

LEHIGH UNIVERSITY
BUS 127 - Information Analysis and Financial Decision Making II
SPRING SEMESTER 2016
COURSE SYLLABUS

Class meetings: TR, 010: 9:20-10:35 011: 10:45-12:00
LL 514

Instructor: Prof. Eric Cosnoski

Office: RB 383 Phone/Text: 484.893.0066

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Office Hours by Appt

Course Site will contain all notices and announcements, including weather cancellations, as well as the slides and assignments needed for class. Check it regularly.

OVERVIEW

The overall goal of the course is to help provide non-business students with knowledge and skills that will allow them to make more informed business decisions and to supplement their major studies with business tools attractive to employers. Key skill and content objectives are as follows:

Skill:

1. Cultivate and develop a capacity for life-long, self learning
2. Develop written and oral communication skills
3. Develop problem solving skills, including critical thinking and decision making

Content:

1. Identify the basic goals, people, organizations and activities of business and the general economic framework within which they operate
2. Identify the role of Finance and Accounting within the business environment and the decision making framework supported
3. Explain the basic concepts and principles underlying the financial statements; demonstrate an understanding of financial statements and their usefulness
4. Demonstrate good business ethics and social responsibility by example
5. Compare and contrast the legal and regulatory environment
6. Define small business, entrepreneurship and franchising
7. Explain the nature of management

REQUIRED MATERIALS

Electronic version with Connect package - paper version available at an additional fee through the link

1) Register in your section:

Sec 010_9:20-10:35: <https://connect.mheducation.com/class/e-cosnoski-section-10---920-1035>

Sec 011_10:45-12:00: <http://connect.mheducation.com/class/e-cosnoski-section-11---1045-1200>

Includes

- eTEXT: McGraw Hill Publisher
Essentials of Corporate Finance, 8th ed, Steve Ross, Randolph Westerfield, & Bradford Jordan
- Connect Access
- LearnSmart Access

Other assigned complimentary readings and/or articles may be posted on **CourseSite**.

2) Financial Calculator

- HP-10B -OR- T1 BA II Plus suggested

3) Video: Margin Call (2011)

4) MS Excel

COURSE WEB SITE

The course's web site can be accessed through <https://coursesite.lehigh.edu/>. You will be asked for your Lehigh username and password. After putting in this information, click on login. You will see a list of courses you are enrolled in (under My Courses). Click on BUS-127-010, 011-SP16-Info Anal Fin Decisi Making II.

COURSE COMPLETION REQUIREMENTS AND GRADING SCALE

Your grade will be determined based upon your performance in the following:

	Points	Aprox %
Examinations (Two- 100 pts ea)	200	33%
Quizzes (Average to 100pts)	100	17%
Group Work	100	17%
Participation	100	17%
Attendance/LS Quizzes	100	17%
Total Points	600	100%
Grading Scale	Points	%
A	558	93 - 100
A-	540	90 - 92
B+	522	87 - 89
B	504	84 - 86
B-	486	81 - 83
C+	468	78 - 80
C	450	75 - 77
C-	432	72 - 74
D+	414	69 - 71
D	396	66 - 68
D-	378	63 - 65
F	0	< 63

LETTER GRADE CONVERSIONS

Grades will be assigned using the Lehigh University point system, and pluses and minuses will be in effect on A-, B+, B-, C+, C-, D+ and D- grades (see above). Each assignment will receive a Points total (see above table) which will be converted into a numerical grade/percent for conversion to final letter grades.

Note: You must earn at least a C- (432 points) or you will have to repeat the course.

CLASS ATTENDANCE

In order to succeed in this course, students must attend class on a regular basis. Attendance records will be kept and will count toward your final grade. The first unexcused absence will not result in a **deduction points** from your attendance score. Each absence thereafter will result in a **deduction of 10 points** from your attendance score. Absences will only be excused if the proper documentation is provided by the Dean of Students Office (or Athletic Office if the absence is due to a varsity team commitment). Students not able to make a class period may make arrangements IN ADVANCE to attend the alternate section. Lack of preparation for a class will be treated as a partial absence for that class.

In addition to class, LearnSmart quizzes will also be included under this category. LearnSmart quizzes must be completed BEFORE the class deadline to be counted.

IN-CLASS PARTICIPATION

Students are expected to come to each class prepared to engage in an active discussion of course material. Individual classes will be conducted as lectures and interactive seminars and thus participation is essential to each student's success as well as the overall success of the class. **Participation will be evaluated for each class and will contribute toward your final grade.**

Classroom respect is critical for a positive learning environment. In addition to the Lehigh code of conduct, students will forfeit participation points for not adhering to the following:

1. **Cell phones** should be turned off when in class.
2. There are **NO LAPTOPS/TABLETS/CELL PHONES** permitted for use during class time. Class attention and discussion suffer tremendously when individuals are focused on their screens and not on each other and the class in general.
3. Sidebar conversations not relevant to class will not be tolerated.

ON LINE QUIZZES WITH CONNECT SOFTWARE

You will take online Quizzes throughout the semester. These quizzes will be made available to you for three full days after we cover a chapter. Note that the quiz must be completed in ONE sitting only. You will take the quiz for each of the chapters on your own, without any help from anyone else.

Once you have started a quiz, you will have a fixed time slot to complete it.

The purpose of these mandatory online post-lecture quizzes is to provide you with an opportunity and an incentive to re-read and review the chapter material, reinforcing what you have already read prior to our classes, and discussed in class.

The quizzes should also highlight for you the areas where you need to spend additional time or seek extra help. Invariably, students who re-read the chapter

before taking the quiz and attempt all the homework assignments diligently tend to do better in the overall course grade. Therefore it is to your advantage to re-read the chapter carefully before taking each quiz.

Please follow these instructions to view and complete your quiz assignments using Connect Software: <http://connect.mheducation.com/>. Once you arrive at the site, you may view tutorials on how to activate your purchase that is bundled with the text. These tutorials are found in the bottom left-hand corner, under "Need Help Registering?". When you are ready to proceed, click on the "Register Now" button, and follow the steps as directed by the site. If you get stuck or experience difficulties, you can review the tutorials or call 800-331-5094 for help. You can also contact Support at <http://mpss.mhhe.com/> if you have registration trouble.

EXAM SCHEDULE

Exams typically include a mix of problems, multiple choice questions, & short essays. If you inform me BEFOREHAND that you cannot avoid missing an exam, I will attempt to make alternative arrangements; otherwise missed exams will receive the lowest grade in the class - no make-ups.

Exam	Topics	Tentative Date
1	Finance Chapters 1, 3, 4	2/18
2	Finance Chapters 4-8	3/29

ACADEMIC POLICIES:

ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

If you have a disability for which you are or may be requesting accommodations, please contact both your instructor and the Office of Academic Support Services, Williams Hall, Suite 301 (610-758-4152) as early as possible in the semester. You must have documentation from the Academic Support Services office before accommodations can be granted.

STUDENTS REQUIRING RELIGIOUS ACCOMMODATION

If you need academic accommodation by virtue of your religion, please contact your Instructor by the end of the first week of classes to discuss your needs.

EQUITY AND COMMUNITY

Lehigh University endorses The Principles of Our Equitable Community [http://www.lehigh.edu/~inprv/initiatives/PrinciplesEquity_Sheet_v2_032212.pdf]. We expect each member of this class to acknowledge and practice these Principles. Respect for each other and for differing viewpoints is a vital component of the learning environment inside and outside the classroom.

ACADEMIC INTEGRITY

Faculty in the Introduction to Business course will not tolerate any violations of Lehigh's academic integrity policies. All violations of academic dishonesty will be reported to the Dean of Students' office for prosecution.

All students in the course are expected to abide by the following Statement on Academic Integrity issued by Lehigh University's Undergraduate Student Senate:

“We, the Lehigh University Student Senate, as the standing representative body of all undergraduates, reaffirm the duty and obligation of students to meet and uphold the highest principles and values of personal, moral and ethical conduct. As partners in our educational community, both students and faculty share the responsibility for promoting and helping to ensure an environment of academic integrity. As such, each student is expected to complete all academic course work in accordance to the standards set forth by the faculty and in compliance with the University's Code of Conduct.”

BUS 127 TENTATIVE CLASS SCHEDULE – Spring 2016 [Always check CourseSite for up-to-date schedule]**

1/26	Class 1	Course Intro
1/28	Class 2	Chapter 1
2/2	Class 3	Chapter 3
2/4	Class 4	Chapter 3
2/9	Class 5	Chapter 4
2/11	Class 6	Chapter 4
2/16	Class 7	Review
2/18	Class 8	Exam 1: Chapters 1, 3, & 4
2/23	Class 9	Chapter 5
2/25	Class 10	Chapter 5
3/1	Class 11	Chapter 6
3/3	Class 12	Chapter 6
3/8	Class 13	Chapter 7
3/10	Class 14	Chapter 8
3/15	Class 15	Spring Break -NO CLASSES
3/17	Class 16	Spring Break -NO CLASSES
3/22	Class 17	Chapter 8
3/24	Class 18	Review
3/29	Class 19	Exam 2: Chapters 4, 5, 6, 7, & 8
3/31	Class 20	Chapter 9
4/5	Class 21	Video: Margin Call
4/7	Class 22	Chapter 9
4/12	Class 23	Chapter 12
4/14	Class 24	Chapter 13
4/19	Class 25	Chapter 14
4/21	Class 26	Chapter 15

4/26	Class 27	Chapter 15
4/28	Class 28	Wrap-up
5/3	Class 29	Final Presentations
5/5	Class 30	Final Presentations

****topics on this syllabus are subject to change**