



## Dillard College of Business Administration

### Syllabus: Financial Administration

FINC 5713, Section 280

5:30 PM to 6:50 PM Hybrid Class

Spring 2019

#### Contact Information:

Instructor: Dr. Qian Li, CFA, Associate Professor in Finance  
Office: Dillard Building 205  
Office hours: Tuesday: 1:00 PM to 5:00 PM; Wednesday: 1:00 PM to 6:00 PM; Thursday:  
1:00 PM to 2:00 PM  
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#### Course Materials

##### 1. Required Textbook:

- a. Corporate Finance: A Focused Approach, 6<sup>th</sup> Edition, by Michael Ehrhardt and Eugene Brigham, Cengage Learning, ISBN: 1133947530
- b. Customized [Harvard Business School \(HBS\) Coursepack](#). The link to purchase the coursepack is also provided on D2L.

2. D2L Access: Due to the online nature of this course, we will make extensive use of D2L. Make sure that you have access to this course on D2L. Course syllabus, lecture notes and other course materials will be uploaded on D2L. Important class announcement will be posted on D2L as well. If you have problem accessing D2L, please refer to the [help page](#) about your login information. For more helps on using this system, please refer to the [FAQ page](#), or [Link to contact MSU Office of Distant Education Pamela Morgan Via Email: pamelamorgan@msutexas.edu](#).

#### Course Prerequisite(s)

BUAD 3033, FINC 3733 or BUAD 5006, and consent of the Graduate Coordinator.

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

##### A. DCOBA Graduate Program General Learning Goals

GLG1: Our students will exhibit the characteristics of leadership.

Objective: Our graduates will have the capacity to lead effectively.

In this class students will form teams to work on case analysis projects. Project grades will reflect students' leadership and participation in the team projects.

GLG3: Our students will produce creative responses to business situations.

Objective: Our graduates will demonstrate the capability to critically analyze business situations and develop creative solutions to opportunities and problems.

In this class students will be required to analyze numerous cases. The analysis will include identifying the problem(s), suggesting possible alternatives to solve the problems, recommending the best alternative, and presenting an implementation plan. Grades will reflect the quality of the analysis.

GLG5: Our students will communicate at a professional level.

Objective: Our graduates will be able to communicate in a professional business manner.

In this class students are required to write case analysis reports. Grades will be affected by the effectiveness of the writing communications.

B. Course Specific Learning Goals: After completing this course, students should be able to:

1. understand key financial concepts such as:

- Time Value of Money
- Financial analysis and forecasting
- Cost of capital analysis
- Corporate valuation analysis
- Capital budgeting analysis

2. integrate these concepts from the prospective of value creation;

3. apply these concepts to the analysis of intermediate level finance cases;

4. contribute to team projects based on logical and appropriately focused analysis and make reasonable conclusions and recommendations based on assigned cases; and

5. submit well written, grammatically correct and well-organized case report

## Grading and Evaluation

Grades are determined by the following components:

a. Exams:

There will be two equally weighted exams. Each exam is weighted 20% into the overall grade. Format and content of the exam will be announced on D2L prior to the exam.

- Both exams are mandatory. Please refer to the tentative course schedule at the end of this syllabus for scheduled exam dates. There will be no make-up for the exams. It is the student's responsibility to know when and how the exams will be held. If you miss one exam, with a valid reason, the weight of the missed exam can be transferred into the other exam you can take. This option can only be exercised once, meaning that if you miss more than one exam, you lose at least 20%.

Situations that can be excused include: active military/police/firefighter assignment, jury duty, university functions (for example, athlete events or student conferences), and medical emergency for yourself or your immediate family members. Supporting documents are required. Missing any exam without a valid excuse will automatically result in a grade of zero for that specific exam.

- Students are not allowed to capture/record the exam questions by any means while taking an exam. Collaboration among students while taking an exam is considered cheating and is prohibited. Please refer to the Academic Integrity section of this syllabus regarding to the consequences.

**b. Case Analysis Reports:**

Students will form groups to work on several case analysis reports. Each group should have no fewer than 3 students, and no more than 4 students. Each group needs to submit one copy of their written report, including supporting Excel Spreadsheet file(s), to the D2L Dropbox for each case assignment by the deadline. Deadline for each case will be provided on D2L. Submission after the specified deadline will NOT be accepted and will automatically result a grade of zero for everyone in the group.

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

**Table 1: Grade Components**

<b>Element</b>	<b>Points</b>
Exam 1	20
Exam 2	20
Case Analysis Reports	60
Total Points	100

**Table 2: Grading Standard**

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

To maintain the fairness to the entire class, the same grading criteria will be applied to all students. Grades are not negotiable. There will be no bonus/additional assignment/project designed for/given to any individual student.

**Additional Course Policies**

1. Students registered in this course are required to have the access to a computer capable of playing videos files, opening and editing Microsoft Word, Excel and PowerPoint, and opening PDF files. A reliable broadband internet connection is also necessary. No technical or internet connection problem at a student's end will be considered or excused for grading purposes.
2. Students have the responsibility to check this course on D2L regularly for new announcements and course materials. Failure to do so may result in missing important instructions and updates and consequently lower test grades.
3. Due to the hybrid nature of this class, email is the preferred way to communicate with the professor. If you prefer a face-to-face conversation, you can visit me during my office hours or email me to set up an appointment to meet in my office. To protect student privacy, I will not discuss grade on email unless you use an MSU Texas student email address.
4. Redistribution of any course material provided by the instructor in any form outside this class is strictly prohibited.
5. This class follows Midwestern State University Graduate 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 12th class day of a 4 or 5 week summer term consisting of 20 days. After these periods the grade will be an F. The date the instructor drop form is received in the Office of the Registrar is the official drop date.

## **Academic Integrity**

With regards to academic honesty, students are referred to the University's Student Honor Creed, including the following statement:

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 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 responsibility for lying, cheating, stealing, plagiarism, and other forms of academic dishonesty fundamentally rests with each individual student.

This course follows Midwestern State University Graduate Catalog regarding to the Academic Dishonesty policy:

A grade of F given for academic dishonesty will be computed in the grade point average even if permission is granted for the course to be repeated. Additional college and program policies regarding academic dishonesty will apply.

## **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). Refer to my office hours and phone number shown on page 1. This class follows the guidelines suggested by [Office of Disabilities Support Services](#) for students who qualify for disability services. Please see Midwestern State University Graduate 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 is a guide for the course—not a “contract”—and is subject to change. Syllabus changes will be communicated via D2L and/or in class.

## Course Schedule

Table 3: Tentative Course Schedule

The below table lists the class dates, major topics for each class meeting, as well as the exam dates:

Week	Date	Meeting	Topic
1	15-Jan-19	Yes	Syllabus and Class Policy Discussion
2	22-Jan-19	No	Lecture 1: Intro for Corporate Financial Management
3	29-Jan-19	Yes	Lecture 2: Financial Statement Analysis
4	5-Feb-19	No	Lecture 3: Financial Planning and Forecasting
5	12-Feb-19	Yes	Lab Session: Getting Financial Data
6	19-Feb-19	Yes	Case Report 1: AT&T vs. Verizon
7	26-Feb-19	No	Lecture 4: Time Value of Money
8	5-Mar-19	Yes	Exam 1
9	12-Mar-19	Yes	Lecture 5: Basic Bond and Stock Valuation
10	19-Mar-19	No	Spring Break
11	26-Mar-19	Yes	Lecture 6: Cost of Capital
12	2-Apr-19	No	Lecture 7: Corporate Valuation
13	9-Apr-19	No	Case Report 2: Buffet's Bid
14	16-Apr-19	Yes	Capital Budgeting: Evaluating Cash Flows
15	23-Apr-19	Yes	Capital Budgeting: Cash Flow Estimation
16	30-Apr-19	No	Case Report 3: American Solar, Inc.
17	7-May-19	Yes	Final Exam (8PM--10PM)