

**ASSUMPTION UNIVERSITY  
MARTIN DE TOURS SCHOOL OF MANAGEMENT AND ECONOMICS  
DEPARTMENT OF FINANCE AND BANKING  
COURSE OUTLINE (SEMESTER 2/2011)**

**MSM&E'S VISION**

To be the leading international business schools in the ASEAN region providing high quality business education to enable graduates to make invaluable contributions to organizations and society.

**MSM&E'S MISSION**

To shape our students into independent-minded graduates who are well-versed in business, able to communicate effectively, tech savvy, innovative, and ethical to successfully face global challenges.

**Course Title:**           **BIS 3589 Analysis Tools in Finance and Accounting**  
**\*\* This subject is for students under NEW Curriculum only. \*\***

**Pre-requisite:**           BIS 1140 Microcomputer Applications and BIS2180 Information Technology

**Class Time:**            **Section 401 08:30 – 10:15, MSM0901 / 13:45 – 15:30, SC0401**  
**Section 402 10:15 – 12:00, MSM0901 / 15:30 – 17:15, SC0401**

**Description:**           This course is designed to introduce software tools for various finance applications. Specific applications of financial statements, financial planning and analysis, capital budgeting, stock and bond valuation are also discussed.

**Objectives:**

- To equip students with the capabilities of spreadsheet package (MS-EXCEL 2007) used in financial analysis
- To help students develop the basics of financial analytical ability and skills for more advanced finance courses

<b>Marks Allocation*:</b>	Midterm-lab	35%
	Final-lab	40%
	Assignment and presentation	20%
	Participation	<u>5%</u>
	Total:	100%

**Note:** \*See also classroom policies

**COURSE RESOURCES**

**Lecturer:**            A. Thaweewoot Amorndetthawin

**Office:**               N/A

**Email:**              thaweewoot@gmail.com

**Main Textbook:**

- Timothy R. Mayes & Todd M. Shank, “Financial Analysis with Microsoft Excel”, The Dryden Press, 5<sup>th</sup> Edition, 2007.



- **Dress code:**
  - Follow AU dress code
  - Improper dress code will result in no attendance checked.
- **Class assignments (Homework, reports, project, presentation, paper, etc.):**
  - No Plagiarism.
  - The students copying works from all sources will be penalized – “Zero” marks or “F” grade.
  - Hand in all class assignment on time, both soft copy and hard copy.
  - **Late submission will NOT be graded.**
- **Class participation:**
  - Be participative and attentive in class
  - The students are also required to comply with all classroom policies.
  - Violation of the classroom policies will result in “zero” or “negative” participation marks and/or no attendance checked.
- **Request for make-up quizzes (if applicable):**
  - The students requesting for the make-up quizzes need to submit their names with valid evidence (ABAC related issues only) to the respective lecturer within the specified dates.
  - Late submission will NOT be allowed to take the make-up quizzes.
- **Grade inquiry:**
  - The students can request for a review for their marks or grades.
  - The students need to submit petition to the respective Chairperson at D6 or MSM2 within 2 weeks after their marks or grades have been officially announced. Petition submitted after the specified period will NOT be considered.
  - **Reevaluation process:** The students’ class assignments or exam answer scripts will be reevaluated by the internal committees assigned by the respective department. Please note that the students’ marks may or may not be adjusted after the reevaluation process and it is considered as a “final consensus” between the students and the committees.

**February 27, 2012: Last day for withdraw with “W”  
(Withdrawing after this date, the students need a chairperson’s approval.)**