



# POLYTECHNIC OF MEĐIMURJE IN ČAKOVEC

## COURSE SYLLABUS

ACADEMIC YEAR: 2020/2021

### 1. GENERAL COURSE INFORMATION

<b>1.1 Course name</b>	<b>Corporate finance</b>			
<b>1.2 Study program/s</b>	Undergraduate professional study program Tourism and Sport Management			
<b>1.3 Course status (O,E)</b>	O	<b>1.6 Mode of instruction (number of hours)</b>	<b>Lectures</b>	30
<b>1.4 Course code</b>			<b>Exercises</b>	30
<b>1.5 Course abbreviation</b>			<b>Seminars</b>	
<b>1.6 Semester</b>	III	<b>1.7 Place and time of instruction</b>	<b>E-learning</b>	
<b>1.7 ECTS</b>	6		Premises of the Polytechnic/distance learning	

### 2. TEACHING STAFF

<b>2.1 Course leader/s-title</b>	Ivana Bujan, Ph.D.	<b>contact</b>	ibujan@mev.hr
	Toni Miljak	<b>contact</b>	
<b>2.2 Assistant/s- title</b>		<b>contact</b>	
		<b>contact</b>	
<b>2.3 Instruction held by- title</b>	Toni Miljak, pred.	<b>contact</b>	

### 3. COURSE DESCRIPTION

<b>3.1 Course goals</b>	The basic goal of the course is to enable students to understand the basics of corporate and business finance, capital budgeting, the basics of financial accounting, securities, financial institutions and markets. Upon successfully passed course a student should be able to offer the most effective financing type for a company, to understand the value and the cost of capital. Understanding basic financial indicators, analysis of financial statements and capital budgeting.								
<b>3.2 Prerequisites</b>	Passed Financial mathematics.								
<b>3.3 Course outcomes</b>	I1 Explain the ways of financing a company according to the type of company. I2 Evaluate and interpret financial statements and financial indicators. I3 Independently assess the capital structure of the enterprise. I4 Valorise investment projects by using the capital budgeting measures. I5 Assess the functioning of financial markets. I6 Assess the return on investment of securities.								
<b>3.4 Course content</b>	The course includes an introduction to the basic categories of corporate and business finance. The course encompasses the time value of money in finance, financial indicators, valuation of investment projects, money and capital markets and terms related to securities are included.								
<b>3.5 Types of coursework</b>	X	Lectures	x	Exercises	X	Blended e-learning	x	Individual activities	Laboratory
	X	Seminars and workshops		Distant learning		Field classes		Multimedia and network	Mentorship
		Other							
<b>3.6 Language of instruction</b>	Croatian, English								
	2	Class attendance			Seminars			Essay	

<b>3.7 Monitoring students' work (enter the number of ECTS credits for each activity so that the total number of ECTS credits is equal to the total ECTS value of the course, 1 ECTS = 30 hours)</b>	1.5	Class activity		Project		Report/paper																								
	2.5	Midterm exams		Practical task		Continuous knowledge check																								
		Written exam		Experimental work																										
		Oral exam		Research																										
<b>3.8 Assessment and evaluation of students' work during classes and at the final exam</b>	<table border="1"> <thead> <tr> <th>Activity specification</th> <th>Percent %</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td colspan="3" style="text-align: center;">Assessment during instruction</td> </tr> <tr> <td>Class activity</td> <td>20%</td> <td>20</td> </tr> <tr> <td>Midterm exam 1</td> <td>40%</td> <td>40</td> </tr> <tr> <td>Midterm exam 2</td> <td>40%</td> <td>40</td> </tr> <tr> <td colspan="3" style="text-align: center;"><i>Exam assessment for the students who failed to fulfil all the obligatory requirements during the semester</i></td> </tr> <tr> <td>Written exam</td> <td>80%</td> <td>80</td> </tr> <tr> <td><b>Total:</b></td> <td><b>100%</b></td> <td><b>100</b></td> </tr> </tbody> </table>						Activity specification	Percent %	Points	Assessment during instruction			Class activity	20%	20	Midterm exam 1	40%	40	Midterm exam 2	40%	40	<i>Exam assessment for the students who failed to fulfil all the obligatory requirements during the semester</i>			Written exam	80%	80	<b>Total:</b>	<b>100%</b>	<b>100</b>
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<b>3.9 Assessment criteria – analysis per learning outcomes</b>	<b>Ways of evaluating learning outcomes</b>																													
			<b>Activity</b>	<b>Mid-term exam 1</b>	<b>Mid-term exam 2</b>	<b>Total</b>																								
	Outcome 1		4	13		17																								
	Outcome 2		3	13		16																								
	Outcome 3		3	14		17																								
	Outcome 4		3		14	17																								
	Outcome 5		3		13	16																								
	Outcome 6		4		13	17																								
	<b>Total</b>		<b>20</b>		<b>40</b>	<b>100</b>																								
	<p>Grading of outcomes (in order to pass the mid-term exam/exam the student must achieve at least 50% points for each learning outcome)</p> <p>Points      Grade</p> <p>89 – 100    excellent (5)</p> <p>76 – 88     very good (4)</p> <p>63 – 75     good (3)</p> <p>50 – 62     pass (2)</p> <p>0 – 49      fail (1)</p>																													
<b>3.10 Specific features related with taking the course</b>	<p>Full-time students must attend at least 70% of the total number of lecture hours and at least 70% of the total number of practice hours in order to be eligible to pass the course. In agreement with the lecturer, the obligations on attendance at classes are also regulated through additional student activities that are listed in the assessment and evaluation of student work during classes. Students must participate in performing exercises by working on assignments and always have a calculator and formulas and tables available on the Loomen / Merlin system.</p> <p>If the student does not meet the prescribed conditions, he / she is not entitled to sign and take the course. Students are required to bring to class lecture materials (available on the website) relevant to the intended lecture topic and notebook. Students are required to inform themselves in advance from the required literature on the topic provided for a particular lecture date.</p> <p>Students who have passed the exam through the midterm tests (2) and collected a sufficient number of points during classes should register for the exam via a student at the first upcoming exam period. The condition for passing</p>																													

	<p>the midterm test is 50% of the correctly achieved answers according to the outcomes of the course per midterm test (20 points = 50% of each outcome per colloquium, I1 - I3 or I4 - I6). Students who have achieved additional points and have not passed the exam or midterm tests, the additional points are kept until the exam and enter the final grade. The condition for taking the oral part of the exam and at the same time passing the written part of the exam is 50% of the course outcome points (1-6) on the written exam (ie 40/80 points).</p> <p>Part-time students attend classes in a concentrated form. They can achieve additional points by doing the task, and instead of two midterm tests at the end of the class, they take a pre-term exam, which is a kind of midterm test of the entire material before the exam. The mentioned pre-term carries 80 points, and for passing it is necessary to achieve 40 points, ie 50% of the course outcomes (outcomes 1 - 6).</p>										
<b>3.11 Students obligations</b>	<p>Full-time students are required to attend at least 70% of the total number of hours of lectures and exercises in order to exercise the right to take the exam. Part-time students are required to attend at least 30% of the total number of hours of lectures and exercises in order to exercise the right to take the exam. If the student has not fulfilled all the obligations set by the course, he is obliged to attend the lectures again and meet the conditions for taking the exam.</p> <p>Attendance can be offset by online tuition, organised webinars and added assignments given by teachers. One lesson lasts 45 minutes, and several hours form a teaching unit. Absence from one teaching unit is counted as one absence. Delays and apologies are recorded separately. In that case, if the student missed more than 50% of classes, and has a justifiable reason/apology, the request should be submitted to the Department Council, which then decides on the justification of student absences with the obligatory opinion of the course leader.</p>										
<b>3.12 Written assignments</b>											
<b>3.13 Required reading</b>	<table border="1"> <tr> <td>1.</td> <td>I.Bujan: Poslovne financije, skripta, MEV, 2014.</td> </tr> <tr> <td>2.</td> <td>I.Bujan: Zbirka zadataka iz poslovnih financija, MEV, 2018.</td> </tr> <tr> <td>3.</td> <td>Lj. Vidučić, S. Pepur, Šimić Šarić, M.: Financijski menadžment, IX. Izdanje, RRIF plus, 2015.</td> </tr> <tr> <td>4.</td> <td>I.Bujan: Pregled formula za vježbe, Loomen kolegija Poslovne financije</td> </tr> <tr> <td></td> <td></td> </tr> </table>	1.	I.Bujan: Poslovne financije, skripta, MEV, 2014.	2.	I.Bujan: Zbirka zadataka iz poslovnih financija, MEV, 2018.	3.	Lj. Vidučić, S. Pepur, Šimić Šarić, M.: Financijski menadžment, IX. Izdanje, RRIF plus, 2015.	4.	I.Bujan: Pregled formula za vježbe, Loomen kolegija Poslovne financije		
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<b>4 ADDITIONAL COURSE INFORMATION</b>											
<b>4.1 Quality control</b>	The quality of the program, teaching process, teaching skills and level of mastery of the material will be established by conducting a written evaluation based on questionnaires, and in other standardised ways and in accordance with the by-laws of the Polytechnic of Međimurje in Čakovec.										
<b>4.2 Contact the teacher</b>	Students can contact the teacher during the office hours and during classes, while for short questions and explanations they can contact him/her any day during working hours by coming in person or by landline. It is also possible to ask questions by e-mail, which will be answered in 48 hours at the latest. It is desirable for students to come as often as possible for any possible questions during the teacher's office hours.										

<b>4.3 Information about the course</b>	It is the obligation of each student to be regularly informed about the course. All notifications about the classes or possible postponement of classes will be posted on the bulletin board and on the website of the Polytechnic at least 24 hours in advance.
<b>4.4 Course contribution to the study program</b>	Analyse the business performance of the organization and the company. Interpret financial performance indicators. Create accounting and financial reports.

**5. ANALYSIS OF COURSE TOPICS (the number of hours is equal to the number of lectures and exercises of the course)**

<b>LECTURES</b>				
<b>Hours</b>	<b>Topic and description</b>	<b>Method</b> • Direct teaching (lecture, instruction, pp presentation) • Discovery learning (individual, lead, discussion) • Group learning • Case study • Field classes...	<b>Learning outcomes</b>	<b>Course outcome</b>
1.	Course introduction.	Direct teaching		
2.	Basics and development of corporate and business finance.	Direct teaching, discovery learning, discussion	Recognize the concepts of corporate finance, explain the tax, business and financial environment in which the company operates, list and explain the types, principles and rules of company financing.	I1
3.	Financial system and time preference of money.	Direct teaching, group learning	Understand the time preference of money, calculate the future and present value of money, distinguish between discount and interest rates.	I1
4.	Financial analysis.	Direct teaching, discovery learning, discussion	Calculate financial indicators and interpret the obtained results. Calculate and interpret financial indicators.	I2

5.	Leverage and break even points in finance.	Direct teaching, discussion	Calculate the breakeven points of quantity and revenue and the percentage changes in leverage and interpret the results.	12
6.	Capital structure.	Direct teaching, discovery learning, discussion	Distinguish the capital structure with regard to the size of the company, list the basic components of the capital structure, explain the concept of optimal capital structure.	13
7.	Midterm test 1 – outcomes 1 - 3	Written		11-13
8.	Capital budgeting.	Direct teaching, discussion, individual tasks	Explain the types of investments, list the basic and auxiliary methods of capital budgeting. Choose a profitable investment.	14
9.	The cost of capital.	Direct teaching, discussion	Determine the CAPM model of share valuation, determine and calculate the WACC.	15
10.	Securities, shares, equity securities I	Direct teaching, discussion	Calculate the values of shares.	16
11.	Securities, shares, equity securities II	Direct teaching, group learning	Beta calculation and beta interpretation.	16
12.	Debt securities.	Direct teaching, discussion	Explain and classify debt securities. Calculate the value of treasury bills, bonds, commercial bills.	16
13.	Financial markets.	Direct teaching, discussion	Explain the way financial markets work.	15
14.	Financial institutions.	Direct teaching, group learning	Explain the way financial institutions work.	15
15.	Midterm test 2 – outcomes 4 - 6	Written		14-16
<b>EXERCISES/ SEMINARS</b>				

Hours	Topic and description	<b>Method</b> <ul style="list-style-type: none"> <li>• Direct teaching (lecture, instruction, pp presentation)</li> <li>• Discovery learning (individual, lead, discussion)</li> <li>• Group learning</li> <li>• Case study</li> <li>• Field classes...</li> </ul>	Learning outcomes	Course outcome
1.	Course introduction.	Direct learning		
2.	Basics and development of corporate and business finance.	Discover learning, discussion	Recognize the concepts of corporate finance, explain the tax, business and financial environment in which the company operates, list and explain the types, principles and rules of company financing.	I1
3.	Financial system and time preference of money.	Direct learning, individual tasks, group learning	Understand the time preference of money, calculate the future and present value of money, distinguish between discount and interest rates.	I1
4.	Financial analysis.	Direct learning, individual tasks, group learning	Calculate financial indicators and interpret the obtained results. Calculate and interpret financial indicators.	I2
5.	Leverage and break even points in finance.	Direct learning, individual tasks, group learning	Calculate the breakeven points of quantity and revenue and the percentage changes in leverage and interpret the results.	I2
6.	Capital structure.	Direct learning, individual tasks, group learning	Distinguish the capital structure with regard to the size of the company, list the basic components	I3

			of the capital structure, explain the concept of optimal capital structure.	
<b>7.</b>	Midterm test 1 – outcomes 1 - 3	Written		11-13
<b>8.</b>	Capital budgeting.	Direct learning, individual tasks, group learning	Explain the types of investments, list the basic and auxiliary methods of capital budgeting. Choose a profitable investment.	14
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<b>15.</b>	Midterm test 2 – outcomes 4 - 6	Written		14-16