FINS5513
INVESTMENTS AND PORTFOLIO SELECTION
This Version: 04 November 2015

Course Outline
Summer Term, 2016

Part A: Course-Specific Information

Please consult Part B for key information on Business School policies (including those on plagiarism and special consideration), student responsibilities and student support services.
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PART A: COURSE-SPECIFIC INFORMATION

1 STAFF CONTACT DETAILS

Lecturer-in-charge: Ah Boon Sim
Room: BUS 331
Phone No: 9385-5868
Email: a.sim@unsw.edu.au
Consultation Times – Wednesday 4-6pm (or by appointment)

2 COURSE DETAILS

2.1 Teaching Times and Locations

Lec 1: Monday and Wednesday, 13:00-16:00, Macauley Th (Quad 1027).

Tentatively, all students (including those enrolled in the web class) must take the In-Class Online Test on Friday 8th January, 2016 6-8pm in venue TBA.

2.2 Units of Credit

The course is worth 6 units of credit.

2.3 Summary of Course

This course develops a basic conceptual framework to understand modern investments. Students learn to evaluate alternative investment strategies, develop a more complete understanding of the risk-return relation, and discuss recent developments in investment management. Surveys various financial markets and provides a review of the instruments used to allocate capital and manage risk. Topics include measuring risk and return, designing portfolios, pricing risk, valuing equities, valuing fixed income securities, hedging with derivatives.

2.4 Course Aims and Relationship to Other Courses

This course is the pre-requisite course for many finance courses. It provides the basic investment and financial risk management tools that you will need to succeed in our advance finance classes, as well as to contribute as a finance professional upon graduation. This is mainly a theory course with some practical examples and applications. More of the practical examples and applications of this course are covered in FINS5517.

For the assumed knowledge of this course, you must have completed a basic finance course (or a basic course in financial markets) and have a solid basic understanding of financial mathematics and business statistics. You must also have some basic knowledge of accounting, microeconomics and macroeconomics. You can still do well in this course if you do not have the above assumed knowledge. However, you must allocate more time to this course beyond the official work load. If you are in a degree program with FINS5512 as a required course, you are strongly advised to take
FINS5513 in your second semester after you have completed FINS5512. If you find this course difficult in Lectures 1 and 2, it is very likely that you do not have the assumed knowledge. You should consider taking it later.

For students in program 8413, you should take FINS5513 as the only finance course if you find the course difficult in Lectures 1 and 2. For students in program 8404, 8417, 5273 and 9273, you should take FINS5513 after you have completed FINS5512 and you have a solid basic understanding of financial mathematics and business statistics. Students in other degree programs taking this course as an elective must consult the course lecturer-in-charge regarding their ability to successfully complete the course.

Completion of this course would open the gateway to many other finance courses that require FINS5513 as the co-requisite or prerequisite. FINS5513 is one of the four courses required for the Australian Securities and Investments Commission (ASIC) RG146 Tier 1 compliance. It is a regulatory requirement if you plan to work in Australia and your work involves giving Tier 1 financial advice to clients. The other three courses are FINS5510, FINS5512 and FINS5537.

2.5 Student Learning Outcomes

The Course Learning Outcomes are what you should be able to DO by the end of this course if you participate fully in all learning activities and successfully complete the assessment items. The learning activities for each lecture require that you read and understand the textbook, do the end-of-chapter questions and attend the lecture or listen to the lecture recordings. Some of the learning activities are Moodle online activities which include mandatory and optional online activities. Those learning modules are structured to help you achieve the course learning outcomes. Much of the feedback to students is online through Moodle or by email. You would interact better with the course materials if you complete the online activities in a timely manner.

Some students may do well by just completing the mandatory online activities. However, students that are not coping well with the course materials must also complete the optional online activities. Your learning progress could be monitored through all Moodle online activities and your Moodle e-learning portfolio. In some cases, timely assistance could be provided to students in need of help.

Students are expected to achieve the course learning outcomes efficiently and effectively. Better time management, better literacy and numeracy skills and appropriate learning approaches would be necessary. If you require assistance with literacy and/or numeracy, you may book a group or individual appointment to see one of the EDU consultants in Session 1, 2016. Other learning support services are also available at the UNSW Learning Centre. It is strongly recommend that you book an appointment to see one of the consultants at the Educational Development Unit located within the UNSW Business School: (1) If you need assistance to improve your English listening, comprehension and writing skills (literacy skills); (2) If you require assistance to improve your business quantitative skills (numeracy skills). If you do need assistance, it is strongly recommended that you take this course in Session 1, 2016.

Attempts to obtain answers directly from the internet and question banks would not help you achieve the course learning outcomes. Those attempts are most likely to lead to failure in this course. Students are also likely to feel stressful, frustration and agonies after a major failure during the course. Students using that approach to obtain high online assessment marks are most likely to find themselves in very desperate
situations. They would need to memorise massive amount of information without understanding them and many equations without knowing their meanings.

The Learning Outcomes in this course also help you to achieve some of the overall Program Learning Goals and Outcomes for all postgraduate coursework students in the Business School. Program Learning Goals are what we want you to BE or HAVE by the time you successfully complete your degree (e.g. ‘be an effective team player’). You demonstrate this by achieving specific Program Learning Outcomes - what you are able to DO by the end of your degree (e.g. ‘participate collaboratively and responsibly in teams’).

Business Postgraduate Coursework Program Learning Goals and Outcomes

1. Knowledge: Our graduates will have current disciplinary or interdisciplinary knowledge applicable in local and global contexts.
You should be able to identify and apply current knowledge of disciplinary or interdisciplinary theory and professional practice to business in local and global environments.

2. Critical thinking and problem solving: Our graduates will have critical thinking and problem solving skills applicable to business and management practice or issues.
You should be able to identify, research and analyse complex issues and problems in business and/or management, and propose appropriate and well-justified solutions.

3. Communication: Our graduates will be effective communicators in professional contexts.
You should be able to:
   a. Produce written documents that communicate complex disciplinary ideas and information effectively for the intended audience and purpose, and
   b. Produce oral presentations that communicate complex disciplinary ideas and information effectively for the intended audience and purpose.

4. Teamwork: Our graduates will be effective team participants.
You should be able to participate collaboratively and responsibly in teams, and reflect on your own teamwork, and on the team’s processes and ability to achieve outcomes.

5. Ethical, social and environmental responsibility: Our graduates will have a sound awareness of ethical, social, cultural and environmental implications of business issues and practice.
You should be able to:
   a. Identify and assess ethical, environmental and/or sustainability considerations in business decision-making and practice, and
   b. Consider social and cultural implications of business and/or management practice.

For more information on the Postgraduate Coursework Program Learning Goals and Outcomes, see Part B of the course outline.

The following table shows how your Course Learning Outcomes relate to the overall Program Learning Goals and Outcomes, and indicates where these are assessed (they may also be developed in other activities):

<table>
<thead>
<tr>
<th>Program Learning Goals and Outcomes</th>
<th>Course Learning Outcomes</th>
<th>Course Assessment Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>This course helps you to achieve the following learning goals for all</td>
<td>On successful completion of the course, you should be able to:</td>
<td>This learning outcome will be assessed in the following items:</td>
</tr>
</tbody>
</table>
Business postgraduate coursework students:

<table>
<thead>
<tr>
<th></th>
<th>Knowledge</th>
<th>Critical thinking and problem solving</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Explain the standard models of asset and derivative pricing and their underlying assumptions.</td>
<td>Use the standard models of asset and derivative pricing to interpret and analyse real problems in investments.</td>
<td>Exams</td>
</tr>
<tr>
<td>2a</td>
<td>Written communication</td>
<td>Construct written work which is logically presented.</td>
<td>Exams</td>
</tr>
<tr>
<td>3b</td>
<td>Oral communication</td>
<td>Communicate ideas in a succinct and clear manner.</td>
<td>Not assessed</td>
</tr>
<tr>
<td>4</td>
<td>Teamwork</td>
<td>Work collaboratively to complete a task.</td>
<td>Not assessed</td>
</tr>
<tr>
<td>5a</td>
<td>Ethical, environmental and sustainability responsibility</td>
<td>Identify and assess ethical considerations in investment decisions.</td>
<td>Not assessed</td>
</tr>
<tr>
<td>5b</td>
<td>Social and cultural awareness</td>
<td>Not specifically addressed in this course.</td>
<td>Not assessed</td>
</tr>
</tbody>
</table>

Upon completion of this course you will have a basic knowledge of portfolio construction, equity valuation, fixed income investing, and derivatives pricing. Specifically, you will:

- Have a working knowledge of the operations of key financial markets
- Discuss and write about major investment topics
- Be confident in valuing a range of asset types
- Develop links between theory and the practice of investment management

### 3 LEARNING AND TEACHING ACTIVITIES

#### 3.1 Approach to Learning and Teaching in the Course

There is a lot of material to cover in this class, but we want to ensure that it will be relevant and meaningful to you in class and after you graduate: To help achieve this objective we have a number of teaching aims:

- Create a climate of engagement, dialogue and ongoing feedback regarding the content, teaching strategies, learning experiences and outcomes;
- Cater for a variety of learning preferences and abilities by providing a range of learning activities and teaching methods;
- Develop independent learning skills and create an environment that provides guidance as well as encouraging students to extend their learning;

#### 3.2 Learning Activities and Teaching Strategies

This course consists of two three-hour sessions delivered each week through a combination of lecture and discussion. Students are given continuous feedback about their progress throughout the term when they complete various activities online. There are mandatory tasks as well as optional activities that would track your learning. There is at least one piece of assessment every lecture. When possible we will bring current research to class. We do this through discussion, referring to topical papers and
analysing data from current financial markets. We employ a number of strategies, including: continuing to provide a comprehensive range of on-line activities and resources so as to encourage independent learning, self-assessment and reflection on learning progress; monitoring on-line activities to be aware of student progress as it occurs.

There is an exercise module in Lecture 1 to help students refresh their understanding of basic statistics and mathematics. Students who are unable to complete that module should defer their enrolment in FINS5513 to Session 1, 2016. If you have difficulty with that module, you should make an appointment with EDU for a one-on-one consultation to help you improve your quantitative (numeracy) skills. Lecture 1 also introduces the investment environment, asset classes and financial instruments. Students would learn in Lecture 1 how to price key financial instruments, how securities are traded and related regulatory policies. There is a second exercise module in Lecture 1 and two modules in Lecture 2 to help students who have completed FINS5512 Financial Markets and Institutions or equivalent refresh their understanding of the financial markets and institutions. It is your responsibility to ensure that it would be easy for you to understand the first five chapters of the textbook on your own without much online assistance before you proceed with your enrolment in FINS5513. While it is possible for some students to catch up on their own with some online assistance, it would require additional time and effort. It is the responsibility of students to ensure that they have the additional time if they have some difficulty understanding the first five chapters.

Your learning progress in this course would be monitored through your participation in Moodle online activities. It is recommended that you keep an e-learning portfolio for this course and that you participate regularly in Moodle online activities. For Lectures 1 and 2, you may like to include in your learning portfolio any additional notes that would clarify your understanding of basic concepts relating to statistics, probability theory, financial instruments and financial markets.

For each quiz and test, you must upload hand-written explanation for all correct and incorrect answers. In your quiz explanation, it is important to read around a particular concept and explore related concepts, beyond the answer of that question. You may like to include those additional notes as part of your quiz explanation. If it is a new fact or idea, you may like to examine it critically, linking them to existing facts and ideas. If possible, make numerous links between those facts and ideas.

4 ASSESSMENT

4.1 Formal Requirements

The grade of Unsatisfactory Failure (UF) may apply if the composite mark is between 46 and 84, inclusive. In order to pass this course, you must satisfy the following:

- achieve a composite mark of at least 50; and
- achieve at least 50% of the maximum mark for the final examination; and
- make a satisfactory attempt at all other assessment tasks (see below).

You must pass the final examination in order to pass this course. If you failed the final exam, the final exam would count 100% towards your overall (composite) course mark. There are several security-related requirements for all online assessments.
4.2 Assessment Details (Tentative)

<table>
<thead>
<tr>
<th>Assessment Task</th>
<th>Weighting</th>
<th>Length</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online Quizzes</td>
<td>20%</td>
<td>45 minutes</td>
<td>Fri and Mon at 12 noon</td>
</tr>
<tr>
<td>Online Test</td>
<td>10%</td>
<td>1 hour</td>
<td>Fri Jan 8, 2016 6-8pm</td>
</tr>
<tr>
<td>Final Examination</td>
<td>70%</td>
<td>3 hours</td>
<td>Final Exam Period</td>
</tr>
</tbody>
</table>

4.3 Assessment Format

**Online Quizzes**
Due: Twice Weekly (Friday and Monday at 12 noon)
Weight: 20% of the Overall Grade

Every lecture a quiz is made available on the day of the lecture at 12:00 or later after you have completed a set of required tasks and it is due within 4 calendar days at 12:00. You can take the quiz up to 6 times (minimum 3 times) with a 6 hour waiting period between attempts. 15 questions are drawn from a test-bank and you have 45 minutes to submit your answers. Upon submission you will be immediately informed of your score and feedback on each question would be given after the quiz has closed. The average of your quiz scores for at least 3 attempts becomes your grade for that quiz. You must upload your **hand-written** explanation and/or all calculations to support your answers for all attempts in your own handwriting and with your signature. You must show all work done and your explanation must be meticulous. Unsupported or unexplained correct answers will be graded as incorrect.

**In-Class Online Test (Tentative)**
Due: Friday 8\textsuperscript{th} January 2016 6-8pm
Weight: 10% of the Overall Grade

You must bring your own laptop to class for the In-Class Online test on Friday 8\textsuperscript{th} January 2106 6-8pm. You must upload your **hand-written** answers, explanation and/or all calculations to support your answers in your own handwriting and with your signature. You must show all work done and your explanation must be meticulous. For essay-typed questions, you must also upload your word-processed (machine-typed) answers to Turnitin to check for originality. Unsupported or unexplained correct answers will be graded as incorrect.

You may get a zero mark for a particular quiz or test or all the quizzes and/or tests if you failed to verify by video link when asked and/or failed to explain a particular correct answer to demonstrate your understanding of the underlying concepts when asked. You may be randomly asked by email, telephone, via Moodle, via video link or in person. You will be asked if your quiz marks are substantially higher than your in-class online test mark and/or final exam mark.

**Final Examination (3 hour exam)**
Due: Held during the UNSW Exam Period for U1C (date to be determined)
Weight: 70% of the Overall Grade (tentative)

The final examination will cover the entire course. It would test materials covered in the text, lecture notes, other required lecture and reading materials. The examination is
closed book and the final exam paper is a confidential exam paper. The final examination is not a learning tool and it will not be returned to students.

The final examination is conducted in accordance with the UNSW Rules for the Conduct of Examinations and it is the student’s responsibility to be familiar with these rules. For more information, refer to the UNSW examination website: https://my.unsw.edu.au/student/academiclife/assessment/examinations/examinations.html

You must follow all (both verbal and written) instructions. The penalty for entering a wrong student number, use pencil for written answers, use pen on generalized answer sheet or went to the wrong venue is 5% of the maximum exam mark for each incident. If you do not have your UNSW student ID but have another form of identification such as driver licence or passport, the penalty is 10% of the maximum exam mark, and the penalty is 20% of the maximum exam mark if you have no form of identification.

4.4 Assignment Submission Procedure
The online exercises, online quizzes and online tests are available on Moodle, and all required attachments are to be uploaded to Moodle. All answers to essay-type questions must be uploaded to Moodle (handwritten answers) as well as to Turnitin (typed answers) before their due dates. Turnitin is used to check for originality.

4.5 Late Submission
There will be no extensions for missed online exercises, online quizzes and online tests regardless of excuse. If you miss an exercise, quiz or test, you miss it. For the quiz explanation, 10 percent of the full mark will be deducted for each three hour period an item is late with a grace period of 20 minutes. For the test explanation, 10 percent of the full mark will be deducted for each ten-minute period an item is late with a grace period of 10 minutes. No late explanation would be accepted after the correct answers and feedback have been made available.

5 COURSE RESOURCES

5.1 Required textbook

5.2 Other useful textbooks


5.3 Other Readings
Security Analysis, by Benjamin Graham and David L. Dodd, McGraw Hill, 1934. Still in print, this is regarded as the bible of value investing. The only book you need to read according to Warren Buffett.


5.4 Moodle
This course makes extensive use of the Moodle site, which includes the following:
- Course announcements and general information
- Lecture notes and lecture recordings
- Online exercises, quizzes and tests
- Practice Excel spreadsheets (with exercises)
- A personal log of your use of the website
- Your assessment results
- On-line technical support

The Moodle site for this course can be accessed from the Moodle log-in page at: [http://telt.unsw.edu.au](http://telt.unsw.edu.au) or via MyUNSW at [http://my.unsw.edu.au](http://my.unsw.edu.au)

6  COURSE EVALUATION AND DEVELOPMENT
Each year feedback is sought from students and other stakeholders about the courses offered in the School and continual improvements are made based on this feedback. UNSW's Course and Teaching Evaluation and Improvement (CATEI) Process is one of the ways in which student evaluative feedback is gathered. Significant changes to courses and programs within the School are communicated to subsequent cohorts of students.
### 7 COURSE SCHEDULE (Tentative)

<table>
<thead>
<tr>
<th>Lecture</th>
<th>Date</th>
<th>Topic</th>
<th>Chapter</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Mon Dec 7</td>
<td>Introduction; Basic Probability and Statistics; Financial Instruments; Equity Indices; Securities Trading</td>
<td>1,2,3</td>
</tr>
<tr>
<td>2</td>
<td>Wed Dec 9</td>
<td>Investment Companies; Risk and Return</td>
<td>4, 5</td>
</tr>
<tr>
<td>3</td>
<td>Mon Dec 14</td>
<td>Risk Aversion and Capital Allocation; Optimal Risky Portfolios</td>
<td>6,7</td>
</tr>
<tr>
<td>4</td>
<td>Wed Dec 16</td>
<td>Index Models; CAPM</td>
<td>8, 9</td>
</tr>
<tr>
<td>5</td>
<td>Mon Dec 21</td>
<td>APT and Multifactor Models; Efficient Market Hypothesis</td>
<td>10, 11</td>
</tr>
<tr>
<td>6</td>
<td>Mon Jan 4</td>
<td>Behavioral Finance and Technical Analysis; Empirical Evidence</td>
<td>12, 13</td>
</tr>
<tr>
<td>7</td>
<td>Wed Jan 6</td>
<td>Regression Analysis; Beta and SML Estimation; Bond Pricing and Yields</td>
<td>13, 14</td>
</tr>
<tr>
<td></td>
<td>Fri Jan 8</td>
<td>In-Class Online Test: 6-8pm, venue TBA</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Mon Jan 11</td>
<td>Term Structure of Interest Rates; Managing Bond Portfolios</td>
<td>15,16</td>
</tr>
<tr>
<td>9</td>
<td>Wed Jan 13</td>
<td>Equity Valuation Models; Options Markets and Options Trading Strategies</td>
<td>18, 20</td>
</tr>
<tr>
<td>10</td>
<td>Mon Jan 18</td>
<td>Options Pricing; Futures</td>
<td>21, 22</td>
</tr>
<tr>
<td>11</td>
<td>Wed Jan 20</td>
<td>Futures and Risk Management</td>
<td>22, 23</td>
</tr>
<tr>
<td></td>
<td>Mon Jan 25</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Wed Jan 27</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Feb 01-Feb 04</td>
<td>Study Period U1C</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Feb 05-Feb 09</td>
<td>Final Exam Period (Exams U1C)</td>
<td></td>
</tr>
</tbody>
</table>
8. Frequently asked questions (FAQ’s)

8.1: What type of calculator should I buy for the course?
It is recommended that you buy a good scientific calculator similar to that used by senior high school students in Australia. It must be capable of calculating a long string of numbers with high accuracy. However, you may use a UNSW-Approved financial or non-financial calculator for the examinations. It must be an electronic calculator that is approved by UNSW and it must have an approval sticker from UNSW. To get the sticker on your calculator, please bring it to the Australian School of Business Student Centre during its business hours. The following link has a list of calculators that would be approved by UNSW:

8.2: If I do not bring an approved calculator to the examinations, would I be provided with an approved calculator?
No. Also, your calculator would be taken away from you if it does not have a UNSW approval sticker.

8.3: Should I use a financial calculator for the examinations?
UNSW has an explicit policy on the type of calculators that can be used in examinations, and we use this policy. For computational questions we require you to show and explain all your work to get credit for any answer, so simply using a fancy calculator will not ensure you a passing grade. Our aim is to test for a significant understanding of the material, and the questions reflect this view. While the use of a UNSW-Approved financial calculator is permitted at the examinations, it is recommended that you use a UNSW-Approved scientific (non-financial) calculator.

8.4: Do we have to explain and show all steps for written calculation questions?
Yes. Zero marks would be awarded for numerical answers without explanation and intermediate steps. Our aim is to test for a significant understanding of the material, and your ability to explain your work.

8.5: How many decimal places should we use for our calculations?
It depends but you should use at least 4 decimal places for most questions. Answers to dollar value questions must be accurate to the nearest cent, and most answers must be accurate to 2 decimal places. For very small values, it must be accurate to 3 non-zero digits. For examples: 0.0123, 0.00123 or 0.000123. Whenever relevant, for small or very small values, give your answer in percentage instead of decimal. For example, use 0.123% instead of 0.00123. For very small values, it is recommended that you use at least 8 decimal places. You should minimise the number of times you have to re-enter those values in your calculations by using a good scientific calculator.

8.6: I cannot login to Moodle. What should I do?
Moodle automatically synchronizes with UNSW’s registration lists to allow enrolled students access to the class site. It will take up to 2 days for UNSW to process your course addition and for Moodle to recognize your enrolment. If you have been enrolled for some time and cannot access the course page it could be a problem with the Moodle account system. Contact the IT Service Desk where they will check on your status and may refer your problem to the Moodle support team. Access to the Moodle site is automatically granted to all registered students. Instructors are unable to solve “access” problems with Moodle – these can only be resolved through IT Service Desk.
8.7: I could not login to Moodle; can I be relieved from my class responsibilities due to a computer problem?
No. If you experience difficulties with Moodle or the computer you use to connect to Moodle be sure to take advantage of the many support options provided (visit UNSW IT Service desk for more information). Note that you will not have Moodle access until you are properly enrolled in the class. For more details please visit: http://support.telt.unsw.edu.au/Moodle/content/default.cfm?ss=0

8.8: Can I take a quiz or test once it is closed by Moodle?
No. If you are travelling, ensure that you have web access so that you can complete the quiz or test.

8.9: Do we get to use (or bring) formula sheets for the examinations?
No. Basically there are three reasons. First, when you are working (say in a meeting) you are often asked a question when a textbook is not handy. By getting you to learn (rather than memorize) how key formulae work you will be much better able to develop intuition for problems and comment intelligently on implications, without having to rely exclusively on texts and other support materials. Second, upon graduation you may want to sit for a range of industry-related certifications. Typically these examinations do not allow any support materials, so we are using an examination regimen that you will be asked to abide by when working in industry. Finally, remember that the complexity of the examination is related to the resources allowed. If we allowed more detailed support in the examination we would simply ask more difficult questions.

8.10: The required text is from the US and it covers a lot of US institutional detail. Are we getting too much exposure to the US markets in this class?
The text is probably the best-known and most-adopted masters-level investment text among top business schools. We are very comfortable with the topics covered and the technical aspects of the text content. Further, most available texts will have a US focus for one simple reason – American capital markets are by far the largest in the world, attracting investors from all over the globe, and influencing regulations in all markets. So even if you plan on basing your career in Australia you will need a strong working knowledge of the world’s largest and most influential capital market.

8.11: Is it alright to use the 9th edition of Investments by Bodie, Kane and Marcus?
No. We would all be using the 10th edition of Investments by Bodie, Kane and Marcus, the official textbook of the course. There are differences between the 9th (2011) and 10th (2014) editions. Students who used the 9th edition would be disadvantaged and/or inconvenienced by the differences.

8.12: Do we get past or sample examination papers?
No.

8.13: Can we still pass the course if we failed the final exam?
No.

8.14: What would be the format of the final exam?
The final exam could comprise of case studies, multiple choice, short-answer (essay) and/or calculation questions. Except for the multiple-choice, full detailed explanation is required for all answers.

8.15: Can I still attend a lecture if I am enrolled in the Web class?
Yes if a seat is available, and you would need to email the LIC.
FINS5513
INVESTMENTS AND PORTFOLIO SELECTION
This Version: 04 November 2015

Course Outline
Summer Term, 2016

Part B: Key Policies, Student Responsibilities and Support
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PART B: KEY POLICIES, STUDENT RESPONSIBILITIES AND SUPPORT

1 PROGRAM LEARNING GOALS AND OUTCOMES

The Business School Program Learning Goals reflect what we want all students to BE or HAVE by the time they successfully complete their degree, regardless of their individual majors or specialisations. For example, we want all our graduates to HAVE a high level of business knowledge, and a sound awareness of ethical, social, cultural and environmental implications of business. As well, we want all our graduates to BE effective problem-solvers, communicators and team participants. These are our overall learning goals for you.

You can demonstrate your achievement of these goals by the specific outcomes you achieve by the end of your degree (e.g. be able to analyse and research business problems and propose well-justified solutions). Each course contributes to your development of two or more program learning goals/outcomes by providing opportunities for you to practise these skills and to be assessed and receive feedback.

Program Learning Goals for undergraduate and postgraduate students cover the same key areas (application of business knowledge, critical thinking, communication and teamwork, ethical, social and environmental responsibility), which are key goals for all Business students and essential for success in a globalised world. However, the specific outcomes reflect different expectations for these levels of study.

We strongly advise you to choose a range of courses which assist your development of these skills, e.g., courses assessing written and oral communication skills, and to keep a record of your achievements against the Program Learning Goals as part of your portfolio.

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<th>Business Postgraduate Coursework Program Learning Goals and Outcomes</th>
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<tr>
<td>1. Knowledge: Our graduates will have current disciplinary or interdisciplinary knowledge applicable in local and global contexts. You should be able to identify and apply current knowledge of disciplinary or interdisciplinary theory and professional practice to business in local and global environments.</td>
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<td>2. Critical thinking and problem solving: Our graduates will have critical thinking and problem solving skills applicable to business and management practice or issues. You should be able to identify, research and analyse complex issues and problems in business and/or management, and propose appropriate and well-justified solutions.</td>
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<td>3. Communication: Our graduates will be effective communicators in professional contexts. You should be able to: c. Produce written documents that communicate complex disciplinary ideas and information effectively for the intended audience and purpose, and d. Produce oral presentations that communicate complex disciplinary ideas and information effectively for the intended audience and purpose.</td>
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<td>4. Teamwork: Our graduates will be effective team participants. You should be able to participate collaboratively and responsibly in teams, and reflect on your own teamwork, and on the team’s processes and ability to achieve outcomes.</td>
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<td>5. Ethical, social and environmental responsibility: Our graduates will have a sound awareness of ethical, social, cultural and environmental implications of business issues and practice. You should be able to: c. Identify and assess ethical, environmental and/or sustainability considerations in business decision-making and practice, and d. Consider social and cultural implications of business and/or management practice.</td>
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2 ACADEMIC HONESTY AND PLAGIARISM

The University regards plagiarism as a form of academic misconduct, and has very strict rules regarding plagiarism. For UNSW policies, penalties, and information to help you avoid plagiarism see: http://www.lc.unsw.edu.au/plagiarism/index.html as well as the guidelines in the online ELISE tutorials for all new UNSW students: http://subjectguides.library.unsw.edu.au/elise.

To see if you understand plagiarism, do this short quiz: http://www.lc.unsw.edu.au/plagiarism/plagquiz.html.

For information on how to acknowledge your sources and reference correctly, see: http://www.lc.unsw.edu.au/onlib/ref.html.

For the Business School Harvard Referencing Guide, see the Business Referencing and Plagiarism webpage (Students>Learning support> Resources>Referencing and plagiarism).

For the online assessments, the answers must be your own and you must be able to explain a particular answer to demonstrate your understanding of the underlying concepts when asked. You may also be asked to verify by video link while doing an online assessment. Also, you must have hand-written notes that support your answer in your own handwriting with your signature and these notes must be uploaded to Moodle. Unsupported or unexplained correct answers will be graded as incorrect. The use of direct quotations is permitted but restricted to no more than 10 percent of the answer. All direct quotations must be correctly credited to its source and referenced. Your mark for an answer would depend on the amount of originality of that answer. As a guide, if the mark of the answer is 0.8 (out of 1) and its originality is 80 percent, then your mark for that answer would be 0.64 (0.8*0.8).

You would get a zero mark for the entire quiz or test if your hand-written explanation is not uploaded to Moodle before the release of the correct answers and feedback. Also, you would get a zero mark for all the quizzes and/or tests if you have a certain mix of correct and wrong answers that would provide adequate evidence that you have been dishonest while doing those quizzes and/or tests. There are many mistakes among answers sourced from the internet and there are many questions that have been deliberately changed. You may also get a zero mark for a particular quiz or test or all the quizzes and/or tests if you failed to verify by video link when asked and/or failed to explain a particular correct answer to demonstrate your understanding of the underlying concepts when asked. You will be asked if your quiz and/or test marks are substantially higher than your in-class test mark and/or final exam mark.

3 STUDENT RESPONSIBILITIES AND CONDUCT

Students are expected to be familiar with and adhere to university policies in relation to class attendance and general conduct and behaviour, including maintaining a safe, respectful environment; and to understand their obligations in relation to workload, assessment and keeping informed.

3.1 Workload

It is expected that you will spend at least 20 hours per week studying this course, a total of at least 150 hours. This time should be made up of reading, research, working on exercises and problems, and attending classes and online sessions. In periods where you need to complete assignments or prepare for examinations, the workload may be greater.

Over-commitment has been a cause of failure for many students. You should take the required workload into account when planning how to balance study with employment and other activities.

We strongly encourage you to connect with your Moodle course websites in the first week of semester. Local and international research indicates that students who engage early and often with their course website are more likely to pass their course.

Information for staff and students on expected workload: 
https://my.unsw.edu.au/student/atoz/UnitsOfCredit.html

3.2 Attendance

Your regular and punctual participation is expected in this course. University regulations indicate that if students attend less than 80% of scheduled classes they may be refused final assessment. Reference for 80% guideline is at:
https://my.unsw.edu.au/student/atoz/AttendanceAbsence.html

For this course, class attendance is replaced by course participation which is monitored by your participation in the various activities associated with the course. Much of the course activities would be online via the use of Moodle and Moodle is used in this course to monitor all your online activities. Your regular and punctual participation on Moodle, including the regular and punctual completion of the Moodle Exercises and quizzes is expected in this course. If students completed less than 80% of the quizzes and/or completed less than 80% of the Moodle Exercises they may be refused final assessment. If students have less than 80% participation in the course activities they may also be refused final assessment.

3.3 General Conduct and Behaviour

You are expected to conduct yourself with consideration and respect for the needs of your fellow students and teaching staff. Conduct which unduly disrupts or interferes with a class, such as ringing or talking on mobile phones, is not acceptable and students may be asked to leave the class. More information on student conduct is available at: https://my.unsw.edu.au/student/atoz/BehaviourOfStudents.html

3.4 Occupational Health and Safety

UNSW Policy requires each person to work safely and responsibly, in order to avoid personal injury and to protect the safety of others. For more information, see http://www.ohs.unsw.edu.au/.
3.5 Keeping Informed

You should take note of all announcements made in lectures, tutorials or on the course web site. From time to time, the University will send important announcements to your university e-mail address without providing you with a paper copy. You will be deemed to have received this information. It is also your responsibility to keep the University informed of all changes to your contact details.

4 SPECIAL CONSIDERATION AND SUPPLEMENTARY EXAMINATIONS

You must submit all assignments, attempt all (online and in-class) exercises, quizzes and tests, and, attend all examinations scheduled for your course. You should seek assistance early if you suffer illness or misadventure which affects your course progress. Work and other commitments are not normally considered a justification for special consideration.

General Information on Special Consideration:

1. All applications for special consideration must be lodged online through myUNSW within 3 working days of the assessment (Log into myUNSW and go to My Student Profile tab > My Student Services > Online Services > Special Consideration). You will then need to submit the originals or certified copies of your completed Professional Authority form (pdf - download here) and other supporting documentation to Student Central. For more information, please study carefully in advance the instructions and conditions at: https://my.unsw.edu.au/student/atoz/SpecialConsideration.html.

2. Please note that documentation may be checked for authenticity and the submission of false documentation will be treated as academic misconduct. The School may ask to see the original or certified copy.

3. Applications will not be accepted by teaching staff. The lecturer-in-charge will be automatically notified when you lodge an online application for special consideration.

4. Decisions and recommendations are only made by lecturers-in-charge (or by the Faculty Panel in the case of UG final exam special considerations), not by tutors.

5. Applying for special consideration does not automatically mean that you will be granted a supplementary exam or other concession.

6. Special consideration requests do not allow lecturers-in-charge to award students additional marks.

The policy of the School of Banking and Finance is that the lecturer-in-charge will need to be satisfied on each of the following before supporting a request for special consideration:

- Does the medical certificate contain all relevant information? For a medical certificate to be accepted, the degree of illness, and impact on the student, must be stated by the medical practitioner (severe, moderate, mild). A certificate without this will not be valid.
• Has the student performed satisfactorily in the other assessment items? Satisfactory performance would require at least 50% in each major assessment item specified in the Course Outline and meeting the obligation to have attended 80% of the lectures or equivalent.

• Does the student have a history of previous applications for special consideration? A history of previous applications may preclude a student from being granted special consideration.

Special Consideration and the Final Examination:
Applications for special consideration in relation to the final examination are considered by the School of Banking and Finance Special Consideration Committee to which lecturers-in-charge provide their recommendations for each request. If the committee grants a special consideration request, this will entitle the student to sit a supplementary exam. No other form of consideration will be granted. The following procedures will apply:

• Supplementary exams will be held centrally and the tentative date for the School of Banking and Finance supplementary exams for Summer Term, 2016 is Wednesday, 24th February, 2016. If a student lodges a special consideration for the final exam, they are stating they will be available on the above date. **Supplementary exams will not be held at any other time.**

• Where a student is granted a supplementary exam as a result of a request for special consideration, the student’s original exam (if completed) will be ignored and only the mark achieved in the supplementary exam will count towards that exam grade. Failure to attend the supplementary exam will not entitle the student to have the original exam paper marked and may result in a zero mark for that exam.

If you attend the regular final exam, you are extremely unlikely to be granted a supplementary exam. Hence if you are too ill to perform up to your normal standard in the regular final exam, you are strongly advised not to attend. However, granting of a supplementary exam in such cases is not automatic. You would still need to satisfy the criteria stated above.

For postgraduate courses, the School of Banking and Finance Special Consideration Committee adopts the same policy as the Business School’s policy for undergraduate courses. The Business School’s ‘Special Consideration and Supplementary Examination Policy and Procedures for Final Exams for Undergraduate Courses’ is available at: www.business.unsw.edu.au/Students-Site/Documents/supplementary_exam_procedures.pdf

Special consideration and assessments other than the Final Exam:
There will be no extensions for missed online quizzes and online tests regardless of excuse. If you miss an online quiz or online test, you miss it. In extenuating situations, the weighting of the missed quiz or test would be shifted to the final exam only if you sit the scheduled final exam.
5 STUDENT RESOURCES AND SUPPORT

The University and the Business School provide a wide range of support services for students, including:

- **Business School Education Development Unit (EDU)**
  
  [www.business.unsw.edu.au/students/resources/learning-support](http://www.business.unsw.edu.au/students/resources/learning-support)
  
  The EDU provides academic writing, study skills and maths support specifically for Business students. Services include workshops, online resources, and individual consultations. EDU Office: Level 1, Room 1033, Quadrangle Building. Phone: 9385 5584; Email: edu@unsw.edu.au.

- **Business Student Centre**
  
  [www.business.unsw.edu.au/students/resources/student-centre](http://www.business.unsw.edu.au/students/resources/student-centre)
  
  Advice and direction on all aspects of admission, enrolment and graduation. Office: Level 1, Room 1028 in the Quadrangle Building; Phone: 9385 3189.

- **Moodle eLearning Support**: For online help using Moodle, go to: [https://student.unsw.edu.au/moodle-support](https://student.unsw.edu.au/moodle-support). For technical support, email: itservicecentre@unsw.edu.au; Phone: 9385 1333.

- **UNSW Learning Centre** ([www.lc.unsw.edu.au](http://www.lc.unsw.edu.au))
  
  Academic skills support services, including workshops and resources, for all UNSW students. See website for details.

- **Library training and search support services**
  
  [http://info.library.unsw.edu.au/web/services/services.html](http://info.library.unsw.edu.au/web/services/services.html)

- **IT Service Centre**: Technical support for problems logging in to websites, downloading documents etc. [https://www.it.unsw.edu.au/students/index.html](https://www.it.unsw.edu.au/students/index.html)
  
  UNSW Library Annexe (Ground floor).

- **UNSW Counselling and Psychological Services**
  
  [http://www.counselling.unsw.edu.au](http://www.counselling.unsw.edu.au) Free, confidential service for problems of a personal or academic nature; and workshops on study issues such as ‘Coping with Stress’ and ‘Procrastination’. Office: Level 2, Quadrangle East Wing; Phone: 9385 5418.

- **Student Equity & Disabilities Unit** [http://www.studentequity.unsw.edu.au](http://www.studentequity.unsw.edu.au)
  
  Advice regarding equity and diversity issues, and support for students who have a disability or disadvantage that interferes with their learning. Office: Ground Floor, John Goodsell Building; Phone: 9385 4734; Email: seadu@unsw.edu.au