Start Date: March 2005
End Date: May 2005

Total Hours: 30
Total Weeks: 10
Hours/Week: 3
Lecture: 1
Lab: 2

Term/Level: 2
Course Credits: 2

FMGT 2540 Working Capital Management

Prerequisites
FMGT 1100 or
FMGT 1105 (Min 50% grade)

Course Description
This course enables students to understand the relationships between current assets and current liabilities in different types of organizations, to appreciate the trade-offs inherent in a firm’s working capital policy, and to carry out a basic analysis of a firm’s working capital management.

Evaluation
Mid Term Exam 30%
Final Exam 50%
Group assignment 15%
Homework 5%
TOTAL 100%

Comments: Final Exam is cumulative with a heavier emphasis on the post mid term materials

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

March 21, 2005

I verify that this course outline has been reviewed.

March 21, 2005

I verify that this course outline complies with BCIT policy.

March 21, 2005

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

Marc Kampschuur, B.Comm.(hons) LL.B. CA
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Office Hours: As posted
Phone: 604.451.6756
E-Mail: marc_kampschuur@bcit.ca

Keith Lownie, Dipl. T., CFP, CIM, CA
Office Location: SE6 379
Office Hours: As posted
Phone: 604.451.6751
E-Mail: keith_lownie@bcit.ca

• Learning Resources

Required:


• Information for Students

Assignments: Late assignments, lab reports or projects will not be accepted for marking. Assignments must be done on an individual basis unless otherwise specified by the instructor.

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 will be taken at the beginning of each session. Students not present at that time will be recorded as absent.

Makeup Tests, Exams or Quizzes: There will be no makeup tests, exams or quizzes. If you miss a test, exam or quiz, you will receive zero marks. Exceptions may be made for documented medical reasons or extenuating circumstances. In such a case, it is the responsibility of the student to inform the instructor immediately.

Illness: A doctor’s note is required for any illness causing you to miss assignments, quizzes, tests, projects, or exam. At the discretion of the instructor, you may complete the work missed or have the work prorated.

Attempts: Students must successfully complete a course within a maximum of three attempts at the course. Students with two attempts in a single course will be allowed to repeat the course only upon special written permission from the Associate Dean. Students who have not successfully completed a course within three attempts will not be eligible to graduate from the appropriate program.

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.

E-mail: You may contact your instructor via the e-mail listed above under “instructors”. The subject line of your email must be in the following format or your message will be deleted without being read:

“course number” “last name” “first name” “student number” “set letter”

As an example: FMGT 2540 Hewson Paul 22222222 U

During the week we will endeavour to respond to e-mails within 48 hours. During weekends we may not be available to respond to e-mail. If your e-mail contains a question regarding course content you are required to indicate how you attempted to answer your question and provide an answer for comment.
<table>
<thead>
<tr>
<th>Week of</th>
<th>#</th>
<th>Lecture Material</th>
<th>Reference / Pre Reading</th>
<th>Lab Problems</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 21</td>
<td>1</td>
<td>Introduction &amp; Accounting Review</td>
<td>N/A</td>
<td>Handout:&lt;br&gt;• Accounting Review.</td>
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<tr>
<td>March 28</td>
<td>2</td>
<td>F/S Analysis</td>
<td>N/A</td>
<td>• F/S Analysis.</td>
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<tr>
<td>April 4</td>
<td>3</td>
<td>Cash Budgets</td>
<td>Article – Scrubbing the Numbers</td>
<td>Handouts:&lt;br&gt;• Cash Budgeting.</td>
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<td>Discussion of:&lt;br&gt;• &quot;Scrubbing the Numbers.&quot;</td>
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<tr>
<td>April 11</td>
<td>4</td>
<td>Working Capital and the Financing Decision</td>
<td>Chapter 6, pp. 1 – 28</td>
<td>Chapter 6:&lt;br&gt;• Discussion Questions 1, 2, 6, 7, 10.</td>
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<td>• Problems 3, 5, 9, 13.</td>
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<tr>
<td>April 18</td>
<td>5</td>
<td>Mid Term Exam (During Lecture)</td>
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<td>Introduction to the Group Assignment. Midterm review.</td>
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<td>• &quot;Capital Ideas: A Little Cash’ll Do Ya.&quot;</td>
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<td>May 2</td>
<td>7</td>
<td>Sources of Short Term Financing</td>
<td>Chapter 8, pp. 81 – 104</td>
<td>Chapter 7:&lt;br&gt;• Discussion Questions 1, 4, 10, 12, 15.</td>
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<td>• Problems 3, 4, 8, 10, 17, 25.</td>
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<td>Discussion of:&lt;br&gt;• &quot;Measure Performance with the Right Data.&quot;</td>
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<td>• &quot;What are the 4 Cs of Credit?&quot;</td>
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<tr>
<td>May 9</td>
<td>8</td>
<td>Inventory Management</td>
<td>Chapter 7, pp. 63 – 70</td>
<td>Group Assignment due in lab.</td>
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<td>Chapter 8:&lt;br&gt;• Discussion Questions 3, 6, 8.</td>
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<td>• Problems 4, 6, 13, 17, 20, 25, 28, 29.</td>
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<td>Discussion of:&lt;br&gt;• &quot;The Great Inventory Reduction.&quot;</td>
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<td>May 16</td>
<td>9</td>
<td>Review</td>
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<td>May 24</td>
<td>10</td>
<td>Final Exams</td>
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(This schedule is subject to change at the discretion of the instructor.)