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| **Business Finance** |

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| **INU-School of Management and Social Sciences** |

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| **Course Details:** |

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| Course Title: Business Finance | |
| Course Code: FIN-232 | Prerequisite: Nil |
| Program: BBA(Hons) -4th | Credit Hours: 03 |

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| **Course Faculty:** | |
| Ms: Rabia Fatima | | |
| Office: Faculty block, first floor, INU | | |
| Office Visiting Hours: Friday 09:00 am – 11:00 am | | |
| Email:rabiafatima1991@gmail.com | | |
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| **Course Description:** |

This course is designed to impart the students understanding about the basic concepts, principles and techniques of business finance. It’s also cover some important aspect of business finance like time valuation of financial instruments, valuations of bonds and share, financial statement analysis.

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| **Course Objectives:** |

Business finance encompasses a wide range of activities and disciplines revolving around the management of money and other valuable assets. Business finance programs familiarize students with accounting methodologies, investing strategies and effective debt management. Small business owners must have a solid understanding of the principles of finance to keep their companies profitable.

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| **Learning Outcomes:** |

Students would able to analyze specific problems and challenges in investing strategies, and able to find practical solutions to investment problems.

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| **Required Course Material:** |

1. Financial Management by Andrew JR, Timothy ,timothy J.Gallagher
2. Fundamental of Financial management by James C. Van Horne and John M.Wachowicz, Jr.

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| **Course Evaluation (Grade Breakup)** |

Grading will be done as per INU’s grading criteria. The breakup of the grade points is as follows:

Midterm exam 30%

Final Term Exam 50%

Semester project 10%

Quiz 5%

Assignments 5%

***Quizzes should be conducted on a fortnightly basis. An n-2 /x grading criteria would be used for quizzes/assessments. Where n represents the total marks of assessments taken in the semester, (minus 2) would minus the two assessments with the student’s lowest score and x would represent the total number of assessments from which the score is being evaluated. For example a total of six assessments were taken during the semester. For student A the following would explain quiz evaluation for a specific course during the semester: 6 assessments were taken in a semester. Student A secured the following marks out of 10: 6, 5,7,8,2 and 4.***

***Following n-2/x***

***6+5+7+8+2+4 – ( 2 +4 as they are the lowest scores)***

***32-6***

***26 /4 (as four assessments are being taken into account)***

***6.5 is the average score of the student out of 10***

***Nb: percentage allotted to assignments, quizzes and semester project is up to the lecturer’s discretion and can be fluctuated- but at the same time should be mentioned in the grade break-up section to the students at the start of the semester.***

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| **Course Policy:** |

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| * Students are expected to be punctual and reach the class room on time. Students would be given an allowance of fifteen minutes to enter the class after it has commenced ,after which they would not be allowed to attend the class hence marked absent as well. * There is strict penalty for plagiarism .Students with plagiarized content in their assignments/projects would be awarded an F grade * All assignments are supposed to be printed/ type-written .Assignment’s soft copy also needs to be submitted on the instructor’s email address. * There would be no re-take for any quiz or class activity .A lecturer can, with the Deputy Chairperson’s consent reconsider a genuine case * Assignments due submission are supposed to be submitted by the mentioned date and time. * Electronic equipment, although convenient, often is the source of class disruption. Students are expected to ensure that they turn off or set all electronic equipment on a quiet setting prior to entering the classroom. |
| ***In addition to the above mentioned points, instructor’s can make valuable additions to this course policy –pertaining to their course only.*** |
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| **Course Project:** |

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| 1. **Stock exchange register companies future value evaluation.** 2. **Visit to Islamabad stock exchange** 3. **Guest lecturer :broker** 4. **Exercise questions** |

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| **Course Content:** |

**SEMESTER PLAN**

**Subject: Business Finance**

**Course code: FIN-232**

**Program: BBA (Hons)-4th**

**Credit Hours: 03 Instructor: Rabia Fatima**

**COURSE OUTLINE:**

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| **Week** | **Description/Topics** | **Recommend books**  **Guide** | **Activity** |
| 1st &2nd | **Introduction:**   * Finance and the firm * What is finance and business finance * role of finance manager * The financial goals of a firm * Sources of finance * its characteristics * Types of companies * Forms of business organization | Book 1/chap#1 | Assignment  Group discussion |
| 3rd& 4th | **The financial systems**   * Financial market and interest rates * Flow of fund & how financial system work * Financial markets and classification of financial markets * Financial intermediated and their types | Book 1/chap#2 | Quiz and Assignments |
| 5th  6th  7th  8th    5th | **Time value of Money**   * The time value of money * Concept of time value of money * Simple interest, Common interest, Future value * Present value, Compounding, Discounting * Net present value (NPV), internal rate of return (IRR) * Annuities and its type | Book 1/chap#8 | Quiz and Assignments |
|  | **MID-SEMESTER EXAM** |  |  |
| 9th  10th  11th | **Valuation of Bonds & Shares**   * The valuation of long-term securities * Concepts of Bonds & shares * Valuation of bonds (long term securities) * Valuation of pure discount bonds * Valuation of perpetual bonds or non-redeemable preference share * Valuation of a redeemable bond & preference share * Valuation of common share * Reasons for buying common shares * Constant growth model | Book 2/chap#4 | Quiz and Assignment s |
| 12th to 14th  15th & 16th | **Analysis of financial statement**   * Financial statement analysis * Funds analysis, cash flow analysis and financial planning * Introduction of financial statements * Types of financial statements * Financial statement analysis * Ratio analysis * Trend analysis | Book 2/chap#6  Book 2/chap#7 | Quiz and presentations |