

Business Administration

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**Professors**

<b>Name</b>	<b>Phone</b>	<b>Office</b>	<b>Email</b>
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**Evaluation Procedure**

Term Work	15%
Ratio Project	15%
Master Budget	10%
Midterm Exam	20%
Final Exam	40%
Total	100%

**Notes**

The final exam covers the entire course.

Students must pass the exam portion of the course (50% +) to pass the entire course.

Exams do not include/allow any type of notes / formula sheets.

All students are expected to write the exams at the scheduled time and date.

**Required Texts/Resources**

Foundations of Financial Management, 12th Canadian Edition, Block, Hirt, & Short, McGraw-Hill Ryerson 2021. It is requested that students not use the 11<sup>th</sup> edition for this class.

Course Schedule

Date		Topic	Textbook
2024 Week Starting Monday...		Monday January 8th, First day of class Monday February 19 <sup>th</sup> , Statutory Holiday (no classes) February 20 <sup>th</sup> thru 23 <sup>rd</sup> , Reading Week Friday March 29 <sup>th</sup> and Monday April 1 <sup>st</sup> , Statutory Holiday (no classes) Last day of classes April 12.	
Jan	8	The Goals and Functions of Financial Management	Chpt 1
	15	Review of Accounting	Chpt 2
	22	Financial Analysis	Chpt 3
	29	Financial Analysis	Chpt 3
Feb	5	Operating and Financial Leverage	Chpt 5
	12	<b>Review and Midterm (Chs 1-5)</b>	

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## **SKILLS ACROSS THE BUSINESS CURRICULUM**

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The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

## **STUDENT CONDUCT AND ACADEMIC HONESTY**

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### **What is the Disruption of Instructional Activities?**

At Okanagan College (OC), disruption of instructional activities includes student “conduct which interferes with examinations, lectures, seminars, tutorials, group meetings, other related activities, and with students using the study facilities of OC”, as well as conduct that leads to property damage, assault, discrimination, harassment and fraud. Penalties