

• **Verification**

I verify that the content of this course outline is current.

_____	_____
Authoring Instructor	March 13, 2007
	Date

I verify that this course outline has been reviewed.

_____	_____
Program Head/Chief Instructor	March 13, 2007
	Date

I verify that this course outline complies with BCIT policy.

_____	_____
Tim Edwards	March 13, 2007
Dean/Associate Dean	Date

Note: Should changes be required to the content of this course outline, students will be given reasonable notice.

• **Instructor(s)**

Graham Hughes	Office Location: SE6-336	Office Phone: 604-451-6841
	Office Hrs.: Posted	E-mail Address: ghughes@bcit.ca

• **E-mail:**

- You may contact your instructor via e-mail at ghughes@bcit.ca. Please note that I use the “my.bcit” email account less often than the above address. The subject line of your email must be in the following format or your message may be deleted without being read:

“course number” “last name” “first name” “student number” “set letter”
As an example: FMGT 2910 Hughes Graham 123456 A

- During the week I will endeavour to respond to e-mails within 48 hours. During weekends I may not be available to respond to e-mail.

• **Learning Resources**

- No textbook is required for this course. Instead, students will collect information for their presentations from relevant websites (SEDAR, EDGAR, company’s website, industry association websites, etc.).
- Students are encouraged to contact the company selected for their presentation for support.
- Students are expected to supply their own audiovisual related supplies (transparencies, CDs, etc.). No supplies will be provided by BCIT.
- All photocopying is the responsibility of the students unless arranged in advance by the Set Managers and approved by the Instructor.
- Equipment may be borrowed from the BCIT Audio-Visual Department. Set Managers will provide borrowing authorization slips.
- The cost of audiovisual equipment not returned to the Institute by a student group will be charged to the students in that group.
- Students are advised to come to their presentation with a back-up plan (e.g. overhead transparencies) in case of equipment failure as all presentations must be presented when scheduled.

• **Information for Students**

Assignments:

See *Group Presentation Description* in the Share Out folder (FMGT 2910) for information on the presentation requirements and evaluation.

Ethics:

BCIT assumes that all students attending the Institute will follow a high standard of ethics. Incidents of cheating or plagiarism may, therefore, result in a grade of zero for the assignment, quiz, test, exam, or project for all parties involved and/or expulsion from the course.

Attendance:

The attendance policy as outlined in the current BCIT Calendar will be enforced. Attendance and participation at lectures and labs is mandatory. Attendance will be taken at the beginning of each session. Students not present at that time will be recorded as absent. Failure to attend, and to effectively participate, will result in significant penalties. Please see the *Group Presentation Description* for additional information.

Illness:

A doctor's note is required for any illness causing you to miss labs or lectures. At the discretion of the instructor, you may complete the work missed or have the work prorated.

Course Outline Changes:

The material or schedule specified in this course outline may be changed by the instructor. If changes are required, they will be announced in class.

• **Assignment Details**

Students are required to form teams of 4 students, research a firm, and present their investment recommendations in a formal oral presentation to a large audience. Each group will be required to plan their oral presentation so as to involve every member. Each group will select an appropriate company for their presentation. The name of the company shall be provided to the instructor no later than January 20th. No duplicate presentations are allowed: firms will be given to groups on a first come-first served basis. Companies presented last year may not be selected for presentation this year. The choice of the company can have a significant impact on your presentation and it is recommended that you perform preliminary research prior to selecting your company.

Students are also expected to individually deliver an informal oral presentation.

Please see *Group Presentation Description* file for assignment specifications and organization of the course. This document is posted in the Share Out folder (under FMGT 2910).

Schedule

Week of:	Outcome/Material Covered	Assignment Due
Jan 3	Introduction to the course, its structure and requirements.	
Jan 8	Introduction to the course, its structure and requirements.	Selection of set managers. Selection of groups.
Jan 15	Lecture on effective communication.	Selection of company. Presentation sequence.
Jan 22	Lecture on investment analysis - .	
Jan 29	Lecture on Power-Point - .	
Feb. 5	Group presentations.	Large group presentations begin as per schedule established at term start.
Feb. 12	Group presentations.	
Feb 19	PD-Day possibility	
Feb 26	Group presentations.	
Mar 5	Midterms – no classes	
Mar 12	Spring Break – no classes	
Mar 19	Group presentations.	
Mar 26	Group presentations.	
Apr 2	Group presentations.	
Apr 9	Group presentations.	
Apr 16	Individual presentations.	
Apr 23	Individual presentations.	
Apr 30	Individual presentations.	
May 7	Individual presentations.	
May 14	Evaluation of Set Managers. Flex time for presentations.	
May 22	Final Exams	

Content of this Course Outline is subject to change.