



## Dillard College of Business Administration

Syllabus: Business Finance

FINC 3733 Section 201

Spring Semester 2020

### Contact Information

Instructor: Dr. Qian Li, CFA, Associate Professor in Finance

Office: Dillard Building 205

Office Hours: Tuesday 1pm – 3pm; Wednesday 1pm -- 3pm; Thursday 9:45am –10:45 am; or by appointment

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### Course Materials

- Required Textbook: M: Finance with Connect Plus, 4th Edition, by Cornett, Adair and Nofsinger, published by McGraw-Hill Irwin.

Students also need to have access to [the textbook companion website](#). The access code can be purchased online from this website. The link to this website will also be provided on D2L. I recommend that you obtain the access code and register early. I will have reading and practice assignments uploaded on the website.

For grading purpose, please obtain your own code and register with your own name. Please use the first and last name consistent with your MWSU university record. If you use “A. Smith” or “snoopy123” as your username, you will not receive the assignment grades.

- Calculator: You will need to use a financial calculator. I recommend Texas Instruments (TI) BAII Plus or TI 83/84/89. Video demonstrations for using these financial calculators will be posted on D2L. If you use a different type of calculator such as HP 10a, it is YOUR responsibility to know how to use the financial functions built in your calculator to get results.
- Computer: Students are required to have access to a computer or mobile device capable of playing videos files, and opening and editing Microsoft Word, Excel and PowerPoint files as well as PDF files. No technical problem at a student’s end will be considered or excused for grading purposes.
- D2L Access: We will make extensive use of Desire2Learn (D2L) this semester. Make sure that you have access to this course on D2L. From D2L you will see many important materials such as the course syllabus, lecture notes and announcements.

If you have problem accessing D2L, please refer to the [help page](#) about your login information. For more helps on using this system, please contact the [Technical Support](#).

## Course Prerequisite(s)

Junior standing or above or consent of the chair, ACCT 2143, and ECON 2433.

It is the student's responsibility to make sure that you meet the prerequisite requirements. Failure to do that may result in withdrawal from the class, even at late point of this semester.

## Learning Goals

### I. General Learning Goals:

Problem solving and decision-making abilities through the critical analysis, evaluation, and interpretation of business information: Students will demonstrate problem solving and decision-making ability as they synthesize information from different angles to analyze topics such as firms' financial conditions and interest rate pattern, and make decisions on circumstances such as capital budgeting. Scores on quizzes and exams are based on the appropriateness of student's numerical analysis.

These general learning goals are among those established by the Dillard College of Business Administration. General learning goals represent the skills that graduates will carry with them into their careers. While assessing student performance in obtaining these general learning goals, the Dillard College is assessing its programs. The assessments assist us as we improve our curriculum and curriculum delivery.

### II. Course Specific Learning Goals:

Business Finance is a core part of all BBA degree programs and is required of all students who pursue a BBA degree in the Dillard College of Business Administration. This course covers the specialized terminology, techniques, and principles appropriate to the management of money within all types of organizations – especially publicly owned business corporations. Primary topics covered in business finance are:

1. Financial statement analysis
2. Time value of money
3. Basic bond and stock valuation,
4. Measuring and estimating risk and return, and
5. Introduction to cost of capital and capital budgeting

The teaching approach used in this course is designed to achieve the following objectives:

1. Improve students' knowledge of the highly specialized terminology in the field of finance.
2. Assist students in learning fundamental financial principles and practices which are generally appropriate to carrying out the finance function within an organization, with the objective of maximizing the organization's value.
3. Promote greater understanding, through the application of course material, to the solution of structured problems in finance.

## Grading and Evaluation:

1. Exams: There will be four online exams. The weight of each exam is listed in Table 1 below.

There will be no make-up for the exams. It is the student's responsibility to know when and where exams will be held. Only absences due to the following situations can be excused:

Active military/police/firefighter assignment, jury duty, university-authorized absences (for example, athlete events or study-abroad programs), and medical emergency for yourself or your immediate family member. Supporting documents are required. For more information about university authorized absences, please refer to Midwestern State University Undergraduate Catalog.

If you miss one exam, with an excusable reason, the weight of the missed exam will be transferred into the other three exams that you can take. This option can only be exercised once, meaning that if you miss two exams, you lose at least 20 points in your total grade. Any unexcused absence from an exam will result in a grade of zero.

Final exam is mandatory. Final exam waiver will only be considered (and not guaranteed) for students graduating with honor due to the university's early grade submission request. If you miss the final exam, please refer to above paragraphs about missing exam policies.

After I finish grading each exam, grades will be available on D2L, and I will bring your exam to class for your review. Due to privacy concerns, you cannot pick up exams for other students, including your friends. Also due to privacy concerns, I do not disclose or discuss grades via phone or email.

All tests are multiple-choice. Grades are determined by your answers on the scantron forms. You are responsible to bring your own calculator, formula sheet, and scantron form to every test. Your argument for grade change will NOT be accepted if the grade loss is caused by

- you forgetting to bring your formula sheet, calculator or scantron form with you
- you scrambling/wrinkling your scantron form
- you not erasing your wrong answer(s) properly
- you not recording your answer(s) on your scantron form
- you recording wrong answer(s) on your scantron form

2. Online Assignments: For selected chapters (such as Ch 2) we cover this semester, there are two types of assignments: a LearnSmart learning assignment and a practice assignment. Both are on the textbook companion website. I recommend you finish the reading assignment before we cover that chapter in class, and work on the practice assignment while we cover that chapter. If you have an over 80% completion rate for the LearnSmart assignment or an over 80% accuracy rate for the practice assignment, you earn one point. Both types of assignments allow multiple attempts, so you can try and submit your results as many times as you want for each assignment, and I will record the highest score you get. A more detailed explanation about these assignments will be posted on D2L.

For Ch 1, there will be only one LearnSmart reading assignment. Finishing the LS assignment with at least 80% completion rate will earn you one point per chapter.

The maximum point you can earn from the assignments is 10. Late submission will not be accepted and will be automatically graded as zero. If you miss these assignments, there will be no makeup assignments by the end of the semester.

3. In-class Assignments: Throughout the semester there will be 5 in-class pop-up assignments. The timing and content of the assignments are random and are at the discretion of the instructor. It is the student's responsibility to attend the classes when the assignments are conducted. Each assignment is worth 1 point. There will be no makeup for the assignments for any reason.

Table 1 and Table 2 below illustrate the grade components and the grading standard.

Table 1: Points allocated to each grading element

Elements	Points
Exam 1	20
Exam 2	20
Exam 3	20
Final Exam	25
On-line Assignments	10
In-class Assignments	5
Total Points	100

Table 2: Grading Standard

Grade	Points
A	90 or greater
B	80 to 89.99
C	70 to 79.99
D	60 to 69.99
F	Lower than 60

Arguing for your grades: If you believe there is a mistake in your grading, please feel free to talk to me for a double-check. However, you can only do so within 3 business days since the grade is available on D2L, and you must appear in person to do so.

### Midterm Progress Report

In order to help students to keep track of their progress toward course objectives, the instructor for this class will provide a Midterm Progress Report through WebWorld for at-risk students. Midterm grades will not be reported on the students' transcript; nor will they be calculated in the cumulative GPA. They simply give students an idea of where they stand at the midpoint of the semester. Students earning below a C at the midway point should schedule a meeting with the instructor and seek out tutoring options.

### Other Course Policies

1. This class follows MSU Undergraduate Catalog regarding to the [Instructor Drop policy](#):

An instructor may drop a student any time during the semester for excessive absences, for consistently failing to meet class assignments, for an indifferent attitude, or for disruptive conduct. The instructor must give the student a verbal or written warning prior to dropping the student from the class. An instructor's drop of a student takes precedence over the student-initiated course drop of a later date. The instructor will assign a grade of either WF or F through the first 9 weeks of a long semester, the first 6 weeks of a 10-week summer term, or the 12<sup>th</sup> class day of a 4- or 5- week summer term consisting of 20 days. After these periods the grade will be an F.

2. Silence your cell phone during classes. Please either turn your cellphone off or switch it to silent mode. Make sure your cell phone will NOT ring or vibrate during an exam. Each time your cellphone rings or vibrates during an exam, 5 points will be deducted from that exam.
3. No food or beverage is allowed in the classroom. This is a college policy.
4. Redistribution of any course material provided by the instructor, including the exam questions, in any form outside this class is strictly prohibited.

Violating above rules will either result in being dropped from this class or your final letter grade to be lowered depending on the severity of the violation.

### Academic Integrity

With regard to academic honesty, students are referred to the Student Honor Creed, including the following statements:

"We consider it dishonest to ask for, give, or receive help in examinations or quizzes, to use any unauthorized material in examinations, or to present, as one's own, work or ideas which are not on entirely one's own. We recognize that any instructor has the right to expect that all student work is honest, original work. We accept and acknowledge that responsibilities for lying, cheating, stealing, plagiarism, and other forms of academic dishonesty fundamentally rests with each individual student"

Academic dishonesty and plagiarism will be taken seriously and will be investigated. The minimum penalty is an "F" in this course and referral to the Dean of Students for disciplinary action, which may result in expulsion from the University.

### Americans with Disabilities Act

If a student has an established disability as defined in the Americans with Disabilities Act and would like to request accommodation, that student should see me as soon as possible (preferably within the first two weeks of the semester). This class follows the guidelines suggested by [Office of Disabilities Support Services](#) for students who qualify for disability services. Please see [Midwestern State University Undergraduate Catalog](#) for details.

### Campus Carry statement

Senate Bill 11 passed by the 84th Texas Legislature allows licensed handgun holders to carry concealed handguns on campus, effective August 1, 2016. Areas excluded from concealed carry are appropriately marked, in accordance with state law. For more information regarding campus carry, please refer to the [University's campus carry policy webpage](#).

### Professionalism

The faculty, staff, and students of the Dillard College of Business Administration are committed to being a "professional" in our words, conduct, and actions. The qualities of a professional include:

- A commitment to the development of specialized knowledge
- Competency in analytical, oral and written communication skills
- Self-discipline
- Reliability

- Honesty and integrity
- Trustworthiness
- Timeliness
- Accountability for words and actions
- Respect for others and other cultures
- Politeness and good manners
- A professional image (professionals look professional)
- An awareness of their environment and adaptability to different settings
- Confidence without arrogance
- A commitment to giving back to your community

### Syllabus Change Policy

This syllabus and the attached course schedule serve as a guide for the course—not a “contract”—and are subject to change. Syllabus changes will be communicated via D2L and/or in class.

## Course Schedule

Table 3: Suggested Course Schedule

Week	Tuesday	Topic	Reading	Thursday	Topic	Reading
1	21-Jan-20	Introduction and class policy	Syllabus	23-Jan-20	Introduction to Financial Management	Ch 1
2	28-Jan-20	Reviewing Financial Statements	Ch 2	30-Jan-20	Reviewing Financial Statements	Ch 2
3	4-Feb-20	Analyzing Financial Statements	Ch 3	6-Feb-20	Analyzing Financial Statements	Ch 3
4	11-Feb-20	Exam 1 Review	Ch 1, 2, 3	13-Feb-20	Exam 1	Ch 1, 2, 3
5	18-Feb-20	Time Value of Money: Part 1	Ch 4, 5	20-Feb-20	Time Value of Money: Part 1 & 2	Ch 4, 5
6	25-Feb-20	Time Value of Money: Part 2	Ch 5	27-Feb-20	Time Value of Money: Part 2	Ch 5
7	3-Mar-20	Time Value of Money: Part 2	Ch 5	5-Mar-20	Exam 2	Ch 4, 5
8	10-Mar-20	Bond Valuation	Ch 7	12-Mar-20	Bond Valuation	Ch 7
9	17-Mar-20	Spring Break	No Class	19-Mar-20	Spring Break	No Class
10	24-Mar-20	Stock Valuation	Ch 8	26-Mar-20	Stock Valuation	Ch 8
11	31-Mar-20	Stock Valuation	Ch 8	2-Apr-20	Exam 3	Ch 7, 8
12	7-Apr-20	Characterizing Risk and Return	Ch 9	9-Apr-20	Easter Holiday	No Class
13	14-Apr-20	Characterizing Risk and Return	Ch 9	16-Apr-20	Estimating Risk and Return	Ch 10
14	21-Apr-20	Estimating Risk and Return	Ch 10	23-Apr-20	Cost of Capital	Ch 11
15	28-Apr-20	Cost of Capital	Ch 11	30-Apr-20	Capital Budgeting Criteria	Ch 13
16	5-May-20	Capital Budgeting Criteria	Ch 13	7-May-20	Final Review	Ch 9, 10, 11, 13

Final Exam: 1:00PM to 3:00PM, Tuesday, May 12, 2020