ACST1001
Finance Fundamentals
Session 1, In person-scheduled-weekday, North Ryde 2024

Department of Applied Finance

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General Information

<table>
<thead>
<tr>
<th>Unit convenor and teaching staff</th>
<th>Keith Woodward</th>
<th><a href="mailto:keith.woodward@mq.edu.au">keith.woodward@mq.edu.au</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit points</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Prerequisites</td>
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<tr>
<td>Corequisites</td>
<td></td>
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<tr>
<td>Co-badged status</td>
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</table>

Unit description
This unit focuses on the fundamental finance skills that are essential for any successful business. Students will examine the roles and interaction of participants in the financial system and apply financial decision-making tools to value and evaluate investment and financing opportunities. Students will also learn about risk and return, the importance of cash flows and the various financial instruments traded in global financial markets. Students will develop fundamental finance knowledge and apply this in authentic real-world problems. Students will develop critical thinking and problem-solving skills.

Important Academic Dates
Information about important academic dates including deadlines for withdrawing from units are available at [https://www.mq.edu.au/study/calendar-of-dates](https://www.mq.edu.au/study/calendar-of-dates)

Learning Outcomes
On successful completion of this unit, you will be able to:

- **ULO1**: Explain how the financial system supports and influences business decisions.
- **ULO2**: Apply time value of money techniques to value financial instruments.
- **ULO3**: Explain the relationship between risk and return and calculate the cost of capital for a business.
- **ULO4**: Use critical thinking and problem solving to make investment and financing decisions for a business
General Assessment Information

Late Assessment Submission Penalty (written assessments)

Unless a Special Consideration request has been submitted and approved, a 5% penalty (of the total possible mark) will be applied each day a written assessment is not submitted, up until the 7th day (including weekends). After the 7th day, a grade of ‘0’ will be awarded even if the assessment is submitted. Submission time for all written assessments is set at 11.55pm. A 1-hour grace period is provided to students who experience a technical concern.

For any late submissions of time-sensitive tasks, such as scheduled tests/exams, performance assessments/presentations, and/or scheduled practical assessments/labs, students need to submit an application for Special Consideration.

Workshop Participation - Active Engagement In Class Assessment (expectations, logistics, and special consideration)

Weekly tutorial workshop participation is expected throughout the session. Students are expected to attend all tutorial workshops and participate in activities. Student performance in these activities will be assessed during class. The best 8 out of 12 workshop marks will count towards your unit grade. Despite this ‘8 out of 12’ requirement, participation in all workshops will enhance your chances of success in the unit, as workshops are where we engage with the unit material via active learning, as well as preparation and revision for other unit assessments. There is a positive correlation between workshop participation and unit success.

You do not need to submit a Special Consideration case unless you miss more than 4 workshops. If you do submit a Special Consideration case for the Active Engagement Assessment - in your case-ticket, you must specify how many workshops you have missed in total for this unit. Students who specify that they have only missed 4 or less workshops in total will have their cases automatically declined - as you still have the opportunity to have 8 submissions.

Assessment Tasks

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workshop Participation</td>
<td>20%</td>
<td>No</td>
<td>Weekly in tutorial workshops</td>
</tr>
<tr>
<td>Quizzes</td>
<td>20%</td>
<td>No</td>
<td>First quiz Friday 22 March. Second quiz Friday 19 April.</td>
</tr>
<tr>
<td>Assignment</td>
<td>20%</td>
<td>No</td>
<td>Monday 13 May at 11:59am midday Sydney time</td>
</tr>
<tr>
<td>Final Examination</td>
<td>40%</td>
<td>No</td>
<td>See central exam timetable when available.</td>
</tr>
</tbody>
</table>
Workshop Participation

Assessment Type 1: Participatory task
Indicative Time on Task 2: 10 hours
Due: Weekly in tutorial workshops
Weighting: 20%

Weekly workshop participation is expected throughout the session. Students are expected to attend all workshops and participate in activities. Student performance in these activities will be assessed.

On successful completion you will be able to:
- Explain how the financial system supports and influences business decisions.
- Apply time value of money techniques to value financial instruments.
- Explain the relationship between risk and return and calculate the cost of capital for a business.
- Use critical thinking and problem solving to make investment and financing decisions for a business

Quizzes

Assessment Type 1: Quiz/Test
Indicative Time on Task 2: 10 hours
Due: First quiz Friday 22 March. Second quiz Friday 19 April.
Weighting: 20%

There are two online quizzes during the session, each worth 10%.

On successful completion you will be able to:
- Explain how the financial system supports and influences business decisions.
- Apply time value of money techniques to value financial instruments.
- Explain the relationship between risk and return and calculate the cost of capital for a business.
- Use critical thinking and problem solving to make investment and financing decisions for a business
Assignment
Assessment Type 1: Case study/analysis
Indicative Time on Task 2: 20 hours
Due: Monday 13 May at 11:59am midday Sydney time
Weighting: 20%

The assignment will cover quantitative and qualitative analysis of a financial scenario or problem.

On successful completion you will be able to:
• Explain how the financial system supports and influences business decisions.
• Apply time value of money techniques to value financial instruments.
• Explain the relationship between risk and return and calculate the cost of capital for a business.
• Use critical thinking and problem solving to make investment and financing decisions for a business

Final Examination
Assessment Type 1: Examination
Indicative Time on Task 2: 15 hours
Due: See central exam timetable when available.
Weighting: 40%

The final examination will be two-hours plus ten-minutes reading time to be held during the University Examination period.

On successful completion you will be able to:
• Explain how the financial system supports and influences business decisions.
• Apply time value of money techniques to value financial instruments.
• Explain the relationship between risk and return and calculate the cost of capital for a business.
• Use critical thinking and problem solving to make investment and financing decisions for a business
If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the Writing Centre for academic skills support.

Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation.

**Delivery and Resources**

**Learning and Teaching Activities**

We look forward to seeing you in the weekly lecture (1.5 hours) and tutorials (1.5 hours)!

Tutorials start from week 2, lectures start from week 1

**Lectures**

We'll discuss some fascinating finance topics including stock investment, valuation and business projects! Each lecture we'll cover some theory and mathematical formulas, with practical examples of how both are applied in the real world and in the exams and assignments that you'll complete.

**Tutorials**

Tutorials are widely regarded as the best learning experience, with small classes led by expert and enthusiastic teachers. Students should register for a tutorial. Tutorial participation will be marked and assessed. Details will be available on ilearn.

Tutorial enrolment or change of tutorial can be made through eStudent in the first two weeks of the session. Students should attend their allocated tutorial, but exceptions may occur on a one-off basis. That is, where circumstances prevent you attending your own tutorial in a given week, you may attend an alternative tutorial if room is available. Please do NOT email the unit convenor or any member of the teaching team regarding changing of registered tutorials. We are unable to do this for you.

Additional learning support will be available during tutor consultation times!

**Prescribed Text**


[https://multisearch.mq.edu.au/permalink/61MACQUARIE_INST/7h5qs5/alma9924473930780217](https://multisearch.mq.edu.au/permalink/61MACQUARIE_INST/7h5qs5/alma9924473930780217)

**Similar optional books:**
Technology Used and Required

**Calculator**

A calculator will be required for the various calculations throughout the session, and for the Final Examination.

Scientific calculators need the following minimum functionality: $x^2$ or ^ functions. Non-programmable financial calculators are permitted too, but unnecessary.

**Software**

Students should have access to Excel software (version 2013 or more recent),

See [https://students.mq.edu.au/support/technology/service-desk/office-365](https://students.mq.edu.au/support/technology/service-desk/office-365) for instructions on how to get your free copy of Microsoft Office!

**Knowledge of Maths**

A background of HSC General Mathematics or equivalent numerical competency is assumed.

Students requiring assistance with the unit’s mathematical elements throughout the term may consult with the Numeracy Centre team during appointed hours (no appointment needed). [http://students.mq.edu.au/support/study/numeracy](http://students.mq.edu.au/support/study/numeracy)

**Unit Schedule**

<table>
<thead>
<tr>
<th>Week</th>
<th>Week date (Tuesday)</th>
<th>Lecture topic</th>
<th>Lectures scheduled</th>
<th>Tutorial workshop scheduled</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>20-Feb</td>
<td>The financial system and markets.</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>2</td>
<td>27-Feb</td>
<td>Returns and interest rates.</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>3</td>
<td>5-Mar</td>
<td>Time value of money.</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>4</td>
<td>12-Mar</td>
<td>Perpetuities and annuities. 10% online quiz, opens Friday 15 March, closes Friday 22 March.</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>5</td>
<td>19-Mar</td>
<td>Capital budgeting principles: net present value (NPV), internal rate of return (IRR) and payback period.</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>6</td>
<td>26-Mar</td>
<td>Capital budgeting special cases: projects of different lives, profitability index.</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Week</td>
<td>Date</td>
<td>Activities</td>
<td>Participation</td>
<td>Confirmation</td>
</tr>
<tr>
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<td>-----------------------------------------------------------------------------</td>
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<tr>
<td>7</td>
<td>2-Apr</td>
<td>Bonds.</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>8</td>
<td>9-Apr</td>
<td>Shares introduction. 10% online quiz, opens Friday 12 April, closes Friday 19 April.</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Mid-session break from Monday 15 April to Sunday 28 April.</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>9</td>
<td>30-Apr</td>
<td>Share pricing, investment and limit order books. Tutorial simulation participation activity (2.5 of 20% participation total).</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>10</td>
<td>7-May</td>
<td>Market efficiency and the capital asset pricing model (CAPM). 20% Individual assignment due Monday 13 May at 11:59am midday Sydney time.</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>11</td>
<td>14-May</td>
<td>Raising capital.</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>12</td>
<td>21-May</td>
<td>Special topics.</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>13</td>
<td>28-May</td>
<td>Final exam revision.</td>
<td>Yes</td>
<td>Yes</td>
</tr>
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**Policies and Procedures**

Macquarie University policies and procedures are accessible from [Policy Central](https://policies.mq.edu.au). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- Academic Appeals Policy
- Academic Integrity Policy
- Academic Progression Policy
- Assessment Policy
- Fitness to Practice Procedure
- Assessment Procedure
- Complaints Resolution Procedure for Students and Members of the Public
- Special Consideration Policy

Students seeking more policy resources can visit [Student Policies](https://students.mq.edu.au/support/study/policies). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

To find other policies relating to Teaching and Learning, visit [Policy Central](https://policies.mq.edu.au) and use the search tool.

**Student Code of Conduct**

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: [https://students.mq.edu.au/admin/other-resources/student-conduct](https://students.mq.edu.au/admin/other-resources/student-conduct)

**Results**

Results published on platform other than eStudent, (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the
University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit ask.mq.edu.au or if you are a Global MBA student contact globalmba.support@mq.edu.au

Academic Integrity
At Macquarie, we believe academic integrity – honesty, respect, trust, responsibility, fairness and courage – is at the core of learning, teaching and research. We recognise that meeting the expectations required to complete your assessments can be challenging. So, we offer you a range of resources and services to help you reach your potential, including free online writing and maths support, academic skills development and wellbeing consultations.

Student Support
Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/

The Writing Centre
The Writing Centre provides resources to develop your English language proficiency, academic writing, and communication skills.

- Workshops
- Chat with a WriteWISE peer writing leader
- Access StudyWISE
- Upload an assignment to Studiosity
- Complete the Academic Integrity Module

The Library provides online and face to face support to help you find and use relevant information resources.

- Subject and Research Guides
- Ask a Librarian

Student Services and Support
Macquarie University offers a range of Student Support Services including:

- IT Support
- Accessibility and disability support with study
- Mental health support
- Safety support to respond to bullying, harassment, sexual harassment and sexual assault
- Social support including information about finances, tenancy and legal issues
- Student Advocacy provides independent advice on MQ policies, procedures, and processes
Student Enquiries
Got a question? Ask us via AskMQ, or contact Service Connect.

IT Help
For help with University computer systems and technology, visit http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/.

When using the University's IT, you must adhere to the Acceptable Use of IT Resources Policy. The policy applies to all who connect to the MQ network including students.

Changes from Previous Offering
Macquarie Business School Bachelor degrees have undergone an extensive internal and external review during 2022 and 2023. For 2024, we have refreshed this unit in line with the recommendations of the review panels which included senior academics from other universities, Macquarie University alumni, and industry experts.

Changes since First Published

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
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<tbody>
<tr>
<td>18/02/2024</td>
<td>.</td>
</tr>
<tr>
<td>12/02/2024</td>
<td>Updated unit schedule.</td>
</tr>
<tr>
<td>07/02/2024</td>
<td>Tutorial simulation participation activity included in the weekly schedule.</td>
</tr>
<tr>
<td>29/01/2024</td>
<td>Updated general assessment information</td>
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</table>

Unit information based on version 2024.04 of the Handbook.