



## Dillard College of Business Administration

Syllabus: Financial Administration FINC 5713

Spring 2022; Hybrid Class

Wednesdays 5:30 PM to 6:50 PM; DB 131

### Instructor Contact Information

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

Office: Dillard Building 205

Office Hours: Tuesday 12:30 PM – 1:30 PM, 5 PM – 7 PM;

Wednesday 2 PM – 3 PM; Thursday 9:50 AM – 10:50 AM; or by appointment

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### Course Materials

- Required Textbook:  
Corporate Finance: A Focused Approach, 7<sup>th</sup> Edition, by Michael Ehrhardt and Eugene Brigham, Cengage Learning, ISBN: 978-1337909747
- D2L Access  
Due to the hybrid nature of this course, 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 course syllabus, lecture notes and videos, and class announcements. If you have problem accessing D2L, please refer to the [help page](#) about your login information.
- Computer, Software, and Internet  
Due to the hybrid nature of this class, students are required to have access to a computer capable of playing videos files, opening PDF files, and using Microsoft Office Suite. MSU students can have free access to Microsoft Office Suite, including Word, Excel, PowerPoint and Access, through the [Microsoft website](#). If you run into any problem with the Office Suite, please contact [MSU IT Department](#) for help

A reliable broadband internet connection is required for downloading and viewing course materials and taking online exams. No technical problem at a student's end will be considered or excused for grading purposes.

- Online Exam requirements  
This course requires the use of Respondus LockDown Browser for online exams. A webcam is also required. The computer needs to meet the system requirements for installing Respondus Lockdown Browser. Please be advised that Chromebooks Laptop, smart phones, or tablet may not meet the requirements for the Respondus browser and webcam monitoring. Watch [this video](#) to get a basic understanding of the LockDown Browser. Download instructions and guidelines are available on D2L.

## **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

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 course 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.

GLG4: Our students will integrate knowledge across business disciplines.

Objective: Our graduates will demonstrate the capability to integrate knowledge across business disciplines.

In this course, in order to conduct reasonable valuation analysis, students will integrate their knowledge across business disciplines such as Accounting, Economics, and Management to assess firm performance and project firm growth. Grades will reflect their knowledge and skills in the analysis.

### 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
  - Corporate valuation analysis
  - Capital budgeting and project valuation analysis
2. integrate these concepts from the prospective of value creation.
3. apply these concepts to valuation analysis.

## **Grading and Evaluation:**

Grades are determined by the following components:

### a. Exams:

There will be three exams. Please refer to Table 1 for the weight of each exam. More details such as the coverage of each exam will be announced in class or on D2L.

All exams are mandatory. Please refer to the tentative course schedule at the end of this syllabus for exam dates and format (online or in-class) for each exam. 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 would 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 and supporting document 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. Excel Assignments:**

There will be two excel assignments. The assignments and instructions will be available on D2L. Each completed assignment should be saved as .XLSX files (Excel Worksheet) and submitted to the Dropbox in D2L before its deadline. Only submissions in the D2L Dropbox will be graded. Please do NOT email your excel assignments to the instructor. Late submission, email submission, or submission in any other file type may automatically result in a grade of zero.

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

Table 1: Grade Components

Element	Points
Exam 1	20
Exam 2	25
Exam 3 (Final Exam)	25
Excel Assignments	15 * 2 = 30
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

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 or project designed for or given to any individual student.

**Additional Course Policies**

1. Students have the responsibility to check in 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 or assignment grades.
2. Redistribution of any course material provided by the instructor in any form outside this class is strictly prohibited.
3. This class follows [Midwestern State University Graduate Catalog](#) regarding to the Instructor Drop:

*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 4 1/2 weeks of an 8 week part-of-term, 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 on D2L.

### Course Schedule

Table 3: Tentative Course Schedule

Week	Date	In-class Meeting	Topic
1	12-Jan-22	Yes	Syllabus and Class Policy Discussion
2	19-Jan-22	No	Lecture 1: Intro for Corporate Financial Management
3	26-Jan-22	No	Lecture 2: Review of Financial Statements
4	2-Feb-22	Yes	Lecture 3: Financial Statement Analysis
5	9-Feb-22	Yes	Exam 1 Review
6	16-Feb-22	No	Exam 1 (online)
7	23-Feb-22	No	Lecture 4: Time Value of Money
8	2-Mar-22	No	Lecture 5: Bond valuation and Interest Rates
9	9-Mar-22	Yes	Lecture 6: Cost of Capital
10	16-Mar-22	No	Spring Break
11	23-Mar-22	Yes	Lecture 7: Corporate Valuation and Stock Valuation
12	30-Mar-22	Yes	Exam 2 and Excel Assignment #1 Review
13	6-Apr-22	No	Exam 2 (online)
14	13-Apr-22	No	Lecture 8: Capital Budgeting- Evaluating Cash Flows
15	20-Apr-22	Yes	Lecture 9: Capital Budgeting-Cash Flow Estimation
16	27-Apr-22	Yes	Exam 3 and Excel Assignment #2 Review
17	4-May-22	Yes	Final Exam (in class, 8PM--10PM)