FIN 2200 A04 (3 CH)
CORPORATE FINANCE
WINTER 2021
Virtual Classroom, MW 4.00 pm – 5.15 pm

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INSTRUCTOR

Name: Imran Khan
Office: Virtual Office (https://zoom.us/j/2960292996)
Email: Imran.Khan@umanitoba.ca
Office hours: TR 1.00-2.00 pm OR by appointment (via Zoom)

COURSE DESCRIPTION

An introduction to corporate finance regarding the allocation & acquisition of funds. Topics include: discounted cash flows, capital budgeting, financial instruments, cost of capital, risk-return trade-offs, market efficiency, capital structure and the use of derivatives.

Prerequisite: [ACC 1100 (or 009.110) (D)] and [MATH 1500 or MATH 1520 (C)] and [STAT 1000 or STAT 1001 (C)] and [ECON 1010 (C) and ECON 1020 (C) or the former ECON 1200 (or 018.120) (C)].

This course introduces students to the fundamentals of finance and presents theories and tools to be used in addressing corporate finance problems and issues. Whether you work for a corporation, are a financial manager of a firm, or are an outside investor, you will need to make decisions that will have a financial impact. In order to make optimal financial decisions, you will need to generate information about opportunities and choose the ones that generate the greatest benefits in comparison to the costs. These are the fundamental concepts underlying much of the course, "Corporate Finance".
Knowledge of algebra is assumed and required for FIN 2200. Non-Commerce students who do not have this background are encouraged to consult with the professor as needed when concepts from these subjects are used in class.

**COURSE OBJECTIVES**

Upon completion of this course you should be able to:
- Comprehend financial markets & securities and their importance to economic well-being
- Apply time value of money concepts
- Analyze capital budgeting problems
- Synthesize debt & equity valuation with market efficiency and the law of one price
- Apply risk and return relationships
- Evaluate capital structure
- Apply options, futures, and forwards

**COURSE FORMAT AND ONLINE ACCESS**

This course will be conducted “live” via videoconferencing using WebEx through UM Learn and will not involve in-person instruction. Classes will be during the scheduled class time to help you understand the assigned textbook chapters. In particular, the class lectures will (i) explain the most important corporate finance concepts and (ii) demonstrate how to use the corporate finance techniques to solve problems.

To join the class, log in to the UM Learn course and then choose Communication → Cisco WebEx from the top menu and then click Join. Detailed instructions are available here.

Please note the faculty recommends that all classes be recorded and the video recordings only be shared with those students that attend the online class and advise during the class that they are experiencing an unstable internet connection.

**COURSE MATERIALS (REQUIRED)**

1. As classes and labs will be delivered synchronously via videoconferencing, a device enabled with a camera and microphone is required. You may also want to consider using earphones/headset with a mic, unless you have a computer/tablet with good speakers/mic.

2. Further, you are expected to be in a location with a reliable Internet connection that is strong enough for streaming video.
3. For the midterm and final exams, which will be administered using the Respondus Lockdown Browser and Respondus Monitor, you will need a device (computer or iPad; note that smartphones and Chromebooks will not work) with one of the following operating systems:
   - Windows 10, 8, or 7 (note: will not work with Windows 10S)
   - Mac OS 10.15 to 10.12, OS X 10.11, or OSX 10.10
   - iOS: 11.0+ (iPad only)

Chrome is the recommended browser. Other browsers such as Safari may not work.

4. Financial calculator
   - Texas Instrument: TI-BAlI Plus OR
   - Hewlett Packard: HP-10BII or more advanced HP financial calculators


Please respect copyright laws. Photocopying textbooks or other reading material is a violation of copyright laws and is illegal and unethical unless permission to copy has been obtained from the publisher.

New textbooks and calculators are available through the University of Manitoba Bookstore. The option to instead purchase a Pearson e-text is also available through the textbook website at www.pearson.com/mylab.

An access code will be required to register for the portion of the course which uses the textbook's companion website, MyLab Finance. An access code is included with the purchase of a new textbook (hardcopy or Pearson eText). Please see UM Learn for further details on how to register and enroll in your MyLab Finance course.

Students using used textbooks (which might not come with an unused code) need to purchase a MyLab Finance code separately on the internet by completing the following steps:

1. Go to www.pearson.com/mylab
2. Click on Student in the 'Register Now' section of the website.
3. Click on OK! Register now.
4. Enter the Course ID (provided on UM Learn) in the space provided and click Continue.
5. Follow the steps and either Sign in (if you already have an account) or Create a Pearson Account (if you have never done this before). You will eventually be prompted to buy the code, and you will be on your way to successfully registering for MyLab Finance.
**ASSESSMENT OF LEARNING**

There will be seven components to the grading:

- **MyLab Finance Homework Assignments (See Class Schedule)** 8%
- **Behavioral Finance Assignment/Research Subject Pool (TBA)** 2%
- **Lab Participation (See Class Schedule)** 5%
- **Investment Project (TBA)** 8%
- **Bloomberg Market Concepts “Getting Started on the Terminal” Module (TBA)** 2%
- **Midterm Exam (Saturday, March 13 between 9am to 11am)** 35%
- **Final Exam** 40%

Of all the students who get 50% or over in the course:

- top 5% of the class will get an A+
- next 10% will get an A
- next 20% will get a B+
- next 20% will get a B
- next 20% will get a C+
- next 20% will get a C
- next 5% will get a D

Getting less than 50% in the course will result in an F grade.

Note that all final grades are subject to departmental review and approval. Final grades are based on the student's weighted mark and performance relative to other students; if necessary, scaling of grades may be implemented. In the event of an unusual distribution of grades, the total course marks may be curved up or down as necessary (the weighting of each component will remain unchanged).

To protect the academic integrity of education at the Asper School, certain protocols will be observed for online exams. For instance, the Midterm and Final Exams may be set up such that each student will get a random subset of questions from a larger question bank, which means no two students will get exactly the same exam. Further, a very small number of questions may appear on a screen and you may not have the option to move back to questions you have already answered.

For the exams, we may be using university-approved Respondus Lockdown Browser and Respondus Monitor, which will require you to have your camera and microphone on for the entire duration of the exam. As the software detects any unusual movements, please sit in a location where there are no people/pets or other moving objects in the camera’s view during the exam.

**MyLab Finance Homework Assignments** – will be provided regularly throughout the course using the MyLab Finance software. These assignments are meant to help reinforce financial concepts as well as prepare students for examinations. Students must pay attention to the dates and times that assignments are available and assignment due dates which are listed in the Class Schedule section. Please note late assignments will not be accepted. As well, if you want to practice any of the textbook end-of-chapter
questions then you can access these questions online using MyLab Finance via its Study Plan – from there you can review detailed solutions too.

**Behavioural Finance Assignment/Research Subject Pool** – students will have the opportunity to participate in a Behavioural Finance Research Subject Pool or to do an Alternate Assignment on MyLab Finance. Details will be provided during the term and will be posted in the course UM Learn site.

**Investment Project** – this project will involve all the skills you have learned over the entire course, including usage of Bloomberg terminals, time-value of money, finding cost of debt and equity, calculating weighted average cost of capital, examining stakeholder issues, etc.

The project is due on the last class of the term (April 15) and must be submitted electronically on UM Learn. Further details of the project will be provided after the course has begun.

**Bloomberg Market Concepts (BMC) “Getting Started on the Terminal” Module** – this module will introduce you to the Bloomberg terminal and can be completed online. Details will be posted on UM Learn.

**Labs** – Corporate Finance Labs will be held on Fridays. Labs begin on Friday, January 29. Each lab corresponds to a course section. Students are to show up for the lab that corresponds to the course section they are registered for. WebEx or Zoom details will be available on UM Learn.

Students will be assigned individual homework that must be completed before the lab. In addition, lab instructors will administer a group assignment during each lab. The homework and group assignments will be worth a total of 5% of your grade.

The structure of a typical lab will be solving approximately one to six problems (depending on the size of the problems). Note that since most of the problems discussed at the labs are usually more advanced and generally do not overlap with those on the assignments, you miss those labs at your own peril. Lab instructors may reserve, at their discretion, 10-20 min at the end of labs to answer student questions. Labs are there to help students to prepare for tests in a less formal environment than lectures themselves. It is essential for students to prepare for labs in advance and to show up for labs regularly. Tentative lab schedule is given in the Class Schedule section.

**Exams** – there are two exams in this course: the midterm and the final. Exams will test students' understanding of the concepts covered in the textbook readings, assigned homework, classes, and labs. Students will also be tested on their ability to apply these concepts to new situations. Typical examinations may include numeric questions, long-answer questions, and multiple-choice questions (which may be numeric or theoretical in nature).

For exams, we will be using university-approved Respondus Lockdown Browser and Respondus Monitor, which will require you to have your camera and microphone on for the entire duration of the exam. As the software detects any unusual movements, please sit in a location where there are no people/pets or other moving objects in the camera’s view during the exam.). As well, you need to test the functionality of your computer using the lockdown browser and monitor prior to the exams.
The exams will be open book, open notes, and you may also use your summary sheets. Exams are to be written individually without communicating with any other parties. You may not access items on the internet as your computer will be using a locked-down browser and monitoring function. If you use e-material for your textbook readings and chapters, then you may want to take detailed notes from those chapters to supplement your summary sheets and course notes. You will not have time during an exam to look up everything in the chapters and you cannot access the e-book when lockdown browser is used, you need to be prepared and know what you are doing prior to the exam.

As well, students MUST NOT have in their possession at the time of writing any examination in this course: electronic devices that act as dictionaries, translators, cell phones, tablets, or PDA's. Each student will be allowed to bring calculators, pens, pencils, and blank scrap paper. Students in violation of these requirements will be charged with academic dishonesty.

To protect the academic integrity of education at the Asper School, certain protocols will be observed for online exams. For instance, the online exam will set up such that each student will get a random subset of questions from a larger question bank, which means no two students will get exactly the same exam. Further, a very small number of questions will appear on a screen and you may not have the option to move back to questions you have already answered.

If there is a miscalculation of the midterm score or you have a grading dispute, you have until **11:59 pm (CST) on March 27** to ask your instructor to review your concerns and make necessary corrections if any. After March 27, I will no longer make any adjustments to your midterm mark.

**Plagiarism, cheating, and examination impersonation** – you should acquaint yourself with the University’s policy on plagiarism, cheating, and examination impersonation as detailed in the General Academic Regulations and Policy section of the University of Manitoba *Undergraduate Calendar*. **Note:** These policies are also located in your *Distance and Online Education Student Handbook* or you may refer to Student Affairs at [http://www.umanitoba.ca/student](http://www.umanitoba.ca/student)

### MISSED EXAM & LATE SUBMISSION POLICY

If you miss any graded component for personal, medical, Asper School approved (see list of events), or any other reasons, you must report to your instructor as soon as possible. Missing a graded component is serious.

If you miss any graded component other than the final exam and you have an excused absence (e.g. medical or school approved or compassionate reason) then the weight of the missed graded component will be added to your final exam weight. Otherwise, if you have an unexcused absence then you will receive a mark of 0% for the missed graded component as there is no make-up of missed graded components.

Do not make travel plans before the Final Exam. I cannot let you take the exam earlier/later because you booked a flight ticket for a date earlier than the final exam. In the event you have to miss the Final Exam for a valid reason, a request for a deferred exam must be made at your home Faculty’s Undergraduate Program Office (b_comm@umanitoba.ca, if you are an Asper student). Applying for a deferred exam does not guarantee your request will be granted.
ATTENDANCE POLICY

Class and lab attendance are important if students are to derive maximum benefit from the course. With respect to class attendance, it is important that you read the assigned material prior to the class and think about the issues covered. You are responsible for knowing what occurs in class which may include material not covered in the readings, modifications to the syllabus and announcements concerning exams and other graded components. With respect to lab attendance, you will be required to have your camera on during the entire lab time. As well, the instructor may tell you to mute and unmute yourself only at certain times.

Please note the faculty recommends that all classes be recorded and the video recordings only be shared with those students that attend the online class and advise during the class that they are experiencing an unstable internet connection.

ELECTRONIC DEVICE POLICY

Using a computer, tablet, or smartphone with a camera/mic is necessary for this course.

Although this is course is taught in a remote teaching format, we will observe the protocols that would be expected during in-person classes. Avoid making or taking calls on your cellphone while class is in progress. No frivolous posting of messages in the Chat area during class. Please do not video/audio record class lectures or take pictures of the screen without the instructor’s permission.

Students MUST NOT have in their possession at the time of writing any examination in this course: electronic devices that act as dictionaries, translators, cell phones, tablets, or PDA’s. Each student will be allowed to bring calculators, pens, pencils, and blank scrap paper. Students in violation of these requirements will be charged with academic dishonesty.

OUT-OF-CLASS COMMUNICATION

UM Learn is the primary way for accessing and distributing course material. For instance, PowerPoint files, assignment/project guidelines, other class-related files, and intermediate grades will be posted on UM Learn. As well, any announcements outside of class will be sent either by e-mail or posted on UM Learn. As such, it is your responsibility to check your UM Learn and UofM e-mail account frequently so that you don’t miss these communications from me.

In addition, MyLab Finance is required to access and complete assignments; it also offers students the opportunity to do additional questions (all end-of-chapter questions) and access detailed answers to these questions.

Finally, I have regularly scheduled office hours and I am available by email. If you choose to contact me via email, I typically respond within 1-2 business days. I will try to respond to your questions by e-mail whenever possible – when impractical to do so, I will arrange with you a time to meet via Zoom. Please note I do not provide solutions (particularly when equations and variables are involved) via email.
CLASS SCHEDULE
(Revised Jan 11) Tentative Schedule for Week of:

January 18  Lectures:  Course Outline  
Financial Calculator Demo  
Ch 1: The Corporation  
Ch 2: Introduction to Financial Statement Analysis (Self-Study)

January 25  Lectures:  Ch 3: Arbitrage & Financial Decision Making (Omit 3.7)  
Ch 3A.2 (online): Using Primitive Securities to Solve for Price  
Friday Lab:  Lab 1: Ch 3 Questions  
MyLab Finance:  Assignment 1: Ch 3 Questions (Due: 11:59 pm Jan 31)

February 1  Lectures:  Ch 4: The Time Value of Money  
Ch 4A: Using a Financial Calculator  
Friday Lab:  Lab 2: Ch 4 Questions  
MyLab Finance:  Assignment 2: Ch 4 Questions (Due: 11:59 pm Feb 7)

February 8  Lectures:  Ch 5: Interest Rates  
Ch 24: Debt Financing (Self-Study: ignore the math)  
Friday Lab:  Lab 3: Ch 5 Questions  
MyLab Finance:  Assignment 3: Ch 5 Questions (Due: 11:59 pm Feb 14)

February 15 Lectures:  No Classes  
Friday Lab:  No Labs  
MyLab Finance:  Assignment 4: Ch 1, 2, 24 Questions (Due: 11:59 pm Feb 21)

February 22  Lectures:  Ch 6: Valuing Bonds  
Ch 6A: Forward Interest Rates  
Friday Lab:  Lab 4: Ch 6 Questions  
MyLab Finance:  Assignment 5: Ch 6 Questions (Due: 11:59 pm Feb 28)

March 1  Lectures:  Ch 7: Valuing Stocks  
Ch 8: Investment Decision Rules  
Friday Lab:  Lab 5: Ch 7 Questions  
MyLab Finance:  Assignment 6: Ch 7 & 8 Questions (Due: 11:59 pm Mar 7)

March 8  Lectures:  Ch 9: Fundamentals of Capital Budgeting (Omit 9.5)  
Friday Lab:  Lab 6: Ch 8, 9 Questions  
MyLab Finance:  Assignment 7: Ch 9 Questions (Due: 11:59 pm March 14)  
Midterm Exam:  Saturday March 13, 9 am - 11 am, (Ch: 1 to 9 & 24)
March 15  Lectures:  Ch 10: Capital Markets and the Pricing of Risk  
Ch 11: Optimal Portfolio Choice & CAPM (Omit: 11.6)  
Ch 12: Estimating Cost of Capital (Omit: 12.5, 12.6, only WACC from 12.7)  
Friday Lab:  Lab 7: Ch 10, 11 & 12 Questions  
MyLab Finance:  Assignment 8: Ch 10, 11, 12 Questions (Due: 11:59pm Mar 21)

March 22  Lectures:  Ch 14: Financial Options  
(Omit: “Returns for holding an option to expiration” from 14.2)  
(Omit: 14.5)  
Friday Lab:  Lab 8: Ch 14 Questions  
MyLab Finance:  Assignment 9: Ch 14 Questions (Due: 11:59 pm March 28)

March 29  Lectures:  Ch 17: Capital Structure in a Perfect Market  
Friday Lab:  No Lab  
MyLab Finance:  No MyLab Finance Due

April 5  Lectures:  Ch 18: Debt & Taxes  
Ch 19: Financial Distress, Managerial Incentives, & ...  
Friday Lab:  Lab 9: Ch 17, 18, & 19 Questions  
MyLab Finance:  Assignment 10: Ch 17, 18, 19 Questions (Due: 11:59 pm Apr 11)

April 12  Lectures:  Ch 30: Risk Management (Omit: 30.3-30.4)  
Friday Lab:  Lab 10: Ch 30 Questions  
MyLab Finance:  Assignment 11: Ch 30 Questions (Due: 11:59 pm Apr 16)  
Project:  Investment Project UM Learn Dropbox (Due: 11:59 pm Apr 14)

April 19 – May 1  Final Exam:  Date, Time: TBA (cumulative)

IMPORTANT DATES

First day of classes  Jan 18  
First Weekly Friday Lab  Jan 29  
First Weekly MyLab Finance Assignment Due Date  Jan 31  
Winter Term Break (no classes)  Feb 15-19  
Midterm  Mar 13  
VW deadline  Mar 31  
Investment Project Due Date  Apr 14  
Last day of classes  Apr 14  
Last Weekly Friday Lab  Apr 16  
Last Weekly MyLab Finance Assignment Due Date  Apr 16  
Final Exam  Between Apr 19 – May 1
## INTENDED LEARNING OUTCOMES

**AACSB Assurance of Learning Goals and Objectives**
The Asper School of Business is proudly accredited by the AACSB. Accreditation requires a process of continuous improvement of the School and our students. Part of “student improvement” is ensuring that students graduate with the knowledge and skills they need to succeed in their careers. To do so, the Asper School has set the **learning goals and objectives** listed below for the **Undergraduate Program**. The checked goal(s) and objective(s) will be addressed in this course and done so by means of the items listed next to the checkmark.

<table>
<thead>
<tr>
<th>Goals and Objectives in the Undergraduate Program</th>
<th>Goals and Objectives Addressed in this Course</th>
<th>Course Item(s) Relevant to these Goals and Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1 Quantitative Reasoning</strong></td>
<td></td>
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</tr>
<tr>
<td>A. Determine which quantitative analysis technique is appropriate for solving a specific problem.</td>
<td>✓</td>
<td>Entire course</td>
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<tr>
<td>B. Use the appropriate quantitative method in a technically correct way to solve a business problem.</td>
<td>✓</td>
<td>Entire course</td>
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<tr>
<td>C. Analyze quantitative output and arrive at a conclusion.</td>
<td>✓</td>
<td>Entire course</td>
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<tr>
<td><strong>2 Written Communication</strong></td>
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<tr>
<td>A. Use correct English grammar and mechanics in their written work.</td>
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<tr>
<td>B. Communicate in a coherent and logical manner</td>
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<tr>
<td>C. Present ideas in a clear and organized fashion.</td>
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<tr>
<td><strong>3 Ethical Thinking</strong></td>
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<tr>
<td>A. Identify ethical issues in a problem or case situation</td>
<td>✓</td>
<td>Chapter 1: Principal-Agent Problem, Shareholder Wealth Maximization, Stakeholder Satisfaction Assignment question on project.</td>
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<tr>
<td>B. Identify the stakeholders in the situation.</td>
<td>✓</td>
<td>Same as above</td>
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<tr>
<td>C. Analyze the consequences of alternatives from an ethical standpoint.</td>
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<td>D. Discuss the ethical implications of the decision.</td>
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<tr>
<td><strong>4 Core Business Knowledge</strong></td>
<td>✓</td>
<td>Entire course</td>
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ACADEMIC INTEGRITY POLICY

The online format of class delivery does not lower the Asper School’s academic integrity standards. The same high levels of academic integrity are expected this term as they are in previous terms.

It is critical to the reputation of the Asper School of Business and of our degrees that everyone associated with our faculty behave with the highest academic integrity. As the faculty that helps create business and government leaders, we have a special obligation to ensure that our ethical standards are beyond reproach. Any dishonesty in our academic transactions violates this trust. The University of Manitoba General Calendar addresses the issue of academic dishonesty under the heading “Plagiarism and Cheating.” Specifically, acts of academic dishonesty include, but are not limited to:

- using the exact words of a published or unpublished author without quotation marks and without referencing the source of these words (includes Chat messages posted during class)
- duplicating a table, graph or diagram, in whole or in part, without referencing the source
- paraphrasing the conceptual framework, research design, interpretation, or any other ideas of another person, whether written or verbal (e.g., personal communications, ideas from a verbal presentation) without referencing the source
- copying the answers of another student in any test, examination, or take-home assignment
- providing answers to another student in any test, examination, or take-home assignment or obtaining answers or other unauthorized help from anyone else
- taking any unauthorized materials into an examination or term test (crib notes), regardless of whether those are used during the exam
- recording exam questions using any method, regardless of whether those are shared with others
- sharing exam questions with those who are yet to take the exam, including future students or attempting to sell exam questions
- impersonating another student or allowing another person to impersonate oneself for the purpose of attendance, earning class participation marks, submitting academic work, or writing any test or examination
- stealing or mutilating library materials
- accessing test prior to the time and date of the sitting
- changing name or answer(s) on a test after that test has been graded and returned
- submitting the same paper or portions thereof for more than one assignment, without discussions with the instructors involved

Group Projects and Group Work

Many courses in the Asper School of Business require group projects. Students should be aware that group projects are subject to the same rules regarding academic integrity. All group members should exercise special care to ensure that the group project does not violate the policy on Academic Integrity. Should a violation occur, group members are jointly accountable unless the violation can be attributed to specific individuals.

Some courses, while not requiring group projects, encourage students to work together in groups before submitting individual assignments. If it’s unclear whether it is allowed, students are encouraged to seek clarification from the instructor to avoid violating the academic integrity policy.

In the Asper School of Business, all suspected cases of academic dishonesty in undergraduate courses are reported to the Dean's office and follow the approved disciplinary process. See following table for typical penalties for academic dishonesty in the Asper School.
Typical Penalties for Academic Dishonesty in the Asper School

If the student is from another Faculty and the academic dishonesty is committed in an Asper course, the student’s Faculty could match or add penalties beyond the Asper School’s.

F-DISC on transcript indicates the F is for disciplinary reasons.

<table>
<thead>
<tr>
<th>ACADEMIC DISHONESTY</th>
<th>PENALTY</th>
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<tbody>
<tr>
<td>Cheating on exam (copying from or providing answers to another student)</td>
<td>F-DISC in course</td>
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<tr>
<td></td>
<td>Suspension from taking Asper courses for 1 year</td>
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<td></td>
<td>Notation of academic dishonesty in transcript</td>
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<tr>
<td>Sharing exam questions electronically during exam</td>
<td>F-DISC in course</td>
</tr>
<tr>
<td></td>
<td>Suspension from taking Asper courses for 1 year</td>
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<td></td>
<td>Notation of academic dishonesty in transcript</td>
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<tr>
<td>Possession of unauthorized material during exam (e.g., cheat notes)</td>
<td>F-DISC in course</td>
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<td></td>
<td>Suspension from taking Asper courses for 1 year</td>
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<td></td>
<td>Notation of academic dishonesty in transcript</td>
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<tr>
<td>Altering answer on returned exam and asking for re-grading</td>
<td>F-DISC in course</td>
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<td></td>
<td>Suspension from taking Asper courses for 1 year</td>
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<td></td>
<td>Notation of academic dishonesty in transcript</td>
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<tr>
<td>Plagiarism on assignment</td>
<td>F-DISC in course</td>
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<td></td>
<td>Suspension from taking Asper courses for 1 year</td>
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<td></td>
<td>Notation of academic dishonesty in transcript</td>
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<tr>
<td>Submitting paper bought online</td>
<td>F-DISC in course</td>
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<td></td>
<td>Suspension from taking Asper courses for 1 year</td>
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<td></td>
<td>Notation of academic dishonesty in transcript</td>
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<tr>
<td>Inappropriate Collaboration (collaborating with individuals not explicitly authorized by instructor)</td>
<td>F-DISC in course</td>
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<td></td>
<td>Suspension from taking Asper courses for 1 year</td>
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<td></td>
<td>Notation of academic dishonesty in transcript</td>
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<tr>
<td>Group member had knowledge of inappropriate collaboration or plagiarism and played along</td>
<td>F-DISC in course</td>
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<td></td>
<td>Notation of academic dishonesty in transcript</td>
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<tr>
<td>Signing Attendance Sheet for classmate</td>
<td>F-DISC in course</td>
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<td></td>
<td>Notation of academic dishonesty in transcript</td>
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<tr>
<td>Attempting to sell exam</td>
<td>F-DISC in course</td>
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<tr>
<td></td>
<td>Suspension from taking Asper courses for 18 months</td>
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<td></td>
<td>Notation of academic dishonesty in transcript</td>
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</table>
STUDENT SERVICES AND SUPPORTS

The University of Manitoba provides many different services that can enhance learning and provide support for a variety of academic and personal concerns. You are encouraged to visit the below websites to learn more about these services and supports. If you have any questions or concerns, please do not hesitate to contact your instructor or the Undergraduate Program Office.

<table>
<thead>
<tr>
<th>For Information on…</th>
<th>…follow this link</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tech-related issues with UM Learn or videoconferencing</td>
<td>Information Services &amp; Technology</td>
</tr>
<tr>
<td>Admission, Registration, Tuition Fees, Important Dates, Final Exams, Graduation, and Transcripts</td>
<td>Registrar’s Office</td>
</tr>
<tr>
<td>Academic policies &amp; procedures, regulations, Faculty-specific information, degree and major requirements</td>
<td>Academic Calendar</td>
</tr>
<tr>
<td>Help with research needs such as books, journals, sources of data, how to cite, and writing</td>
<td>Library Resources</td>
</tr>
<tr>
<td>Tutors, workshops, and resources to help you improve your learning, writing, time management, and test-taking skills</td>
<td>Writing and Learning Support</td>
</tr>
<tr>
<td>Support and advocacy for students with disabilities to help them in their academic work and progress</td>
<td>Student Accessibility Services</td>
</tr>
<tr>
<td>Copyright-related questions and resources to help you avoid plagiarism or intellectual property violations</td>
<td>Copyright Office</td>
</tr>
<tr>
<td>Student discipline bylaws, policies and procedures on academic integrity and misconduct, appeal procedures</td>
<td>Academic Integrity</td>
</tr>
<tr>
<td>Policies &amp; procedures with respect to student discipline or misconduct, including academic integrity violations</td>
<td>Student Discipline</td>
</tr>
<tr>
<td>Students’ rights &amp; responsibilities, policies &amp; procedures, and support services for academic or discipline concerns</td>
<td>Student Advocacy</td>
</tr>
<tr>
<td>Your rights and responsibilities as a student, in both academic and non-academic contexts</td>
<td>Your rights and responsibilities</td>
</tr>
<tr>
<td>Medical services for any physical or mental health issues</td>
<td>University Health Service</td>
</tr>
<tr>
<td>Information on health topics, including physical/mental health, alcohol/substance use harms, and sexual assault</td>
<td>Health and Wellness</td>
</tr>
<tr>
<td>Any aspect of mental health, including anxiety, stress, depression, help with relationships or other life concerns, crisis services, and counselling.</td>
<td>Student Counselling Centre</td>
</tr>
<tr>
<td>Support services available for help regarding any aspect of student and campus life, especially safety issues</td>
<td>Student Support Case Management</td>
</tr>
<tr>
<td>Resources available on campus, for environmental, mental, physical, socio-cultural, and spiritual well-being</td>
<td>Live Well @ UofM</td>
</tr>
<tr>
<td>Help with any concerns of harassment, discrimination, or sexual assault</td>
<td>Respectful Work and Learning Environment</td>
</tr>
<tr>
<td>Concerns involving violence or threats, protocols for reporting, and how the university addresses them</td>
<td>Violent or Threatening Behaviour</td>
</tr>
</tbody>
</table>
ABOUT THE INSTRUCTOR

Imran is a Sessional Instructor in the Departments of Accounting & Finance, Supply Chain Management, and Business Administration. He has a BSc, MSc, MBA, and PhD degrees with expertise in applying engineering techniques (e.g. agent-based modelling and simulation, queueing theory, artificial neural networks, and fuzzy logic) to solve management problems.

Imran has 20 years of management-engineering cross-disciplinary business experience as Business Analyst, Project Manager, Investments Manager, Business Consultant, and Business Incubation Manager.

Additionally, Imran has 20 years of Sessional Instructor teaching experience in a variety of areas, including: Business Strategy, Production & Operations Management, Corporate Finance, Investments, and Management Information Systems.