



Course Syllabus

Course Information

- **Course Number and Title:** **FIN2001.01 Introduction to Business Finance**
- **Credit Hours:** 3
- **Current Academic Term:** Spring 2022

Instructor Information

- **Instructor:** James Farley, Doctoral Candidate, MBA, MS
- **Office:** IST-2042 Adjunct Office
- **Office Hours:**
 - Tues. 9:00 AM – 10:00 AM or 1:00 PM – 2:00 PM
 - Thurs. 9:00 AM – 10:00 AM or 1:00 PM – 2:00 PM
 - By appointment – email for availability
- **E-mail:** jfarley@floridapoly.edu

Course Detail

- **Class Meeting Day, Time & Location:** T&R 11:00 AM – 12:15 PM at IST-1045
- **Course Website:** Canvas
- **Course Delivery Mode:** Face-to-face learning experience with class meetings twice a week.
- **Prerequisites:**
ACG 2020 - Accounting for Managers or ACG 2021 - Principles of Financial Accounting
- **Official Catalog Course Description:**
This course is an introduction to the principles of business finance. Emphasis is placed on understanding basic finance concepts. The major topics of study include the concept of money, the monetary system, capital markets, time value of money, savings & investment, interest rates, fiscal policies, short-term and long-term financing, and stocks and bonds.
- **Communication/Computation Skills Requirement (6A-10.030):** No

- **Required Texts:** Melicher, R & Norton, Edgar, “Introduction to Finance, Markets, Investments, and Financial Management”, 17th Edition, Wiley, ISBN: 978-1-119-56057-9.
- **Equipment and Materials:** : Canvas, Microsoft Teams, Florida Polytechnic Email, Proctorio, Computer with Webcam, Textbook, Case Studies, Power Points, Class Handouts, Guest Speakers
- **Course Objectives:** The objective of this course is for students to gain an introduction to and basic understanding of the complex world of business finance, including (a) financial institutions, markets and money; (b) business investments; and (c) business financial management. Students can gain an integrated perspective of the interrelationships among these three areas.

- **Course Learning Outcomes:**

Upon successfully completing this course, learners will be able to:

1. A fundamental knowledge about the financial environment of institutions, capital markets, monetary systems, government policy, and savings/investment process;
2. A working understanding of the principles and concepts of financial investment, including interest rates, time value of money, security instruments, and risk and return;
3. An ability to apply financial concepts and methods to various applications in business financial management, including working capital management, business financing, capital budgeting, capital structure, and cost of capital; and
4. An integrated perspective of the interrelationships among the financial environment, financial investment principles and concepts, and financial management applications.

- **Alignment with Program Outcomes:**

ABET Student Outcomes	Learning Outcome			
	1	2	3	4
(1) Identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics			X	
(2) Apply engineering design to produce solutions that meet specified needs with consideration of public health, safety, and welfare as well as global, cultural, social, environmental, and economic factors				
(3) Communicate effectively with a range of audiences	X			
(4) Recognize ethical and professional responsibilities in engineering situations and make informed judgments which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts				
(5) Function effectively on a team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives	X	X		
(6) Develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions				X
(7) Acquire and apply new knowledge as needed using appropriate learning strategies				

Data Science Program Student Outcomes	Learning Outcome			
	1	2	3	4
(1) Apply current data science concepts, techniques, and practices to solve complex problems.		X		
(2) Analyze a given data science problem and formulate a solution in terms of the datasets needed, the techniques required or the technologies to be utilized.			X	X
(3) Communicate effectively insights, analysis, conclusions, or solutions to a diverse audience.	X	X		

Business Analytics Program Student Outcomes	Learning Outcome			
	1	2	3	4
(1) Apply current business analytics concepts, techniques, and practices to solve business problems.		X		
(2) Analyze a given business problem using appropriate analytics techniques to generate insights and solutions.			X	X
(3) Communicate effectively insights, analysis, conclusions, and solutions to a diverse audience.	X	X		

- **Official Email Address:** Florida Polytechnic University email is the official method of communication for the University. Students are required to check their email frequently. The subject of your emails must start with “FIN2001” followed by the topic. Fail to provide the correct subject, will result in ignoring the email. Any email received from an address other than the one with *floridapoly.edu* domain will not be replied to.

Academic Support Resources

- **Library:** Students can access the Florida Polytechnic University Library through the University website and [Canvas](#), on and off campus. Students may direct questions to the Academic Success Center success@floridapoly.edu or by email, library@floridapoly.edu.
- **ASC:** The Academic Success Center, located in the IST and at ASC East, provides a range of services. Students may direct questions to success@floridapoly.edu.

Course Policies

- **Attendance:**
See also [University Policy](#), which reads Students in face-to-face courses are expected “to attend all of their scheduled University classes and to satisfy all academic objectives as defined by the instructor” (University Policy, FPU-5.0010AP). Exceptions to any attendance requirements may be made on a case-by-case basis.

I am a student; what should I do if I think I may have COVID-19?

Students who are showing symptoms or who have been exposed to COVID-19 are expected to stay in their residences (at home or in their dorm rooms) and immediately notify the FL Poly CARE manager at care@floridapoly.edu. The CARE Manager will work with each student to triage their individual situation and the CARE Manager will notify faculty of students who are not attending courses due to COVID-19 symptoms.

Remote access to class learning materials may be provided on case-by-case basis. Failure to attend class may impact grades and student's ability to complete participation assignments.

- **The DSBA department reserves the right to pursue automatic failure for students who violate the below conditions:**
 - Not physically attending within the first two weeks.
 - Not achieving greater than 50% attendance by the end of the semester.
- **Outside of Class Efforts:**

This is a hands-on intensive course. Students are expected to spend 3 to 4 hours weekly on assignment.
- **Grading Scale:**

Grade	Percentage	Grade Point Value
A	93-100	4.00
A-	92-90	3.67
B+	89-86	3.33
B	85-83	3.00
B-	82-80	2.67
C+	79-76	2.33
C	75-73	2.00
C-	72-70	1.67
D+	69-66	1.33
D	65-63	1.00
D-	62-60	0.67
F	59- 0	0.00

(See also [University Grading Policy](#)).

- **Assignment/Evaluation Methods:**

Homework/ Assignments	30%
Attendance	10%
Class Participation (Discussion Questions for each class)	10%
Exams (Three Exams total)	50%

- **Late Work/Make-up work:** Please contact the instructor regarding any late work/make-up work. Late work will have points deducted. The deducted points will be at the discretion of the instructor based on the situation surrounding the late work.
- **Exams:**

All exams are closed book and closed note. There will be no review section for exams and no study guides.

- **Make-up Exams:**

Students missing exams should inform the instructor within 72 hours of the exam time with an acceptable documented evidence of excuses to request makeup exams. The makeup exams are also common exams.

University Policies

Basic rules for in the classroom, IST, and Campus:

1. We highly recommend, until further notice, that you wear your face-covering during class and throughout the building at all times.
2. Absolutely **no eating or drinking** during class.

- **Academic Integrity:** All students must commit to the highest ethical standards in completion of all academic pursuits and endeavors, whether in classroom or online environments: [Academic Integrity](#)
- **Reasonable Accommodations:** Florida Polytechnic University is committed to assisting students with disabilities and offering reasonable accommodations to those with documented eligibility. The Office of Disability Services (ODS) coordinates accommodations for students with disabilities in accordance with the ADA Amendments Act of 2008 (ADAAA), the Americans with Disabilities Act of 1990 (ADA), and Section 504 of the Rehabilitation Act of 1973. Reasonable accommodations are determined on an individual basis through an interactive process between you, ODS, and your instructor(s). If you have already registered with ODS, please ensure that you have requested an accommodation letter for this course and communicate with your instructor about your approved accommodations at your earliest convenience. If you are not registered with ODS but believe you have a temporary health condition or permanent disability requiring an accommodation, please contact ODS as soon as possible.

The Office of Disability Services (ODS):

DisabilityServices@floridapoly.edu

(863)874-8770

ASC East building

[ODS website](#): www.floridapoly.edu > Student Affairs > Health Wellness > Disability Services

- **Accommodations for Religious Observances, Practices and Beliefs:** The University will reasonably accommodate the religious observances, practices, and beliefs of individuals in regard to admissions, class attendance, and the scheduling of examinations and work assignments. (See [Accommodations for Religious Observances, Practices and Beliefs](#))
- **Title IX:** Florida Polytechnic University is committed to ensuring a safe, productive learning environment on our campus that prohibits sex discrimination and sexual misconduct, including sexual harassment, sexual assault, dating violence, domestic violence and stalking. It is important for you to know that there are resources available if you or someone you know needs assistance. You may speak to your professor, but your professors have an obligation to report the incident to the Title IX Coordinator. It is an educational goal that you feel able to share information related to your life experiences in classroom discussions and in one-on-one meetings. However, it is requirement for university employees to share information with the Title IX Coordinator regarding disclosure. However, please know that your information will be kept private to the greatest extent possible. You will not be required to share your experience. If you want to speak to someone

who is permitted to keep your disclosure confidential, please seek assistance from the Florida Polytechnic University [Ombuds Office](#), BayCare's Student Assistance Program, 1-800-878-5470 and locally within the community at [Peace River Center](#), 863-413-2707 (24-hour hotline) or 863-413-2708 to schedule an appointment.

- **Student Record of Lectures:**

Students may, without prior notice, record video or audio of a class lecture for a class in which the student is enrolled for their own personal educational use.

Recordings may not be used as a substitute for class participation or class attendance. Recordings may not be published or shared in any way, either intentionally or accidentally, without the written consent of the faculty member. Failure to adhere to these requirements is a violation of state law (subject to civil penalty) and the student code of conduct (subject to disciplinary action).

*Recording class activities other than class lectures, including but not limited to lab sessions, student presentations (whether individually or part of a group), class discussion (except when incidental to and incorporated within a class lecture), and invited guest speakers **is prohibited**.*

Important Dates

Monday, **Jan. 17th**:

Monday, **Feb. 21st**:

Saturday **March 5th** – Sunday **March 13th**

Monday, **Apr. 18th**:

Martin Luther King Jr. Birthday

President's Day Holiday

Spring Break

Easter Holiday

Important Dates for FIN2001

Feb 8th - Career Day - No Classes

Spring Break - March 5-13 (No Classes)

"Reading Days" April 28-29 - No Classes

Tentative Course Schedule

- The anticipated schedule for the semester is below. The instructor reserves the right to alter the schedule as necessary during the semester.

Class Introduction and Chapter 1: The Financial Environment: **Jan 11**

- Overview of the six principles of finance
- Overview of the financial system

- Overview of financial markets – characteristics and types Start

Chapter 2: Money and the monetary system: **Jan 13**

- Process of moving savings into investments
- Overview of the monetary system
- Importance and functions of money
- Development of money in the US
- Money market securities
- Measures of the US money supply
- Money supply and economic activity

Chapter 3: Banks and Other Financial Institutions: **Jan 18 - 20**

- Types and roles of financial institutions
- Overview of the banking system
- Regulation of the banking system
- International banking and foreign systems

Chapter 4: Federal Reserve System

- Structure of the federal reserve system
- Monetary policy functions and instruments
- FED supervisory and regulatory functions
- FED service functions
- Central banks in other countries

Chapter 7: Savings and Investment Process: **Jan 25 - 27**

- Gross Domestic Product and capital formation
- Federal government receipts and expenditures
- Role and major sources of savings
- Factors affecting savings
- Capital market securities
- Mortgage markets Chapter 8

Chapter 8: Interest Rates

- Supply and demand for loanable funds
- Components of market interest rates
- Default risk-free securities

- Term or maturity structure of interest rates
- Inflation premiums and price movements
- Default risk premiums

Complete Chapter 8 and Start Chapter 9: Time Value of Money: **Feb 1 - 3**

- Basic time value concepts
- Compounding to determine future values
- Discounting to determine present values

Continue Chapter 9

- Finding interest rates and time requirements
- Future value of an annuity
- Present value of an annuity
- Interest rates and time requirements for annuities
- Determining periodic annuity payments
- More frequent time intervals and the cost of consumer credit

Preview Exam #1

Exam #1: Institutions, Markets & Money (7 Chapters 1, 2, 3, 4, 7, 8 & 9): Feb 10

Chapter 10: Bonds and Stocks: Characteristics and Valuations: **Feb 15 - 17**

- Long-term external financial sources for businesses
- Bonds
- Different types of bonds

Continue Chapter 10

- Corporate equity capital
- Dividends and stock repurchases
- Valuation Principles
- Valuation of bonds
- Valuation of stocks

Chapter 11: Securities and Markets : **Feb 22 - 24**

- Issuing securities: Primary securities markets
- Other ways to assist issuing firms
- Cost of going public
- Investment banking firms: other functions, innovations, regulations

Continue Chapter 11

- Trading securities: secondary securities markets
- Security transactions
- Over-The-Counter market
- What makes a good market?
- Security market indexes and trading foreign securities
- Inside information and other ethical issues

Chapter 12: Financial Return and Risk Concepts: **March 1 - 3**

- Historical return for a single financial asset
- Historical risk measures for a single financial asset Continue Chapter 12
- Where does risk come from?
- Expected measures of return and risk
- Historical returns and risk of different assets
- Efficient capital markets
- Portfolio Returns
- Variance and standard deviation of return on a portfolio
- Portfolio risk and the number of investments in the portfolio

Preview Exam #2: **March 15**

Exam #2: Investments (3 Chapters 10, 11 & 12): March 17

Chapter 15: Managing Working Capital: **March 22 - 24**

- Definition of working capital
- Operating and cash conversion cycles
- Investments in receivables, inventory, and payable financing
- Cash budgets
- Management of current assets
- Getting – and keeping – the cash
- Accounts receivable management
- Inventory management
- Technology and working capital management

Chapter 16: Short-term business financing: **March 29 - 31**

- Strategies for financing working capital
- Factors affecting short-term financing
- Providers of short-term financing
- Nonbank short-term financing sources
- Additional varieties of short-term financing
- Inventory financing and other secured loans
- The cost of short-term financing

Chapter 17: Capital budgeting analysis: **April 5 - April 7**

- Mission, vision, and capital budgeting
- Capital budgeting process
- Capital budgeting techniques-net present value (NPV)

Continue Chapter 17

- Capital budgeting techniques-internal rate of return (IRR)
- Capital budgeting techniques-modified internal rate of return (MIRR)
- Capital budgeting techniques-profitability index (PI)
- Capital budgeting techniques-payback period

Continue Chapter 17

- Conflicts between discounted cash flow techniques
- Estimating project cash flows
- Keeping managers honest
- Risk-related considerations

Chapter 18: Capital structure and cost of capital: **April 12 -14**

- Why choose a capital structure?
- Required rate of return and the cost of capital

Continue Chapter 18

- Cost of capital
- Weighted average cost of capital (WACC)
- Planning growth rates

Continue Chapter 18

- EBIT/EPS analysis
- Combined operating and financial leverage effects
- Insights from theory and practice

Preview Final Exam: (culminating activity during final exams week)

April 19 - 21

Final Exam: Financial Management (4 Chapters 15, 16, 17 & 18): TBD

Students are encouraged to read the rest of the topics in the textbook on their own.

See Rubric Below:

Sample Rubric for Homework and Lab Assignments

Finance assignments will be evaluated using rubrics similar to the one included below.

0%	25%	50%	75%	100%
Homework's were not provided. Missed test with no excuse.	Significant assignment requirement ignored or violated.	Output of calculations were not shown.	Very good analysis on objective questions but not actually perfectly correct.	Assignment and test questions are all answered perfectly.

- **Disclaimer:**

This syllabus is tentative and may be subject to change. Everything in the syllabus might change except for 1) Course Description; 2) Textbook; and 3) Grading Scale.