

**BUS 316-01: Financial Management**  
**Syllabus Fall 2018**  
 3 Semester Hours  
 (TF, 12:20 p.m. – 1:40 p.m. in Mott307)

**Instructor:** Areerat Lertchaipitak (Poy), Ph.D. Office Hours: MTRF 9:20-10:40 a.m.,  
W 10:50 a.m.-12:10 p.m., and by appointment

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**Blackboard:** <http://blackboard.olivetcollege.edu>  
**HW Connect Log-In:** <http://connect.mheducation.com/class/a-lertchaipitak-poy-bus-316-fall-2018-1>  
**Tech Support (HW Connect):** <http://mhhe.com/support>

**Course Description** This course is designed for the general business student and is intended to provide a theoretical and practical framework for corporate financial management. Most specifically this course will encourage each student to build a foundation of knowledge by examining financial decision making within the corporate framework, the relationship between risk and return, time value of money and capital budgeting. Prerequisite: BUS 202

**Required Materials** **Text:** Block: Foundations of Financial Management, 16<sup>th</sup> Edition: McGraw-Hill Irwin, 2014  
 ISBN 9781259356162 – text with HW access card. Or purchase access via Connect URL above.

**McGraw Hill - Connect:** One semester access is required. Procedures to obtain access are detailed later in this syllabus.

**Financial Calculator:** Bring a financial calculator to every class. You will need a calculator to complete in-class assignments.

**Blackboard:** This class is Blackboard enabled. As a registered member of this class, an account has been created for you. Check your account immediately to ensure that you have access.

**Computer access is required.** Numerous tools will be used during the semester to facilitate learning including, Blackboard, Microsoft Office software and access to **“Connect”** (*the homework tool that must be purchased from the publisher.*) In addition, the textbook website (listed above) provides a variety of learning options which include interactive quizzes, chapter PowerPoint slides, flashcards, narrative slides, Excel spreadsheet templates etc. Finally, in the unfortunate event that your home computer is not functioning, it is expected that you will fulfill all class requirements at one of the computer labs on campus. As always, be sure to save your work before printing or leaving a computer.

**Learning Outcomes**

Course Learning Outcomes	Assessment Tools
Define the core principles of corporate finance	Homework, Exams
Analyze financial statements using ratio analysis	Homework, In-Class, Exams
Calculate net present value of investments	Homework, In-Class, Exams
Measure risk, return, and capital budgeting using WACC and company valuation	Homework, In-Class, Exams
Calculate and use capital budgeting criteria to make decisions regarding long-term assets	Homework, In-Class, Exams
Analyze cash flow and project analysis	Homework, In-Class, Exams
Evaluate corporate debt and payout policies	Homework, In-Class, Final Exam
Evaluate risk and return of stocks and bonds and determine pricing	Homework, In-Class, Final Exam

**Finance Concentration Learning Outcomes** This course supports the following Finance Concentration Learning Outcomes

- Apply standard financial-decision metrics to analyze various security classes, evaluate capital structure, capital investment decisions and dividend payout policies while balancing expected risk and return.
- Evaluate various financial strategies and instruments to achieve investment outcomes by using investment literature, modern portfolio theory, capital assets pricing and options pricing theory - with a focus on equity, derivatives and fixed income strategies

**College-Wide Learning Outcomes**

This course supports the following College-Wide Learning Outcomes:

- Application of Knowledge – Integrate and apply advanced knowledge in an academic or professional discipline. *Learning Outcome 6.1 – Integrative Knowledge*. Demonstrate use of the theories, analytic methods, and content of one's discipline in an integrated manner. *Learning Outcome 6.2 – Problem-Solving Skills*. Apply the tools of one's discipline to demonstrate problem-solving competency in one's field.
- Critical Thinking – Strengthen foundational skills in critical thinking and quantitative analysis. *Learning Outcome 2.1 – Reasoning and Critical Thinking*. Analyze and evaluate assumptions, claims, evidence, arguments, and forms of expression; use information critically.

**Course Conduct**

- You are expected to read the assigned material before class, actively listen and participate in all class discussion. You are also responsible for all homework assignments. You should plan to spend 6-8 hours per week on homework, readings and other activities outside of class. If your schedule does not permit you to arrive on time every class period, you are advised to take this class at another time.
- This course is comprehensive in nature. The material studied is cumulative and attempting to catch up at the last minute **will not work**. If you find that you are struggling, *be proactive*. Act before your concerns become insurmountable problems. Don't wait until the end of the term to address difficult issues. Exercising time management and disciplined study throughout the semester is the single most important factor in determining success in this class.
- On occasion, students have important issues that must be addressed privately with the instructor. To ensure your concerns receive the consideration they deserve, please discuss them with me during office hours rather than during the brief period between classes.
- A productive and positive learning environment is based upon mutual respect among students and instructors. Moreover, after graduation you will be expected to conduct yourself in a professional manner. Therefore it is expected all students will conduct themselves in a respectful and professional manner. That includes being attentive and quiet during lectures. To facilitate this, **cell phones must be off during class time and laptops must be used only for class work**.

**Homework**

Homework is an important part of this learning process. Preliminary homework assignments are provided on a separate schedule. Check Blackboard frequently for HW revisions. All individual homework assignments must be completed using McGraw Hill's "Connect", a web based homework management system.

*Connect* duplicates problem structures directly from the end-of-chapter material in your McGraw-Hill textbook, using algorithms to provide limitless variations of textbook problems. *Connect* can grade assignments automatically, provide instant feedback, and store all results in your private grade book. You can access this system by buying a new textbook (the access code is included). If you purchase a used textbook, you can purchase the access code from either the bookstore or online. Use the web address at the beginning of this syllabus to either purchase an access code and/or register on our Connect class site. Prior to starting this process it may be helpful to download the "Connect User Guide" posted in the *Course Information* link on Blackboard.

For technical assistance -- please visit the technical support website at: <http://mhhe.com/support> or call 1-800-331-5094. Additional help can be found at: <http://www.connectstudentsuccess.com/>

Each on-line assignment will receive automatic final grading 10 minutes prior to class on the due date shown on your tentative course schedule. No late HW assignments will be accepted. If you choose, you may complete the assignment, submit it for grading, and then rework and resubmit it as many times as you want. You will receive the highest grade that was recorded during this process. (*When posting answers be*

sure to follow instructions exactly.) **NOTE:** As mentioned above, in the unfortunate event that your home computer is not functioning, it is expected that you will fulfill class requirements at one of the computer labs on campus.

## Teamwork

In your future employment you will find that most companies require a teamwork approach in the workplace. To enhance your abilities in a team situation, student teams will be formed. Your contribution to your team is invaluable and you must be prepared in order to contribute. Successful team members will have the ability to listen actively, respectfully and emphatically. They also have an understanding of group processes that include leadership and conflict resolution. Teams will be responsible for in-class assignments during the course. Obviously, you must be present to receive in-class points as well as contribute to your team.

## Make-up Late Assignments

**There will be no make-ups for in-class activities.** Late homework assignments will not be accepted. There will be three mid-term exams and one comprehensive final. There will **no make-up exams**. In an extraordinary situation the instructor may assign the missed exam points to the final exam. Visiting a physician or health center, or leaving a message for the instructor on a test date does not, in itself, establish an acceptable excuse. Documentation is necessary and must specifically address why a test was missed. Any exam missed for a documented and approved reason must be taken within 2 days and will automatically include a 10-point reduction each day. No exceptions. *Any student with a documented disability that requires accommodations* during exams must contact the instructor and the Academic Resource and Disability Services Office at the beginning of the semester. It is the student's responsibility to make alternate testing arrangements. **Exams will not be given early.**

## Course Communications

You should check Blackboard frequently for announcements, to review the class schedule, and utilize provided resources that include class handouts, study guides etc. Schedule changes will be communicated via Blackboard announcements.

## Grading

Grades will be recorded in the Blackboard grade book *periodically* so you can reconcile your grade with my records. However, it is your responsibility to track your progress in the class, keep copies of all graded assignments, check the grade book regularly, and address discrepancies in a timely manner. **If a student finds a discrepancy, it must be brought to the attention of the instructor within two weeks of posting.**

## Class Participation

Active participation is an important part of the learning experience. Participation will be considered during final grading for students that fall between grades. Receiving consideration is based on attendance, timeliness, preparation, homework completion, in-class participation, communication skills, ability to work with others (team members, class, instructor), and general overall decorum.

## Grade Determination

Description	Points Possible
Three semester tests @ 100	300
Comprehensive final exam	150
Homework (Connect)	150
In-class assignments	100
<b>Total</b>	<b>700</b>

(Actual points may vary and total points will be adjusted as necessary)

## Grading Scale

100-93% A	89-87% B+	82-80% B-	76-73% C	69-67% D+	62-60% D-
92-90% A-	86-83% B	79-77% C+	72-70% C-	66-63% D	59-0% F

## Extra Credit

In the unlikely event that extra credit points are offered, they will be available to all students equally. Please do not ask for individual extra credit points.

## Course Withdrawal

The course withdrawal deadline is Monday, October 15, 2018. No letter will be written to support your withdrawal from the course after this deadline.

<b>Incomplete Grades</b>	Incomplete grades will be awarded strictly in accordance with Olivet College policy. An incomplete is given only when circumstances beyond the control of the student prevent timely completion of course requirements. <u>An incomplete grade may not be given as a means of avoiding a failing grade.</u>
<b>Vacations/Weather</b>	This class will meet any time the college is open. Absences, late work etc., due to vacation plans on days other than official Olivet College vacation days will be treated as unexcused. In the event the college closes, the Office of College Relations will notify the campus community through the residence life staff, campus safety, campus e-mail and the college radio station. In addition, local radio stations will be notified as well.
<b>Academic Integrity</b>	Academic dishonesty will not be tolerated. All students must be familiar with and abide by the policies regarding academic dishonesty outlined in the Olivet College Student Handbook. ~ Olivet College faculty and staff are responsible for reporting to the Academic Performance Committee acts of academic dishonesty of which they become aware. Based on The Olivet College Compact, every student is required to participate within a community built on trust, participation and a sense of pride and each student must commit to behaving and communicating with honesty and integrity. Olivet College's Academic Integrity Policy encompasses these as well as the following Compact commitments: I am responsible for my own learning and personal development: I am responsible for contributing to the learning of others, and I am responsible for treating all people with respect. Olivet believes that academic dishonesty violates these commitments and in so doing causes serious harm to the campus community.~
<b>Cheating versus Collaborative Learning</b>	You are encouraged to study with other students outside of class. Cooperative study can be an aid to learning. With the exception of online quizzes, you may share ideas, work on homework and projects together, solicit help, meet with tutors and others. Business students are preparing to accept professional responsibilities after graduation. A very important part of that professional responsibility is honesty and trustworthiness. In order to develop these traits you should make it a priority to identify and resolve ethical dilemmas. For many students, the decision to cheat in school is their first professional ethical situation.
<b>Class Ethics</b>	<p>All students in this class are expected to:</p> <ul style="list-style-type: none"> <li>➤ Act with integrity and honesty.</li> <li>➤ Strive to master the body of knowledge covered in this course.</li> <li>➤ Abide by the College's policy on academic conduct and the Olivet College Compact.</li> <li>➤ Treat fellow students and professors with respect, courtesy, and fairness.</li> <li>➤ Treating others with respect and courtesy includes turning all phones and other electronic devices off while in class.</li> <li>➤ Recognize that your behavior reflects upon not only yourself, but also your student peers, and the Olivet College community.</li> </ul>

**BUS 316 – Financial Management*****Homework Schedule*****Fall 2018**

This is a tentative schedule of homework assignments. While it is the goal of this instructor to follow this schedule it may be necessary to deviate from the plan as situations dictate. Check Blackboard for announcements regarding schedule changes.

<b>Date</b>	<b>Topics</b>	<b>Chapter</b>	<b>Homeworks &amp; Reading Assignments</b>
Tuesday, August 21, 2018	Syllabus / Course Overview		Sign up for Connect & Check Blackboard for access
Friday, August 24, 2018	The Goals and Activities of Financial Management	1	-Read CH1
Tuesday, August 28, 2018	Review of Accounting	2	-Read CH2 & HW 1 Due
Friday, August 31, 2018			-Read CH2
Tuesday, September 4, 2018	Financial Analysis	3	-Read CH 3 & HW 2 Due
Friday, September 7, 2018			-Read CH3
Tuesday, September 11, 2018	Financial Forecasting	4	-Read CH4 & HW 3 Due
Friday, September 14, 2018		4	-Read CH4
Tuesday, September 18, 2018	<b>Exam 1 (CH1, 2, 3, 4)</b>		- HW 4 Due
Friday, September 21, 2018	Working Capital and the Financing Decision	6	-Read CH6
Tuesday, September 25, 2018			-Read CH6
Friday, September 28, 2018	Current Asset Management	7	-Read CH7 & HW 6 Due
Tuesday, October 2, 2018			-Read CH7
Friday, October 5, 2018	Sources of Short-Term Financing	8	-Read CH8 & HW 7 Due
Tuesday, October 9, 2018			-Read CH8
Friday, October 12, 2018	<b>Exam 2 (CH6, 7, 8)</b>		- HW 8 Due
Tuesday, October 16, 2018	Time Value of Money	9	-Read CH9
Friday, October 19, 2018			<b>Fall Break Day</b>
Tuesday, October 23, 2018			-Read CH9
Friday, October 26, 2018	Valuation and Rates of Return	10	-Read CH10 & HW 9 Due
Tuesday, October 30, 2018			-Read CH10
Friday, November 2, 2018	Cost of Capital	11	-Read CH11 & HW 10 Due
Tuesday, November 6, 2018			-Read CH11
Friday, November 9, 2018	The Capital Budgeting Decision	12	-Read CH12 & HW 11 Due
Tuesday, November 13, 2018			-Read CH12
Friday, November 16, 2018	Risk and Capital Budgeting	13	-Read CH13 & HW 12 Due
Tuesday, November 20, 2018	<b>Exam 3 (CH9, 10, 11, 12, 13)</b>		- HW 13 Due
Friday, November 23, 2018			<b>Thanksgiving Holiday</b>
Tuesday, November 27, 2018	Long-Term Debt and Leases	16	-Read CH16
Friday, November 30, 2018	Common and Preferred Stock Financing	17	-Read CH17
Wednesday, December 5, 2018	<b>Mandatory Comprehensive Final Exam (Including CH16&amp;17): 10.30 a.m. - 12.30 p.m.</b>		<b>-Be prepared and good luck!</b>