



FIN 304: Introduction to Business Finance

COURSE SYLLABUS: Summer II 2020

INSTRUCTOR INFORMATION

Instructor: Dr. Ramya R. Aroul

Office Hours and Communication:

Office Hours: By appointment

University Email Address: ramya.aroul@tamuc.edu

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

1. Required Textbook: Fundamentals of Financial Management, Concise edition, 9th Edition; Brigham and Houston, South-Western, 2015, ISBN: 978-1-305-63593-7
2. Required Calculator: A financial calculator is required for this course. Texas Instruments BA II Plus is recommended, since I will be teaching by using that model HP 10-B or equivalent calculators could be used, but students are held accountable on learning how to master them. Financial, non-storing calculators will be the only ones allowed in the exams. Calculators must manipulate irregular cash flows. A financial calculator will be advantageous to have not only when you take other business classes, but also when making personal financial decisions throughout your lifetime.
3. Access to a Computer with the latest version of Microsoft Excel.

Course Description

Basic concepts of business finance with emphasis on global and ethical issues, total quality management, production of goods and services, and various laws and regulations that affect the financial environment in which the firm operates. Basic elements of business finance, the financial environment, financial institutions, security markets, interest rates, taxes, risk analysis, time value of money and valuation.

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Maximizing value of the firm using financial analysis and planning, working capital management, cost of capital and capital budgeting.

Prerequisites: Acct 222; ECO 2301, 2302, MATH 1325.

Student Learning Outcomes

All of the topics covered in the course are covered with a specific course objective in mind. The course objectives for this course are given below which will be created into a learning outcomes assessment rubric (given below the objectives) to measure student performance in the class. The objectives for this course are:

1. Demonstrate an understanding of the fundamental concepts of corporate finance and its principles and methods.
2. Understand and apply valuation techniques of securities, projects and corporations.
3. Demonstrate an understanding and show ability to measure financial decisions in a risk/return environment.

Criteria (Course Objectives)	1 (Unsatisfactory)	2 (Emerging)	3 (Proficient)	4 (Exemplary)
Demonstrate an understanding of the fundamental concepts of corporate finance and its principles and methods.	Student cannot demonstrate an understanding any of the fundamental concepts of corporate finance and its principles and methods.	Student can demonstrate some understanding of the fundamental concepts of corporate finance and its principles and methods.	Student can demonstrate understanding of all of the fundamental concepts of corporate finance and its principles and methods and analyze issues accordingly.	Student can demonstrate understanding of all of the fundamental concepts of corporate finance and its principles and methods and display an ability to analyze and synthesize accordingly.
Understand and apply valuation techniques of securities, projects and corporations.	Student cannot demonstrate an understanding of any valuation techniques of securities, projects and corporations.	Student can demonstrate an understanding of valuation techniques but none of the application to the projects or corporations.	Student can demonstrate an understanding of valuation techniques and all of the application to the projects or corporations and can analyze issues accordingly.	Student can demonstrate an understanding of valuation techniques and all of the application to the projects or corporations and display an ability to analyze and synthesize accordingly.
Demonstrate an understanding and show ability to measure financial decisions in a risk/return environment.	Student cannot demonstrate an understanding of these processes or there measurement.	Student can demonstrate an understanding of these processes but not the measurement.	Student can demonstrate an understanding of these processes and there measurement and can analyze issues accordingly.	Student can demonstrate an understanding of all of these processes and there measurement and display an ability to analyze and synthesize accordingly.

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COURSE SCHEDULE

Week	Date	Content	Deadlines
Class 1	6-Jul	Syllabus and Chapter 1	
Class 2	8-Jul	Chapter 3	
Class 3	10-Jul	Chapter 4	
Class 4	10-Jul	BONUS: Intro to Finance Test	4 Aug: Intro to Finance test due
Class 5	13-Jul	Chapter 5	
Class 6	15-Jul	Chapter 5	
Class 7	17-Jul	EXAM 1 (Best 3 of 4 exams)	20 Jul: Exam 1 due
Class 8	20-Jul	Chapter 5	
Class 9	22-Jul	EXAM 2 (Best 3 of 4 exams)	27 Jul: Exam 2 due
Class 10	24-Jul	Chapter 7	
Class 11	27-Jul	Chapter 9	
Class 12	27-Jul	EXAM 3 (Best 3 of 4 exams)	3 Aug: Exam 3 due
Class 13	29-Jun	Chapter 10	
Class 14	29-Jun	EXAM 4 (Best 3 of 4 exams)	4 Aug: Exam 4 due

GRADING

Final grades in this course will be based on the following scale:

A = 90%-100%
 B = 80%-89%
 C = 70%-79%
 D = 60%-69%
 F = 59% or Below

No assignment or extra credit will be given to individual students to improve grades.
 Every grading component will be provided to all students.

ASSESSMENTS

Course Evaluation:

Exam 1	33%
Exam 2	33%
Exam 3	33%
Honesty Policy	1%
Bonus Quizzes	5%
Bonus: Intro to Finance Test	10%

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Exams

There will be four exams in this course. The best three exam grades out of the four will count towards the student's grade calculations. The lower grade on the four exams will be dropped. Because of this policy, make-up exams will not be administered under any circumstances. In the event of absence from more than one exam, you must contact me before the exam and upon documentation of the reason for absence by a medical doctor or TAMUC official, make-up exam may be permitted. Failing to do so will earn you a grade of zero on the exam.

Practice Quizzes

There will be many online practice quizzes administered on D2L throughout the course of the semester. Attempting a practice quiz will earn you 1 bonus point and you can earn up to a total of 5 bonus points that will be added directly to your course grade. The quiz questions will be objective-type questions. The quizzes will be timed and will be take-home online exams administered on D2L.

Honesty Policy

There is an honesty policy document that is uploaded on D2L. Students are expected to download the document, sign and scan it and upload the signed document on D2L before the census date. This constitutes 1 point towards the course grade.

TECHNOLOGY REQUIREMENTS

Browser support

D2L is committed to performing key application testing when new browser versions are released. New and updated functionality is also tested against the latest version of supported browsers. However, due to the frequency of some browser releases, D2L cannot guarantee that each browser version will perform as expected. If you encounter any issues with any of the browser versions listed in the tables below, contact D2L Support, who will determine the best course of action for resolution. Reported issues are prioritized by supported browsers and then maintenance browsers.

Supported browsers are the latest or most recent browser versions that are tested against new versions of D2L products. Customers can report problems and receive support for issues. For an optimal experience, D2L recommends using supported browsers with D2L products.

Maintenance browsers are older browser versions that are not tested extensively against new versions of D2L products. Customers can still report problems and receive support for critical issues; however, D2L does not guarantee all issues will be addressed. A maintenance browser becomes officially unsupported after one year.

Note the following:

- Ensure that your browser has JavaScript and Cookies enabled.
- For desktop systems, you must have Adobe Flash Player 10.1 or greater.

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- The Brightspace Support features are now optimized for production environments when using the Google Chrome browser, Apple Safari browser, Microsoft Edge browser, Microsoft Internet Explorer browser, and Mozilla Firefox browsers.

Desktop Support

Browser	Supported Browser Version(s)	Maintenance Browser Version(s)
Microsoft® Edge	Latest	N/A
Microsoft® Internet Explorer®	N/A	11
Mozilla® Firefox®	Latest, ESR	N/A
Google® Chrome™	Latest	N/A
Apple® Safari®	Latest	N/A

Tablet and Mobile Support

Device	Operating System	Browser	Supported Browser Version(s)
Android™	Android 4.4+	Chrome	Latest
Apple	iOS®	Safari, Chrome	The current major version of iOS (the latest minor or point release of that major version) and the previous major version of iOS (the latest minor or point release of that major version). For example, as of June 7, 2017, D2L supports iOS 10.3.2 and iOS 9.3.5, but not iOS 10.2.1, 9.0.2, or any other version. Chrome: Latest version for the iOS browser.
Windows	Windows 10	Edge,	Latest of all browsers, and

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Device	Operating System	Browser	Supported Browser Version(s)
		Chrome, Firefox	Firefox ESR.

- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
 - 512 MB of RAM, 1 GB or more preferred
 - Broadband connection required courses are heavily video intensive
 - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
- You must have a:
 - Sound card, which is usually integrated into your desktop or laptop computer
 - Speakers or headphones.
 - *For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.
- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: [JAVA web site http://www.java.com/en/download/manual.jsp](http://www.java.com/en/download/manual.jsp)
- Current anti-virus software must be installed and kept up to date.

Running the browser check will ensure your internet browser is supported.

Pop-ups are allowed.

JavaScript is enabled.

Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
 - [Adobe Reader https://get.adobe.com/reader/](https://get.adobe.com/reader/)
 - [Adobe Flash Player \(version 17 or later\) https://get.adobe.com/flashplayer/](https://get.adobe.com/flashplayer/)
 - [Adobe Shockwave Player https://get.adobe.com/shockwave/](https://get.adobe.com/shockwave/)
 - [Apple Quick Time http://www.apple.com/quicktime/download/](http://www.apple.com/quicktime/download/)
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If

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you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

COMMUNICATION AND SUPPORT

Brightspace Support

Need Help?

Student Support

If you have any questions or are having difficulties with the course material, please contact your Instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778 or click on the **Live Chat** or click on the words “[click here](#)” to submit an issue via email.



System Maintenance

D2L runs monthly updates during the last week of the month, usually on Wednesday. The system should remain up during this time unless otherwise specified in an announcement. You may experience minimal impacts to performance and/or look and feel of the environment.

Interaction with Instructor Statement

*Email is the preferred method of communication.

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COURSE AND UNIVERSITY PROCEDURES/POLICIES

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: [Netiquette](#)

<http://www.albion.com/netiquette/corerules.html>

TAMUC Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

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ADA Statement

Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Gee Library- Room 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: studentdisabilityservices@tamuc.edu

Website: [Office of Student Disability Resources and Services](http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

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Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

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