

Study Plan and Activities Schedule: Aug to Nov 2022 Study Period (Dec22-L3a)

Study materials including videos, understanding checkers and chapter assessments will be made available to users at the ***start of each designated week**. Each chapter assessment must be submitted **via the e-course (LMS) for auto-feedback on possible answers**. All Webinar/Revision recordings are not downloadable and **access expires on 11 Dec 2022**.

Week	Areas	Topics	Estimated Time Allocation (Hours)			
			Chapter Assessment	Tests	Videos duration	Self-Learning
Week 1 *8 Aug	1 - 2	Pre-Recorded Webinar Session 1			2	2
	1 2	Financial management function Financial management environment	1			6
Week 2 *15 Aug	3	Pre-Recorded Webinar Session 2			2	2
	3	Investment appraisal	2			6
Week 3 *22 Aug					6	
Week 4 *29 Aug	4	Pre-Recorded Webinar Session 3			2	2
	4	Sources of Finance	1			6
Week 5 *5 Sep	5	Pre-Recorded Webinar Session 4			2	2
	5	Cost of Capital	1			6
Week 6 *12 Sep	6	Pre-Recorded Webinar Session 5			2	2
	6	Capital structure theories	2			6
Week 7 *19 Sep					6	
Week 8 1 Oct	STUDY WEEK: Preparation for Progress Test					10
	PROGRESS TEST Areas 1 to 6 (Sat) *from 10am			3		6
	Tests open from *time until 12 mid-night. Each Test ends 3 hours after starting. Results release in Week 10.					
Week 9 *3 Oct	7 - 8	Pre-Recorded Webinar Session 6			2	2
	7	Business valuations	1			6
	8	Risk Management: Foreign Currency Risk Management	1			6
Week 10 *10 Oct	9 - 10	Pre-Recorded Webinar Session 7			2	2
	9	Risk management – interest rate risk	1			6
	Progress Test Results Release (The feedback will be in the form of individual comments on the graded script that are marked online). You can post questions on the course to the tutor regarding the test at the "Ask the Tutor" section (Course > Interactive Tools > Ask the Tutor).					2
Week 11 *17 Oct	10	Working capital management	2			6

Week	Activities Live Sessions are conducted in Malaysian Time MYT (GMT/UTC +8)		Estimated Time Allocation (Hours)			
			Chapter Assessment	Tests	Revision duration	Self-Learning
Week 11 *22 Oct	Rev 1	Live Revision Session 1 (Sat: 9am to 12pm & 1pm to 4pm)			6	6
Week 12 29 Oct	Rev 2	Live Revision Session 2 (Sat: 9am to 12pm & 1pm to 4pm)			6	6
Week 13	Revision Question Practice Week (Use the Revision Kit). You can post questions in the course to the tutor regarding the questions (Course > Interactive Tools > Ask the Tutor).					10
Week 14	Rev 3	Live Revision Session 3 (Sat: 9am to 12pm & 1pm to 4pm)			6	6
Week 15 19 Nov	STUDY WEEK: Preparation for Mock Exam					10
	MOCK EXAM (Sat) *from 10am			3		6
	Tests open from *time until 12 mid-night. Each Test ends 3 hours after starting. Results release from 26 Nov.					
Week 16	STUDY WEEK					10
26 Nov	Live MOCK EXAM REVIEW (Sat: 6 – 8pm). Session will be recorded for those who missed the review.				2	2
Total Duration			12	6	34	162
G. Total estimated time to complete this unit (Hours)			212			

Note: IMPORTANT Please read

The **Study Guide** can be downloaded from the course site for printing. You are prohibited to reproduce copies for non-registered users or distribute soft or printed copies without SunwayTES's written permission. **You are prohibited to extract, distribute, resell course materials/videos/assessment items or provide access to any other party.**

Self-Learning Time includes reading time, viewing the ***embedded videos**, attempting the understanding checkers (Embedded Assessments) with auto-graded feedback, and reviewing the ****pre-recorded Webinar** (tutorial) videos.

***Embedded videos are conceptual or introductory videos with voice-overs.** Registered users can access the videos by scanning the AR codes on the Study Guides using the Zappar application from the Play Store (Android phones) or the App-Store (Apple Phones). You can also access and play the same videos embedded in the online course's content. These videos are for viewings only and cannot be downloaded.

The ****Pre-recorded Webinar and Revision Videos** are recorded from live tutorials and the chapters' syllabus are synced to these videos. These videos can be viewed from the course but **not downloadable** for off-line viewings. **Use of streaming firewall bypass features on any video or interactive media content that are Intellectual Properties of Sunway-TES is strictly prohibited and legal action can be taken against you for infringement of IP.**

Progress Test and Mock Exam will be for duration of 3 hours each. Kindly note that each of the assessment is a **timed test** and only **one attempt** is allowed. Once you have started the test, you are required to complete it within the time limit. Make sure that you have a stable internet connection and a laptop or PC. **You cannot do the tests on your handphone.**

How to post questions (Assessment Support) to your tutor:

You will be assigned a tutor who will assist you on queries on the Chapter Assessments/Progress Test and Mock Exam. You can post questions on "Ask the Tutor" (accessed via Course > Interactive Tools > Ask the Tutor).

For assistance, please email: techteam_stescae@sunway.edu.my. Kindly allow 1 working day for the response. Enquiries received during weekends will be replied on the following week's working day.