Financial Analysis and Certifications, Course Syllabus

<table>
<thead>
<tr>
<th>Instructor:</th>
<th>Dr. Pankaj K. Jain (or in short ..P.K.), MBA, CFA, Ph.D.</th>
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</thead>
<tbody>
<tr>
<td>Class Schedule:</td>
<td>Wednesday 7:10 to 10:10PM</td>
</tr>
<tr>
<td>Office Hours:</td>
<td>By appointment in FCB 425</td>
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<tr>
<td>Office Phone:</td>
<td>901-678-3810</td>
</tr>
<tr>
<td>Discussion Board is better than E-Mail:</td>
<td>First ask your questions in the discussion board. There are 40 people who can potentially reply to your answer more quickly there <a href="https://elearn.memphis.edu">https://elearn.memphis.edu</a>; Use email only for issues containing personal information that cannot be posted for public display.</td>
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<tr>
<td>Course web site:</td>
<td><a href="https://elearn.memphis.edu">https://elearn.memphis.edu</a></td>
</tr>
<tr>
<td>Teaching Assistant:</td>
<td>Bhavik Parikh will be working closely with you for day to day administrative matters and will also answer your questions routinely. His email is <a href="mailto:brparikh@memphis.edu">brparikh@memphis.edu</a> and office phone 901 678 4139</td>
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<tr>
<td>TA office hours:</td>
<td>He will keep office hours on Wednesday 5-6PM and Thursday 1-2PM in his office: FEC 110</td>
</tr>
<tr>
<td>Portfolio Simulation Game</td>
<td><a href="http://www.investopedia.com">www.investopedia.com</a></td>
</tr>
<tr>
<td></td>
<td>Create login or handle which includes your First and Last name. Game ID: BlockTrader Game Password: BlockTrader007</td>
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**Course Description:**

Welcome to 7729, Financial Analysis and Certifications. This course is designed to familiarize you with certifications such as CFA, CFP and the content for such exams. We will closely follow the curriculum of level 1 of CFA examination. Graduate students will also need to be prepared to answer questions from Portfolio management sections of level 3 of CFA and CFP exams.

Apart from conceptual lectures, Hands-on experience will be given through participation in numerous class activities such as a Trading Game, Case Discussions, Discussion Forums, Portfolio Formation Exercise, a Strategic Investment Opportunity Project, and Student Presentations. Students registered for graduate level course are required to take the lead in presentations.

**Course Materials:** Lecture notes on course website.

No required textbook. But there are Recommend Books if you wish to study for certifications:

- Recommended materials for future CFA candidates: CFA level 1 readings [www.cfainstitute.org](http://www.cfainstitute.org)
- **CFA Fundamentals** by Bruce Kuhlman; publisher Schweser Kaplan Financial. ISBN: 978-1419526824
  Schweser provides an array of exam preparation materials.
- Rattiner's Review for the CFP Certification Examination, Fast Track, Study Guide (Rattiner's Review for the CFP Certification Examination) by Jeffrey H. Rattiner. Available online in U of M Library
Financial Risk Manager Handbook (Wiley Finance) (Paperback)
By Philippe Jorion (Author) And GARP (Global Association of Risk Professionals)
* Paperback: 752 pages  
  * Publisher: Wiley; 5 edition (May 4, 2009)
  * Language: English  
  * ISBN-10: 0470479612  

Bodie, Kane, Marcus, Essentials of Investments, 6th edition, McGraw Hill


**Grading distribution**: Please see schedules, activities, and deadline.xls file for distribution of grade points across various topics and activities.

The letter grade equivalent for the total points that you score in the course are as follows:

<table>
<thead>
<tr>
<th>Points</th>
<th>Grade</th>
</tr>
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<tbody>
<tr>
<td>961 – 1000</td>
<td>A+</td>
</tr>
<tr>
<td>921 - 960</td>
<td>A</td>
</tr>
<tr>
<td>881 - 920</td>
<td>A-</td>
</tr>
<tr>
<td>841 – 880</td>
<td>B+</td>
</tr>
<tr>
<td>801 - 840</td>
<td>B</td>
</tr>
<tr>
<td>751 - 800</td>
<td>B-</td>
</tr>
<tr>
<td>701 – 750</td>
<td>C+</td>
</tr>
<tr>
<td>651 - 700</td>
<td>C</td>
</tr>
<tr>
<td>601 - 650</td>
<td>C-</td>
</tr>
<tr>
<td>561 – 600</td>
<td>D+</td>
</tr>
<tr>
<td>501 - 560</td>
<td>D</td>
</tr>
<tr>
<td>Below 501</td>
<td>F</td>
</tr>
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</table>

**Policies:**

1. Your success in this class is important to me. I will be available to assist you during office hours or by appointment. Please feel free to ask for an appointment or drop by my office.
2. Students are expected to stay current in their reading assignment preparation before class and regularly visit the class and the course website.
3. Reasonable and appropriate accommodations will be provided to students with disabilities who present a memo from Student Disability Services (SDS).
4. Utmost ethical conduct is expected from everyone. Academic dishonesty and cheating will result in the appropriate academic and university penalties to the extent that an "F" may be assigned for the course grade and the student may be dismissed from the university for disciplinary reasons.
5. All reports should be submitted on or before due date. DELAYED REPORTS WILL NOT BE ACCEPTED AND THERE WILL BE NO MAKE-UPS for any course activity.
6. Cellular phones/pagers must be turned off in class except for vibrating signal.
7. **WARNING**: If you have not met admissions criteria for the Graduate School and this section is checked for graduate School requirements, you may be administratively dropped. This will also happen if you have not completed the prerequisites for this course.
8. **Discussion forums and Team learning**: Each unit has a discussion forum link. This is where you can post your questions about the materials in the given unit. As a general rule, discussion boards must be used for learning the materials and not for the purposes cheating on specific quiz or assignment questions. It is acceptable to ask questions or provide insights about the materials at a broad
level. Other students and/or instructor will respond to your query. You are strongly encouraged to reply to other posts. Replies and meaningful insights on the relevant topics will count towards participation points, if you choose the discussion forum option for course integration activity. Moreover, by becoming the first person to answer a question correctly on the discussion forums you indirectly benefit as follows:

1. Improve your own understanding of the concepts
2. Create a goodwill among your peers which will likely reflect in their peer evaluations
3. Create a positive impression with the professor

If you have any questions, please post them on the course discussion boards to get participation credit. You will get the quickest responses to your questions by posting them on the discussion forums in the course where potentially 40 of us in this course can reply. So to the extent possible use discussion forums instead of emails as your mode of communication and let’s all help each other learn the materials throughout the course. **Please limit direct emails only to issues containing personal information.** Use discussion boards extensively for most purposes.

9. **Assignment links:** Whenever applicable, the unit will have a link to the assignment, quiz, report, or case pertaining to unit. A couple of units are for introduction or concept review only. Rest of the units will have a deliverable from your side.

10. **Quizzes:** Each quiz is available for several days on the Elearn website. Note that we are using the elearn.memphis.edu quizzes and NOT the ones on textbook website. Please submit the quizzes before the respective deadlines. Quiz questions are randomly selected from a pool, making each quiz unique for each student. Quizzes are to be completed individually. You can consult the textbook during the quiz. However, you must read the materials beforehand to avoid running out of time allocated for the quiz.

11. **Report:** Equity research and valuation report can be completed either individually or the students assigned the same company can work as a team. Company picks and details of the assignment shown in a separate file on the course website.

12. **Case:** The case solution should be submitted in the appropriate dropbox. Please discuss it heavily in the appropriate discussion forum.

13. **Peer Evaluation:** Managers frequently evaluate the work of their peers and subordinates in supervisory capacity. The peer evaluation system in this course explicitly aims at honing your review skills. This activity will also provide team learning opportunities where you can learn from the strengths of the best presentation and provide your feedback for improvements. Please list the biggest
strength and 2 suggestions for improvements for each report. The suggestions
Finally, rank the reports from best (#1) to last. The format for peer evaluation
feedback is available on the course website.

14. All reports, cases, quizzes, and evaluations should be submitted on or before
date specified in the “Schedule, Activities and Deadlines File. DELAYED
REPORTS WILL NOT BE ACCEPTED AND THERE WILL BE NO MAKE-UPS
for any course activity. Those who are waiting until the last day are
gambling that no hurdle will come in their way. Unexpected circumstances can
happen at any time so it is good policy to turn in your materials 2 or 3 days in
advance.

15. Once again, you success in this course and your career is very important for me.
Please do not hesitate to contact me for any help with the materials.

Investing Competition Instructions:
• Please go to www.investopedia.com
• Skip ads or welcome screen and go to simulator. Click on simulator you will find a drop
down box and click on Login.
• To Login for the first time, sign up by creating a new username and password using your first
and last name in the username of handle. Every student should have only one account.
• There will some questions asked like are you an investment professional , what type of
trader you are? Please answer them as per your experience in Trading.
• After creating an account click on games from simulator. A new page will open up and then
click on join games.
• Enter the User ID as BlockTrader and click search button below. The password of the game is
BlockTrader007.
• Please ensure that once you have joined the game you have a virtual balance of $250,000 in
your account.
• In order to make trades you have an option of stock portfolio, option portfolio or short stock
portfolio.
• In order to trade any of the portfolios please click on them and enter the quantity that you
want to trade.
• Please give justification to each trade that you make as you will have to submit a report in
the end of the semester justifying your portfolio actions.

Tentative Schedule: Please schedules, activities, and deadline.xls file