

MEMORANDUM

TO: RC Class of 2027
FROM: FIN1 Teaching Group
SUBJECT: Course Requirements and Grading
DATE: September 22, 2025

Overview

In Finance 1, you are expected to prepare cases thoroughly, attend class regularly, and participate meaningfully and constructively in class discussions. The course also requires the timely completion of four online exercises, two graded tests, and a final exam.

Class Participation

Classroom work is the basic vehicle of learning in the course, and it is a critical component of performance assessment in Finance 1. The primary focus of this assessment will be on class participation. A student's participation will be assessed according to their ability to:

- explain with clarity the logic underlying their comments, not merely supply a number or a short answer;
- frame comments in a manner that makes them accessible to everyone in the room;
- respond to follow-up questions or build on comments by section mates;
- integrate ideas, illuminate key facts, or provide new empirical support for an argument;
- draw appropriate managerial inferences and make recommendations from quantitative analyses, not simply execute the analyses;
- **for students who are new to finance**, ask questions of your section mates, especially in situations where you have struggled with a set of tools or ideas or in linking your analysis to a recommendation in your pre-class preparation.

In short, high-quality participation comes down to impact: enhancing or advancing our discussions and creating useful learning moments for others in the classroom. It is not about right answers, but about a thought process that leads to sound decisions. Around the midpoint of the course, I will provide feedback on your class participation. This will be an interim assessment only—not an official recorded grade for the first part of the course.

Class Preparation

A secondary dimension of your classroom work assessment will focus on class preparation. Both individual learning and the quality of classroom discussion depend critically on each student engaging with the material before class. As in past years, preparation will involve outside readings, interactive video tutorials, and case work. At times, this will include submitting brief case-related responses on Canvas or uploading your analysis in Excel.

To receive credit for an **Excel upload**, your analysis should demonstrate that you have thoughtfully grappled with the question and its underlying concepts. We will also use your responses to help calibrate the pace and focus of the in-class discussion.

Because this aspect of assessment emphasizes individual preparation, we expect submissions to be uploaded **by 8:00 a.m. on the day of class**. If any submitted material was not entirely your own work, please notify your professor. While uploaded analyses will not be graded individually, they will be evaluated collectively at the midpoint and end of the course.

For many of you, finance is new. Preparing a case can feel daunting, and it's not always clear where to begin. A careful reading of the Canvas assignment is the best place to start, and we've provided a **tip sheet** to help you get going on Day 1.

Where possible, we've curated the readings—highlighting specific pages and concepts—identified relevant tools in a pre-class PowerPoint, offered video tutorials in Canvas to bring you up to speed, and, in many cases, partially templated the case exhibits to give you a sense of direction.

Your challenge is to connect these preparation materials to the assignment questions, applying general concepts and tools to the specifics of the case. As the course progresses—and in Finance 2—we will phase out some of these supports, recognizing that the ability to decide what to do is often more important than knowing how to execute it.

Exams and Grading

Final grades for the course will be based upon class participation and written work. The following weights will be applied:

Class Participation	50%
Including Preparation: Completion of Tutorials, Polls, Spreadsheet Uploads, and Online Exercises	
Test 1	10%
Test 2	10%
Final Exam	30%

Important Dates

Please make a note of the following dates:

Online Exercises (90 minutes)	September 29-October 6, October 14-17, October 29-November 3, and November 12-17. The exercises can be taken any time between 3 pm on the opening day through 11:59 pm on the closing day. Please enter these dates in your calendar.
Test 1	Tuesday, October 21st
Test 2	Tuesday, November 18th
Final Exam	Monday, December 15th

Completion of the online exercises, the two tests, and the final exam at the scheduled date and time is mandatory. Rescheduling is permitted only in rare and exceptional circumstances (for example, travel plans are not a valid reason to reschedule). If you encounter a conflict with a test or the final exam, please consult the Registrar.

Class Attendance

As part of the classroom protocol, students are expected to attend class fully prepared to participate in the discussion and to avoid arriving late or leaving early once discussion is underway. If you must miss class, please notify me in advance using the web-based Student Absence Notification system.

Review Sessions and Office Hours

Reflection after each class is just as important as pre-class preparation. All post-class materials are available on the Canvas Pages for your section. These include classroom Excel models and daily course-wide wrap-up slides.

Joy Haddad and Josh Koppersmith will lead optional weekly review sessions covering key concepts. These sessions are designed primarily for students who are struggling with the material. If you have more subtle or advanced questions, please direct those to me. The teaching fellows will not typically review cases discussed in class. Instead, they will focus on material from the online exercises—after the solutions have been posted. Review sessions will normally be held twice a week in the afternoon. Occasionally, only one session may be offered in a given week due to scheduling conflicts with other MBA program demands. Please refer to the Course Resources section on Canvas for a full schedule of review sessions, including days, times, and locations. You'll also receive a weekly reminder with the exact timing and location for that week's sessions.

Please consult the Office Hours tab under the Pages section on Canvas for information to book office hours with your FIN1 professor.