

# Teaching guide

## IDENTIFICATION DETAILS

Degree:	Business Administration and Management		
Field of Knowledge:	Social and Legal Science		
Faculty/School:	Legal and Business Science		
Course:	THE STOCK EXCHANGE AND CAPITAL MARKETS		
Type:	Compulsory	ECTS credits:	6
Year:	4	Code:	7142
Teaching period:	Eighth semester		
Area:	Finance		
Module:	Functional administration of business areas		
Teaching type:	Classroom-based		
Language:	Castellano		
Total number of student study hours:	150		

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## SUBJECT DESCRIPTION

The knowledge of financial markets and financial assets is key to the successful operation of a modern economy and constitutes both the most important part of the financial economy and the most significant area on the investment decisions. Moreover, the degree represents one of the most important professional careers allowing

work in financial services and investment banking.

The degree objective is to know in depth the business world and the financial assets and markets with special emphasis on the equity market. Both the characteristics of financial assets, structure and players in the markets and valuation techniques will be addressed, with the aim of providing recommendations to investors.

## GOAL

At the end of the course, the student must understand the capital market and the derivatives market, as well as the operation of the Stock Markets in their business use or as an investor, taking into account that the risk analysis is inherent to the capital market and derivatives.

The specific aims of the course are:

- To assimilate the ethical component and good business practices.
- Understand and consolidate the basic concepts of financial and banking business and its different markets.
- Understand the operation of Stock Exchanges.
- Structure ideas to express them clearly and accurately.
- To be able to take the financial direction of a company.

## PRIOR KNOWLEDGE

- Basic understanding of Time Value of Money
- Basic understanding of Financial Accounting
- Basic understanding of Monetary Policy

## COURSE SYLLABUS

- I) Introduction:  
The Financial Sector: Central Banks  
The Monetary Policy: Interest rate Determination  
The efficiency in the Financial Markets  
Functions and characteristics of financial assets.  
Concept, features, functions and types of Financial Markets.
- II) The Stock Exchange: Index and Valuation
- Stock Exchange Structure.
  - Traded Assets
  - Market Members
  - Settlement Systems.
  - Stock Exchange Operations
  - IPO
  - Splits
  - Capital Raising
  - Stock Exchange Index
  - Fundamental and Technical Analysis
- III) Financial Markets
- The Money Markets
  - The Bond Market
  - The Stock Market
  - Financial Futures
  - Options Markets
  - Swaps Markets
- IV) Trends in the Global Financial Markets Financial
- Sector Consolidation
  - European Monetary Union (EMU)

## EDUCATION ACTIVITIES

Individual as well as Group work. Practical focus through group problem solving.

Course work:

- Analysis of two selected recent text/news on financial markets. Presentation of summary.
- Group presentation of a current financial situation.

Tutorials:

- Timing will be discussed during first day. Student must send email to professor soliciting tutorial.

Teaching methodology will be established based on experience, incorporating most appropriate methodology and technology according to course objectives. For that purpose, selected materials, texts, documentation and other readings have been adapted using adequate technological support to facilitate communication and understanding.

The following methodology will be used:

**FLIPPED CLASSROOM:** active methodology that translates learning out of classroom using videos and enriched texts to maximize comprehension from the student. Both in attended classes or remote, the idea is to facilitate content for student own analysis.

**LEARNING THROUGH PROBLEM SOLVING:** Student will face practical exercises with professor guidance. Once completed, exercises will be analyzed and corrected by students in class.

**LECTURES:** Presentation of key concepts with special emphasis on facilitating understanding by the student. Students may participate in preparing certain themes. students will be given additional references for further analysis.

**TEAM WORK:** Team work preparation and presentation in class, to reinforce main concepts.

**PERSONALIZED TUTORIAL:** Individual support to review and discuss main concept and solve doubts. Student help on learning process.

**GROUP TUTORIAL:** Supervision of team work.

In Canvas (online Campus), all relevant materials will be included as well as all relevant activities. For access: <https://ufv-es.instructure.com/login/canvas>.

Main tools in Canvas are:

- Calendar: information of class content, exercises, presentations, exams, test and other activities including deadlines. Will be updated regularly.
- Email: to communicate with professor and other students.
- Guia Docente (Teaching Guide): including materials to be covered and evaluation criteria.
- Activities: Exercises to be covered by students during the course.
- Materials: Materials to prepare for activities and exams. Summary of professor presentations, work to be performed, press articles, etc.
- Each student will need to activate their personal evaluation tool at the beginning of the course.

Classes, presentations and other activities as well as time distribution of different activities, could be modified and adapted based on different potential scenarios determined by the Health Authority.

## DISTRIBUTION OF WORK TIME

CLASSROOM-BASED ACTIVITY	INDEPENDENT STUDY/OUT-OF-CLASSROOM ACTIVITY
60 hours	90 hours
Lectures 40h Problem solving 20h	Student own study 35h Problem solving 35h Individual work preparation 20h

## SKILLS

### Basic Skills

Students must have demonstrated knowledge and understanding in an area of study that is founded on general secondary education. Moreover, the area of study is typically at a level that includes certain aspects implying knowledge at the forefront of its field of study, albeit supported by advanced textbooks

Students must be able to apply their knowledge to their work or vocation in a professional manner and possess skills that can typically be demonstrated by coming up with and sustaining arguments and solving problems within their field of study

Students must have the ability to gather and interpret relevant data (usually within their field of study) in order to make judgments that include reflections on pertinent social, scientific or ethical issues

Students must be able to convey information, ideas, problems and solutions to both an expert and non-expert audience

Students must have developed the learning skills needed to undertake further study with a high degree of independence

## General Skills

Ability to carry out synthetic and analytical thought.

To run businesses for the benefit of people and society, with quality as the key element in order to achieve a competitive advantage.

To develop oral and written communication skills in a native and foreign language.

## Specific skills

To be familiar with the operating mechanisms of the various money and capital markets, especially regarding the stability, profitability and risk involved in each one.

To be familiar with the basic aspects of banking, including financial statements and risk management.

To be familiar with the techniques, models and methods for evaluating companies and to integrate them within a company's framework.

To have the capacity to administer a company's finances.

## LEARNING RESULTS

Capable of working in a financial department of a corporate

Can operate in different financial markets

can work in M&A

Capable of negotiating with banks all financial aspects of different projects and strategies

## LEARNING APPRAISAL SYSTEM

A continuous evaluation system will be applied. A mid-term Exam in March and and final exam will take place in the ordinary call according to academic calendar.. In addition, students will have reading of articles, books, presentations related to main concept of the course. Exams will account for 70% of the global grade. Articles, tests, exercises, presentations, etc. will account for 20%, and class attendance and participation the remaining 10%.

- Exams.....70%
- Exercises, presentations.....20%
- Class Attendance and participation....10%

Continuous evaluation will require a minimum class attendance of 80% .

A) Continuous evaluation: Only for students with at least 80% attendance. The remaining 20% is for free student disposal. These continuous evaluation criteria will apply also for the extraordinary call. Evaluation will range from 0-10, that will accumulate throughout the course. To pass the course the accumulate grade will have to be at least 5. To apply the continuous evaluation the grade on the final exam will have to be at least 5 over 10.

B) Students that will exceed 20% of non-attendance will limit their final grade to the grade obtained in the final exam, that represents 70% of the final grade, according to the official requirements imposed by the University.

C) repeating students that do not attend classes due to calendar conflicts or academic waiver (\*), final grade will be based on the final exam that will weight 85%, while the remaining 15% will be based on the practical exercises presented through Aula Virtual.

D) Exchange students, will be based on the alternative system, being their responsibility to understand it. Students of second and following calls could be subject to any of the two systems explained before, prior communication to the professor at the beginning of the semester. They will not need to ask for academic waiver (dispensa academica).

All students will be subject to the norms and regulations imposed by the University, with special emphasis to the infringement related to plagiarism and/or copy in exams, or use of illegitimate means in any of the evaluation tests, exams, exercises, etc., that will be considered as serious misconduct according to clause 7<sup>a</sup> of the University Rules and Regulations.

#### IMPORTANT NOTE

In case health and sanitary recommendations will force to adopt a remote teaching scenario, the weights of the evaluation system will not be modified. Face-to-face exam will be substituted for a remote on-line exam with the means and tools that guarantee authenticity of the exam.

To preserve the appropriate learning experience of the student, all deadlines will be firmly respected.

It will be the responsibility of the exchange student, repeater, with waiver, to know the evaluation system they are subject to.

(\*) a student could obtain academic waiver (dispensa academica) in one or more subjects due to work, calendar conflicts, disease or other accepted by the University, prior request by the student in Coordinacion Academica providing required documentation. Once obtained, affected professor will be informed.

## BIBLIOGRAPHY AND OTHER RESOURCES

### Basic

1. Financial Markets and Institutions. 7<sup>a</sup> Edición. Mishkin Stanley.

2. Finance and Financial Markets. Third Edition. Pelbeam, Keith. Ed Palgrave

### Additional

1. CNMV: Comisión Nacional del Mercado de Valores. [www.cnmv.es](http://www.cnmv.es)

2. Curso de Bolsa y Mercados Financieros. Instituto Español de Analistas Financieros. Editorial Ariel Economía