
Homework Policies

Market Models I & II

STAT 482/682, 486/686

August 1, 2018

Groups

All assignments and projects are to be completed in groups, although some allowance is given at the start of term as students add and drop the class. Groups should comprise a minimum of three students and, ideally, a maximum of four, although exceptions allowing five students may be made at the discretion of the instructor. It is preferred that a group be formed within a course level, rather than as a mixture of 400- and 600-level students. Where mixed groups are formed, the 400-level students may be eligible for extra credit, as described below.

Letter Grades

Grades are given in $\frac{1}{2}$ grade increments. For example:

A+	A+/A	A	A/A-	A-	A-/B+	B+
4.33	4.17	4.00	3.83	3.67	3.50	3.33

Submission

Assignments are to be turned in to the teaching assistant. They may be dropped off either: in class; at the TA's office, or in the TA's mailbox in the Duncan Hall mailroom. DO NOT submit your paper to the instructor; this could make your paper late. You MUST ALSO submit your work, including code or Excel spreadsheets, on Canvas.

If you submit an assignment late, email the TA so you are not penalized for extra days.

Extra Credit

Extra credit is available in three ways.

1. On an individual assignment basis, where optional problems are given in the homework description.
2. Through voluntary resubmission of past assignments, as described in the **Resubmission Policy** below.
3. For 400-level students who do 600-level work, either on an assignment-by-assignment basis as in (1) or as an adjustment at the end of term for those who are in a group with 600-level students.

Professional Standards

These courses are designed to introduce you to the study of real world markets and provide you with tools for analysis and modeling. Of equal importance to your analytical skills is the ability to clearly communicate your findings. Therefore, presentation will be considered in the grading of all assignments.

Reports which do not meet professional standards may not be graded.

The professional standards listed in the style guides, such as the Professional Standards Checklist, represent the **minimum** of what is acceptable.

Originality

In addition to numerical analysis and presentation, assignments will be graded for interpretation, insight, and understanding of financial systems. Creativity, in this regard, is rewarded.

Conversely, non-original work is not acceptable. Refer to Rice University's Honor Code and plagiarism policies for details.

Resubmission Policy

Students are allowed 2 resubmissions during a course. This total includes *both* mandatory and voluntary resubmissions. This behooves the student to submit nice work at the outset.

Mandatory resubmissions are at the discretion of the instructor or teaching assistant in response to work that is *unacceptable*. This includes, but is not limited to:

- submissions with four or more types of professional standards errors, as defined by the [professional standards](#) checklist (posted on Canvas and the course websites);
- failure to submit homework both as a hard copy and on Canvas;
- And any work which is so incomprehensible or incomplete as to earn a failing grade.

Mandatory resubmissions have enforced due dates chosen by the instructor or teaching assistant, usually one week from the class where the homework in question is returned to students. The grading is more stringent on mandatory resubmissions

Voluntary resubmissions are an opportunity to earn extra credit for going above and beyond what is required for homework. If there is a homework that a group would like a better grade on, they can improve and resubmit it. *Improving* is defined as: meeting all of the homework requirements **and** excellent professional formatting **AND** an additional factor, like an extra analysis, data year, index, etc.

Students **must** schedule a meeting with the instructor or teaching assistant prior to beginning work on a voluntary resubmission so that a deadline can be agreed upon and any additional expectations can be established. Voluntary resubmissions must be submitted on or before the last day of class. The grade received on a resubmission will replace the original grade for that homework.

General rules of resubmissions are:

- students cannot resubmit a homework they have already resubmitted, i.e., they are allowed a maximum of one retry at any homework;
- the final project is not eligible for either form of resubmission;
- resubmissions are counted per student, not per group;
- students may not individually resubmit a homework that was originally completed as a group, i.e., one person cannot receive sole benefit for the work of many, even if they are the only one who works on the update.

Late Submissions

Late submissions are penalized at a rate of $\frac{1}{2}$ grade per day, including weekends. For instance, homework due on Friday but submitted on Monday that would have earned an A-, receives a grade of B after the late penalty.

Deadline Extensions

Deadline extensions are at the discretion of the instructor. When available, they must apply to the entire class, and therefore should be applied for several days *before the due date*. Request for extension on the due date will result in points taken off.

Additional Requirements/Guidance

Several other additional requirements are in place to ensure a quality product. Please take note of these as well as the above highlights.

0. Professional Standards Apply. See syllabus and website links. ***THIS CANNOT BE EMPHASIZED HIGHLY ENOUGH!!***
1. All students must submit in class a hard-copy printed version, and also submit an electronic version via Canvas. NO GRADE WILL BE GIVEN if both hard and Canvas copies are not submitted by the due-date. This includes any resubmissions, if applicable.
2. DO NOT SUBMIT RAR Zip files, use regular zip files if you need to. We do not have authorized copy of WinRAR.
3. Please use a filename such as "Mini-Project1.Duan_Song_You_Zhang.2014.pdf" in order to explicitly identify the assignment and group.
4. Always provide citations if needed (put in separate section)
5. Do not quote or cite *Investopedia.com*, please use another source.
6. If using CRSP/COMPUSTAT, etc., indicate which variables you used in your analysis, and whether you used quarterly, annual, or daily data.
7. As a general rule you should be aware of and report the *coverage* of financial variables available from CRSP/WRDS. Coverage means the proportion of stocks which have data for that particular variable of interest. That is, if coverage is not good for a particular data element, you should know and have indicated this. Poor coverage is a sign to find a better variable. For example, MKVALT is easy to select, but has only 79% coverage in earlier years. It would be better to obtain your own market cap using PRCC*CSHO.
8. If using Bloomberg or any other data system, also indicate your variables/ticker.
9. If you are calculating any of your own statistics or ratios, please indicate the formulas and variables.
10. **AUTOMATIC POINT DEDUCTIONS** for above issues, and also will be applied in the following cases:
 - a. Late submission
 - b. No page numbers
 - c. No cover sheet
 - d. Group number not indicated on cover sheet
 - e. Typeface too small
 - f. Paper is **unstapled or poorly stapled**/ unsuitably bound; the paper will be returned ungraded and upon resubmission *will have lateness penalty of one letter grade applied*.
 - g. Poor or inconsistent grammar in prose or headings/titles
 - h. Bad, unclear, or unprofessional layout of report and tables
 - i. No visual guidelines in large tables
 - j. No headers on tables or lacking across pages
 - k. Using landscape tables with no good reason (NGR)
 - l. CRSP/COMPUSTAT/Bloomberg/Factset variables not included in an appendix

- m. Computer code not provided in **fixed character font** in an appendix
- n. Graphics must be designed so that they can be clearly read when rendered in B/W
- o. Specific formatting or other instructions are not followed.