

COURSE IMPLEMENTATION DATE:	September 1988
COURSE REVISED IMPLEMENTATION DATE:	September 1997
COURSE TO BE REVIEWED:	(MONTH YEAR format)
(Four years after implementation date)	

**OFFICIAL COURSE OUTLINE INFORMATION**

Students are advised to keep course outlines in personal files for future use.

Shaded headings are subject to change at the discretion of the department and the material will vary - see course syllabus available from instructor

FACULTY/DEPARTMENT:	<b>Business Administration</b>	
<b>BUS 390</b>		<b>3</b>
COURSE NAME/NUMBER	FORMER COURSE NUMBER	UCFV CREDITS
	<b>Special Topics</b>	
COURSE DESCRIPTIVE TITLE		

**CALENDAR DESCRIPTION:** This course investigates a special topic related to the management of businesses or other organizations. Normally this will consist of an in-depth consideration of an issue or problem faced by a specific type of organization or by organizations in general. This course will be offered only when funding is available and student interest is evident.

**PREREQUISITES:** Acceptance into a Business Administration program; other prerequisites dependent on topic  
**COREQUISITES:**

SYNONYMOUS COURSE(S)	<b>SERVICE COURSE TO:</b>
(a) Replaces: _____ (Course #)	_____
(b) Cannot take: _____ for further credit. (Course #)	_____

TOTAL HOURS PER TERM: <b>45</b>	TRAINING DAY-BASED INSTRUCTION
<b>STRUCTURE OF HOURS:</b>	LENGTH OF COURSE: _____
Lectures: <b>30</b> Hrs	HOURS PER DAY: _____
Seminar: <b>15</b> Hrs	
Laboratory: Hrs	
Field Experience: Hrs	
Student Directed Learning: Hrs	
Other (Specify): Hrs	

MAXIMUM ENROLLMENT:	<b>25</b>
EXPECTED FREQUENCY OF COURSE OFFERINGS:	<b>Fall and Winter</b>
<b>WILL TRANSFER CREDIT BE REQUESTED? (lower-level courses only)</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>WILL TRANSFER CREDIT BE REQUESTED? (upper-level requested by department)</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>TRANSFER CREDIT EXISTS IN BCCAT TRANSFER GUIDE:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**AUTHORIZATION SIGNATURES:**

Course Designer(s): _____ David Kells	Chairperson: _____ W.R. (Dick Bate) ( <i>Curriculum Committee</i> )
Department Head: _____ Janet Falk	Dean: _____ W.R. (Dick) Bate
PAC Approval in Principle Date: _____	PAC Final Approval Date: September 24, 1997

**COURSE NAME/NUMBER****LEARNING OBJECTIVES / GOALS / OUTCOMES / LEARNING OUTCOMES:**

Upon completion of the course the student should be able to:

1. Understand and interpret financial information contained in financial statements, prospectuses, etc.
2. Describe the type features, characteristics, valuation, underwriting, and trading of bonds and equities.
3. Describe the role and operation of the money markets, and the Bank of Canada.
4. Define the basics of portfolio management and appreciate the role of taxation in portfolio planning.
5. Describe industry practices, rules, and securities legislation.

**METHODS:**

Lecture, discussion, and problem solving

**PRIOR LEARNING ASSESSMENT RECOGNITION (PLAR):**

Credit can be awarded for this course through PLAR (Please check :)  Yes  No

**METHODS OF OBTAINING PLAR:****TEXTBOOKS, REFERENCES, MATERIALS:**

[Textbook selection varies by instructor. An example of texts for this course might be:]  
Canadian Securities Institute, *The Canadian Securities Course: textbook*, 1996 edition.

**SUPPLIES / MATERIALS:****STUDENT EVALUATION:**

[An example of student evaluation for this course might be:]

The letter grade received for this course will be based on the following assignment:

Midterm:	25%
Quizzes:	15%
Assignment 1 (CSC)	10%
Final Examination	<u>50%</u>
	100%

The letter grade will be based on the Grading System of the UCFV Policy Manual.

**COURSE CONTENT:**

(Subject to Change)

Course Content

<u>Week</u>	<u>Topic</u>	<u>Chapter</u>
1	Capital Markets and the Financial Services Industry	Ch 1
2	Corporations and their financial statements	Ch 2
3	Analyzing financial statements	Ch 3
4	The Canadian Economy	Ch 4
5	Fixed Income Markets Assignment 1 due	Ch 5
6	Equities Midterm exam	Ch 6

7	Canadian Investment Funds	Ch 7
8	Derivatives	Ch 8
9	Analyzing Products	Ch 9
10	Financing, Listing, and Regulation	Ch 10
11	Financial Planning and Taxation issues	Ch 11
12	Portfolio Management Review	Ch 12
13	Review	
	FINAL EXAM for Bus 390	
16	CSC EXAM tentative date (to be held in Abbotsford)	

Classroom meetings will include problem-solving activities, short quizzes, and tests designed to enhance the student's ability to pass the CSC final examination.