



SUBJECT TEACHING GUIDE ACADEMIC YEAR 2012/2013

1. SUBJECT BASIC DETAILS							
1.1. Title	INTRODUCTION TO FINANCE						
1.2. Subject code		1.3. Plan	Grado en Administración y Dirección de Empresas	1.4. Academic year	2012/13	1.5. Training programme	Degree
1.6. Degree course	1st	1.7. Type	Compulsory	1.8. Term		Second term	
1.10. Use of virtual networking lecture room (indicate type)	Teaching support						
1.11. ECTS Credits	6	1.11.1. Students' presential time	45 hours	1.11.2. Students' non-presential time	105 hours		
Organization of activities	<i>Activities planned for students' tuition and timetable per activity (estimated in hours)</i>					Hours	150
I. STUDENTS' ACTIVITIES PRESENTIAL AND ONLINE	Theoretical content sessions					22	
	Practical content sessions					9	
	Group work sessions					14	
	External Practice sessions					0	
	Individual tutorials		0	Collective tutorials		0	
	Total student presential time					45	
II. STUDENTS' NON-PRESENTIAL ACTIVITIES (self supported work)	Individual and group work					105	
TOTAL STUDENTS' WORKING HOURS						150	
2. LECTURER DETAILS							
2.1. Name	MARÍA JOSÉ MUÑOZ TORRECILLAS						
2.2. Department	DIRECCIÓN Y GESTIÓN DE EMPRESAS						
2.3. Office	BUILDING B : 1.12.0						
2.4. Tutorial time	<i>Consult web page:</i> http://cms.ual.es/UAL/universidad/centros/cienciaseconomicas/profesorado/index.htm						
2.5. Telephone number	950015817	2.6. E-mail (work)	mjmtorre@ual.es				

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3. ELEMENTS OF INTEREST FOR STUDYING THE SUBJECT
3.1. Content justification
The course "Introduction to Finance" is an introduction to the financial management of a corporation and the basic tools of finance.
3.2. The subjects in relation to the syllabus
<ul style="list-style-type: none"> - Business (Module 1) - Finance (Module 7) - The Financial System (Module 7)
3.4. Knowledge required to approach this subject
Some previous knowledge on basic mathematics is recommended. It is also required some linguistic competence to follow the classes. Although no formal check will held, students should be proficient in oral English at least at a B1 level.
3.5. Requirements gathered in the Degree report
None
4. COMPETENCES
4.1. General competencies
University of Almeria generic competencies (first degree and M.A.) and RD 1393/2007 generic competencies: <ul style="list-style-type: none"> - Basic knowledge of the profession (UAL1) - Capacity to use information and communication technologies (UAL2) - Problem solving skills (UAL3)
4.2. Specific competencies developed
<ul style="list-style-type: none"> - To know and to apply basic concepts in Finance (FBC09) - The ability to use computer tools and software applied to the different subjects (FBC12)

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5. STUDY OBJECTIVES/RESULTS

The student will be able to:

- Have a basic knowledge of the financial management of a corporation.
- Know the basic tools of finance and how to apply them.
- Value distant and uncertain cash flows and move through, understanding risk and applying the tools to make investment decisions.
- Survey the fundamental drivers of financial policy in a corporation and value stocks and bonds.
- Have a basic knowledge of the financial markets and how they interact with businesses.
- Use the information and communication technologies (ICT) to find information and to support financial decision making.

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6. THEME BLOCKS, METHODOLOGY AND PLANNING OF THE ACTIVITIES					
Theme blocks and themes	Types of organization	Teaching procedures and activities	Context		
			Presential	Non-presential	
Block I: Fundamentals of Financial Management and Corporate Finance Unit 1: Fundamentals of Financial Economics Unit 2: Fundamentals of Corporate Finance	Theoretical content sessions	Lectures that include participation	x		
		Talks			
		Audiovisual sessions			
		Seminars			
		Videoconferences			
	Others			x	
	Practical content sessions	Seminars			
		Debates			
		Elaboration of explanations			
		Work group presentations			
		Work organization			
		Problem solving	x		
		Doubts or conflicts			
		Promoting initiatives			
		Evaluation sessions			
		Case studies			
		Seminars			
		Others			x
	Work group sessions	Search, consultation and handling of information			
		Debates			
		Exercises	x		
		Laboratory tasks			
		Field work			
		Formulating hypotheses and alternatives			
		Team work			
		Producing reports			
		Demonstrating specific procedures			
		Result evaluation			
		Problems			
		Case studies	x		
		Seminars			
		Projects			
	Others			x	
External practice	Demonstrating procedures within the professional scenario				
Theme blocks and themes	Types of organization	Teaching procedures and activities	Context		
			Presential	Non-presential	
Block II: Environment of Financial	Theoretical content sessions	Lectures that include participation	x		
		Talks			
		Audiovisual sessions			
		Seminars			
		Videoconferences			

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Management Unit 3: The Financial Environment: institutions, markets and financial assets	Practical content sessions	Others		x
		Seminars		
		Debates		
		Elaboration of explanations		
		Work group presentations		
		Work organization		
		Problem solving	x	
		Doubts or conflicts		
		Promoting initiatives		
		Evaluation sessions		
	Case studies			
	Seminars			
	Others		x	
	Work group sessions	Search, consultation and handling of information		
		Debates		
		Exercises	x	
		Laboratory tasks		
		Field work		
		Formulating hypotheses and alternatives		
		Team work		
Producing reports				
Demonstrating specific procedures				
Result evaluation				
Problems				
Case studies				
Seminars				
Projects				
Others		x		
External practice	Demonstrating procedures within the professional scenario			
Theme blocks and themes	Types of organization	Teaching procedures and activities	Context	
			Presential	Non-presential
Block III: Concepts and Tools of Finance Unit 4: The time value of money and the interest rates Unit 5: Compounding. Future value of annuities Unit 6:	Theoretical content sessions	Lectures that include participation	x	
		Talks		
		Audiovisual sessions		
		Seminars		
		Videoconferences		
	Others		x	
	Practical content sessions	Seminars		
		Debates		
		Elaboration of explanations		
		Work group presentations		
Work organization				
Problem solving		x		
Doubts or conflicts				
Promoting initiatives				
Evaluation sessions				
Case studies				

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Discounting. Present value of annuities		Seminars			
		Others		x	
	Work group sessions	Search, consultation and handling of information			
		Debates			
		Exercises	x		
		Laboratory tasks			
		Field work			
		Formulating hypotheses and alternatives			
		Team work			
		Producing reports			
		Demonstrating specific procedures			
		Result evaluation			
		Problems			
		Case studies			
		Seminars			
Projects					
Others			x		
External practice	Demonstrating procedures within the professional scenario				
Theme blocks and themes	Types of organization	Teaching procedures and activities	Context		
			Presential	Non-presential	
Block IV: Fundamentals of Financial Management and Corporate Finance Unit 7: Value and principles of valuation Unit 8: Investment appraisal methods Unit 9: Risk in investment appraisal	Theoretical content sessions	Lectures that include participation	x		
		Talks			
		Audiovisual sessions			
		Seminars			
		Videoconferences			
		Others		x	
	Practical content sessions	Seminars			
		Debates			
		Elaboration of explanations			
		Work group presentations			
		Work organization			
		Problem solving	x		
		Doubts or conflicts			
		Promoting initiatives			
		Evaluation sessions			
		Case studies			
	Seminars				
	Others			x	
	Work group sessions	Search, consultation and handling of information			
		Debates			
		Exercises	x		
		Laboratory tasks			
		Field work			
		Formulating hypotheses and alternatives			
		Team work			

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Theme blocks and themes	Types of organization	Teaching procedures and activities	Context	
			Presential	Non-presential
		Producing reports		
		Demonstrating specific procedures		
		Result evaluation		
		Problems		
		Case studies	x	
		Seminars		
		Projects		
		Others		x
External practice		Demonstrating procedures within the professional scenario		
Block V: Introduction to Portfolio Theory Unit 10: Introduction to portfolio theory	Theoretical content sessions	Lectures that include participation	x	
		Talks		
		Audiovisual sessions		
		Seminars		
		Videoconferences		
		Others		x
	Practical content sessions	Seminars		
		Debates		
		Elaboration of explanations		
		Work group presentations		
		Work organization		
		Problem solving	x	
		Doubts or conflicts		
		Promoting initiatives		
		Evaluation sessions		
		Case studies		
		Seminars		
		Others		x
	Work group sessions	Search, consultation and handling of information		
		Debates		
Exercises		x		
Laboratory tasks				
Field work				
Formulating hypotheses and alternatives				
Team work				
Producing reports				
Demonstrating specific procedures				
Result evaluation				
Problems				
Case studies				
Seminars				
Projects				
Others		x		
External practice		Demonstrating procedures within the professional scenario		

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DESCRIPTION OF THE STUDENTS' TASKS AND OF THE VIRTUAL RESOURCES THAT WILL BE USED IN THE ACTIVITY FOR B-LEARNING AND E-LEARNING	HOURS (plan of presental activities, in the lecture room and students' self supported work)		
	Presential	Non- presential	
Unit 1: Fundamentals of Financial Economics	4	9	
Unit 2: Fundamentals of Corporate Finance	4	9	
Unit 3: The Financial Environment: institutions, markets and financial assets	4	9	
Unit 4: The time value of money and the interest rates	4	10	
Unit 5: Compounding. Future value of annuities	6	12	
Unit 6: Discounting. Present value of annuities	5	12	
Unit 7: Value and principles of valuation	4	10	
Unit 8: Investment appraisal methods	5	12	
Unit 9: Risk in investment appraisal	4	12	
Unit 10: Introduction to portfolio theory	5	10	

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7. PROCEDURE FOR THE EVALUATION OF COMPETENCES	
7.1. Evaluation procedures	
<p>Students' evaluation will be based on the periodical assessments that they will have to submit and on a valuation of theoretical and practical questions during the final exam. Course attendance will be taken into account.</p> <p>Misleading and / or unethical behaviour by the student (cheating) will end in an overall 0 mark at the end of the semester regardless the evaluation of the exams!!!!</p> <p>At the end of the course, students will receive a certification of having assisted and passed a course taught in English language.</p>	
7.1.2. Evaluation percentages	
<p>Final exam: 60% Quizzes and periodical assessments: 30% Course attendance: 10%</p> <p>In order to pass the course students will need an average mark of 5 out of 10.</p>	
7.2. Evaluation instruments	
<ul style="list-style-type: none"> - Quizzes, exercises and problems - Observations of the process - Final exam (written). 	
7.3. Follow-up mechanisms <i>(the specific mechanisms proposed by the teachers for the follow-up of the subject will be listed here)</i>	
<ul style="list-style-type: none"> - Presentation of proposed activities to be completed in class or in virtual class. - Others: Course attendance. 	

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8. SUBJECT BIBLIOGRAPHY

8.1. Recommended bibliography

Recommended bibliography:

Jonathan Berk, Peter DeMarzo, Jarrad Harford (2009): Fundamentals of Corporate Finance. International Financial Reporting Standards Edition. Pearson Higher Education.

James C. Van Horne, and John M. Wachowicz (2009): Fundamentals of Financial Management, 13th Edition. Pearson/Prentice Hall/ Financial Times Press.

Jonathan Berk, Peter DeMarzo, Jarrad Harford (2010): Fundamentos de finanzas corporativas. Pearson, Madrid.

Valls Martínez, María del Carmen (coord.) (2011): Introducción a las Finanzas. Pirámide, Madrid.

Other recommended bibliography:

Brealey, R. A. Myers, S. C. and Allen F. (2008): Principles of Corporate Finance (International Edition). 9th Edition. McGraw-Hill.

Brealey, R.A.; Myers, S.C. y Allen (2006): Principios de Finanzas Corporativas. 8^a ed. McGraw-Hill. Madrid.

Cruz Rambaud, S. y Valls Martínez, M.C. (2008): Introducción a las Matemáticas Financieras. Pirámide, Madrid.

Cruz Rambaud, S. y Valls Martínez, M.C. (2009): Introducción a las Matemáticas Financieras. Problemas resueltos. Pirámide, Madrid.

Durbán Oliva, S. (2008): Dirección Financiera. McGraw-Hill. Madrid.

Fernández, A.I. y García Olalla, M. (1992): Las decisiones financieras de la empresa. Ariel Economía. Barcelona.

Rosario Díaz, J.F.; Sánchez Cañadas, M.M. y Trinidad Segovia, J.E. (2006): Supuestos prácticos de Dirección Financiera. Pirámide. Madrid.

8.2. Web addresses

- Aula Virtual:
<http://lms.ual.es/webct/urw/lc5122011.tp0/applicationframework/images/inicio/index.html>
- Wachowicz page: http://web.utk.edu/~jwachowi/wacho_hp.htm
- University of Arizona Lectures: <http://www.studyfinance.com/oldSF/>

