



PRINCIPLES OF FINANCE *

Syllabus

III 2.18

Educational program “Business Administration in Management and International Business”

Quarter/Year: Fall/2022

Instructor: Gordiienko Tetiana PhD

ECTS Credits 6

E-mail: tetiana.gordiienko@uacu.edu.ua

US Credits 3

E-mails will be usually answered same or next day

Outside the classes, students should communicate with the instructor via **e-mail**. In the subject line, please put

Family Name Subject. E-mail messages will normally be answered within 24 hours.

Prerequisites:

Course Description:

This course is dedicated to the theory and practice of crediting of investment projects and the skills of making decisions about involving credit sources for financing investment projects in conditions of uncertainty, finding reliable lenders and choosing attractive credit programs.

Course learning objectives:

PH3. Demonstrate knowledge of theories, methods and functions of management, modern concepts of leadership.

PH4. Demonstrate skills to identify problems and justify management decisions.

PH5. Describe the content of the functional areas of the organization.

PH6. Identify skills of search, collection and analysis of information, calculation of indicators to justify management decisions.

PH7. Demonstrate organizational design skills.

PH8. Apply management methods to ensure the effectiveness of the organization.

PH10. Have the skills to justify effective tools to motivate the staff of the organization.

PH16. Demonstrate skills of independent work, flexible thinking, openness to new knowledge, be critical and self-critical.

Competences:

3K4. Ability to apply knowledge in practical situations.

3K5. Knowledge and understanding of the subject area and understanding of professional activity.

3K11. Ability to adapt and act in a new situation.

CK1. Ability to identify and describe the characteristics of the organization.

CK2. Ability to analyze the results of the organization, to compare them with the factors of external and internal environment.

CK12. Ability to analyze and structure the problems of the organization, to form sound decisions.

Student Responsibility

Time Commitment

The study of course is cumulative (i.e., an understanding of earlier material is necessary to grasp concepts covered later). Past experience has shown a high correlation between procrastination and low grades. Furthermore, procrastination will severely limit interaction with other students. Students must be committed to completing tasks and required reading on time.

This course will require 5-6 hours per session (recommended) or even more outside of the classroom (the actual amount is dependent on each student's background) and special time allocated for preparation for Mid-term and Final exams. This requirement may influence the time allotted to other classes. A student with a "heavy" schedule (school combined with work and family) should be aware of the dedication that this course requires. These factors cannot be used for special consideration on assignment due dates in the class; therefore, the students must evaluate this requirement before proceeding with the course.

Attendance Policy

Attendance is critical; participation of all students in the classroom activities is essential to this learning format. Students should be aware that attendance does not guarantee a passing grade in the class. The student may file a drop form within the appropriate time frame through the office of the Registrar to avoid a failing grade.

Note: The failing grade issued will be an F. Students may be required to retake courses to complete program requirements.

Electronic Devices

As a courtesy to your fellow classmates and instructor, please, turn off your cell phones, beeper, or anything else that might cause a disturbance during class.

Use of notebooks and internet cruising on your notebook is prohibited during class! Permission to use notebooks during class will be granted by instructor during class assignments and/or quizzes which require computer calculations.

Calculator is a must for Mid-term and Final Exam! A CALCULATOR is obligatory have at class and during both the exams. **A financial calculator** capable of computing $n\sqrt{\quad}$, PV, FV, NPV, IRR, etc, is *highly recommended* to obtain and have at classes

Class rules

- Try not to be late for class. If you are late, come in and sit as silent as possible and try not to interrupt the session

- If you have a question on financial, accounting or any business issue, please, don't hesitate to ask the Instructor.
- English language only.
- No talking to colleagues-students if it is not foreseen by tasks to perform.

Grading Policy

The course is based on mastery of course outcomes. The student's grade for this course will be calculated based on performance.

Undergraduate Grading Guidelines

The assignment of a letter grade for a course is an indication of the student's overall success in achieving the learning outcomes for the course. The course letter grade may be viewed as a summary statement of the student's achievement in individual assessments (assignments & activities). These assessments are intended to identify for students their strengths as well as those areas in need of improvement. Student work is assessed according to the guidelines below.

Course-level Grading guidelines:

A	90 – 100% of the total possible points earned for the course
B	83 – 89% of the total possible points earned for the course
C	75 – 82 % of the total possible points earned for the course
D	70 – 74 % of the total possible points earned for the course
E	60 – 69 % of the total possible points earned for the course
F	< 60 % of the total possible points earned for the course

Participation Points

A portion of the final grade for this course consists of participation points. These points are awarded to students at the end of every class session.

Note that participation points are not automatically awarded to students simply on the basis of their presence in class. When students attend a class session, they start with zero participation points. It is the student's responsibility to earn participation points during the session by actively participating in class activities, discussions, and presentations. Evidence of active participation by a student is defined broadly as:

Verbal participation in team and class discussions appropriate to the setting.

Offering relevant comments, questions and solutions that are aligned with the topic at hand.

Students' active participation will be assessed according to the following criteria

Clarity: Focus on a specific topic and context, give examples, avoid vague generalities or undefined terms, and help others to understand without any confusion.

Accuracy: Give correct information that others can verify; students should acknowledge the limits of their knowledge of the topic.

Precision: Specific details support all comments.

- Relevance: Comments connect to the issues currently under discussion and help others to understand those connections.
- Depth: Address the problem in all its complexity; consider the context of the problem, its root causes, and the other issues it brings up.
- Breadth: Address the problem from many points of view; consider how others might understand the problem.
- Logic: Consider how statements and assumptions work together and communicate them so that others can follow their reasoning.
- Significance: Focus on the most important elements of a topic or elements that others have overlooked; avoid repeating common knowledge.
- Ethics: Students should consider how their statements and actions affect others and judge their own contributions in terms of how they benefit the learning community.

Assignments, Mid Term and Final Exams

Students will be asked to fulfill Assignments according to the Schedule, a Mid Term and a Final Exam. Mid Term and Final Exam will mix multiple choice questions, terms definitions with short essays on concepts and techniques covered in classes, textbook and homework cases. Students are recommended to use Electronic Calculators.

NO MOBILES and other Electronic Devices are allowed to use as a calculator during exams! If you caught using Mobile or other device other than calculator you will receive -10% for the first time and -20% of your assignment grade for a 2d time caught.

Assignments:

Assignments: after it is received on a particular class *the assignment should be turned in written or printed (hard copy) on A4 paper (STAPLED! No cellophane files on homeworks!) according to the due date* set in the Class Schedule; **if it is given any time after – No credit.** No exceptions! Late assignments will not be graded. Assignments are to be turned in typically one week after the assignment is given or according to the Class Schedule.

Please, print out the HW assignment and turn to the Instructor. In addition to printed form, please, keep your calculations in Excel, labeling each HW assignment as HW1, HW2, HW3, etc. in Excel sheets. Please, email your Excels to the Instructor.

Format of the typed Assignments: should be computer typed on A4 paper. Computer typed assignments should be submitted in the Word or Excel document format, Arial font, 10 size, black color, NOT spaced, full name of the student, name of the class and assignment number on top of the document *on the right side upper corner*. Student may present case or assignment in Power Point format. *Assignments sent by email will not be accepted – unless specifically said by the Instructor.*

Midterm and Final: They will be maintained **without an access to the reference materials, handouts, etc. Students are highly recommended to take notes in the class and be attentive. Questions on exams will include concepts, problems, terms and definitions presented and discussed in the class.**

The material presented in the class, hand-out slides, homework assignments, textbook and discussions will allow and help students to prepare for the exams during semester time. Of course, students should plan ahead dedicated time when they can prepare for Mid and Final exams. There will be NO MAKE UP EXAMS. There will be no make up homework assignments.

Academic Integrity

Academic integrity is submitting own work and properly acknowledging the contributions of others. Any violation of this principle constitutes academic dishonesty and is liable to result in a failing grade and disciplinary action. Cheating from classmates will not be tolerated in any form. Forms of academic dishonesty include:

Plagiarism — submitting all or part of another’s work as one’s own in an academic exercise such as an examination, a computer program, or written assignment.

Cheating — using or attempting to use unauthorized materials on an examination or assignment, such as using unauthorized texts or notes or improperly obtaining (or attempting to obtain) copies of an examination or answers to an examination.

Facilitating Academic Dishonesty — helping another commit an act of dishonesty, such as substituting for an examination or completing an assignment for someone else.

Fabrication — altering or transmitting, without authorization, academic information or records.

Academic Misconduct

The use of an electronic device to store notes and/or formulas without instructor’s permission is considered academic misconduct and is subject to disciplinary action according to the University policy.

Penalty for Academic Dishonesty and Misconduct

Each incident of academic dishonesty will be reported in writing to the appropriate academic Dean. A disciplinary notation for academic dishonesty may be entered on the student’s academic record. The penalty for the first incident of academic dishonesty will be a score of zero on the item in question. A second incident of academic dishonesty will result in disciplinary dismissal, unless appealed.

Course Schedule and Grade Distribution

Weights in final grade:

Grade distribution	Qty	% each	Points each	Total Points	%
Attendance	15	0,4	4,00	60	6
HW assignments	10	4	40	400	40
Quizzes	7	2	20	140	14
Mid-term exam	1	20	200	200	20
Final exam	1	20	200	200	20
Total				1000	100

Participation points are earned through discussion and participations in class and are given as 5% points above what can be earned through the course. Participation points can significantly improve students’ final grade.

SCHEDULE

Session	Topic	Reading	HW	Test and Quizzes
1	Introduction to finance II. The concept of investment credit	2, 3, Hand-out slides		
2	Investment Climate	1, Hand-out slides	HW1	
3	Investment Projects	3, 4, Hand-out slides	HW2	Quiz
4	Features and principles of bank investment lending. Classification of bank investment loans	5, Hand-out slides		
5	The mechanism of bank lending	2, 5 Hand-out slides		Quiz
6	Analysis and selection of applications for investment loan from clients. Scoring	4, 5 Hand-out slides	HW3	Quiz
7	Comparison of Bank Credit Offers	Hand-out slides	HW4	
8	Midterm			Midterm
9	Protections of borrower's rights	Hand-out slides	HW5	Quiz
10	Real Estate Investing and Mortgage lending	6, Hand-out slides		Quiz
11	Features and terms of the investment property mortgage	Hand-out slides	HW6	
12	Principles and approaches of real estate valuation	Hand-out slides		
13	Methods of real estate valuation	Hand-out slides		
14	State Loans	Hand-out slides		
15	Tax Credit	Hand-out slides		Quiz
16	International Investment Loans	Hand-out slides	HW7	Quiz
17	Final exam			Final exam

Recommended Material

1. Environmental Risk Management in Lending and Investment: case study. – access mode: <http://www.un.org/esa/sustdev/sdissues/technology/riskmanagement2.pdf>.
2. Financial Institutions: An Introduction Prof. Dr AP Faure – access mode: <https://bookboon.com/en/financial-institutions-an-introduction-ebook>
3. Introduction to Investment and Finance/ Lars Wøldike Petersen- access mode: <https://bookboon.com/en/introduction-to-investment-and-finance-ebook>
4. Lumbu S. Investment appraisal and financial decisions / S. Lumbu. — 5th ed. – London : Chapman and Hall, 1996. – 667 p.
5. Mishkin, F. S. The economics of money, banking, and financial markets/ F. S. Mishkin. – 6th ed. – Boston : Addison Wesley, 2003. – 738p.
6. Ultimate Beginner's Guide to Real Estate Investing– access mode: <https://www.biggerpockets.com/real-estate-investing>

** The above schedule and procedures are subject to change in the event of extenuating circumstances*

Протокол засідання кафедр № 4 від 23.08.2022 року

Проректор з навчально-методичної роботи



Л.І.Кондратенко

Завідувач кафедри



Л.В. Жарова

Викладач



Т.М.Гордієнко