vbs/studenthelp/general-course-information>

Note to Students

Your assessed work may also be used for quality assurance purposes, such as to assess the level of achievement of learning objectives as required for accreditation and academic audit. The findings may be used to inform changes aimed at improving the quality of VBS programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.
