



**GENERAL INFORMATION (prof. PAOLO ALTIN)**

**Contacts** - My email address is [paolo.altin@deams.units.it](mailto:paolo.altin@deams.units.it). I encourage you to read carefully the information you have been provided so as not to email me requests for information already available to you. Your patience regarding a response would be greatly appreciated. As you can imagine I have many emails to reply to (and many other businesses to deal with).

**Office hours** - I will be available to answer any questions and to give you help and support on Tuesdays from 12 a.m. to 1 p.m. solely on request by email (office 2.7).

N.B. If no requests to see me are made up to a minimum of one day before my normal office hours I will not be available at the office.

**Lectures** – On Moodle is the schedule for lessons held during October and November. Please check regularly the Department website in order to be informed of any changes to the schedule. Academic quarter will be applied as lessons starting time.

**Projects** - Requests to reserve your chosen company for the financial statement analysis will be accepted from **Monday, 24<sup>th</sup> October**. Any requests made prior to this date will not be considered. The list of the companies chosen will be periodically updated and uploaded on Moodle.

For any information not included in this note please refer to the course syllabus available on the web.

Paolo Altin