

# Course Instructions – FINC 3511

(Note: A tentative schedule is provided in the syllabus.)

All online lectures, concept review exercises, sample problems, and whiteboard problem solutions are available on the course webpage (<http://www.westga.edu/~rbest/finc3511/index3511.html>) and in CourseDen.

**All quizzes are in CourseDen.**

**The two exams must be taken in class or via approved proctoring.**

The general procedure for the class is to attend lecture presentations (for face-to-face class) or view online lectures (for web-based class) and read along in the lecture supplement and/or textbook, complete concept review exercises, work sample problems for each chapter (written and whiteboard solutions are available), and then take related quizzes and exams. Follow the schedule listed in the syllabus. The activities outlined in this document are arranged in Learning Modules in CourseDen. Begin by choosing the Learning Modules folder.

All quizzes may be taken up to four times with only the highest grade retained. There is no limit on the number of times you may take the sample exams. The Midterm Exam and the Final Exam must be taken in class or via approved proctoring.

## **Introduction**

Print the syllabus from course webpage or Course Materials Link in CourseDen

Watch Introduction Presentation

Complete Introduction – Concept Review exercise

Complete Self-Test – Introduction (You must score 100 on Self-Test to view other materials.)

## **Module 1 – Chapters 1, 3, 2 and 6**

Watch presentations for Chapters 1 and Chapters 2 & 6

Complete Chapter 1 – Concept Review exercises

Complete Chapters 2 & 6 – Concept Review exercises

Watch presentation for Chapter 3

Complete Chapter 3 – Concept Review exercise

Solve sample problems for Chapter 3 (there are no problems for Chapter 1 or Chapters 2&6)

Take Quiz 1

## **Module 2 – Chapters 4 and 16**

Watch presentation for Chapter 4

Complete Chapter 4 – Concept Review exercise

Take Quiz 2 (covers only concepts from Chapter 4 – no problems)

Watch presentation for Chapter 4 Problems

Solve sample problems for Chapter 4

Watch presentation for Chapter 16  
Solve sample problems for Chapter 16  
Take Quiz 3 (problems from Chapters 4 and 16) (Begin work on Project Part 1)

### **Module 3 – Chapter 8**

Watch presentation for Chapter 8  
Complete Chapter 8 – Concept Review exercise  
Solve sample problems for Chapter 8  
Take Quiz 4

### **Module 4 – Chapter 2**

Watch presentation for Chapter 5  
Complete Chapter 5 – Concept Review exercise  
Solve sample problems 1 through 8 for Chapter 5  
Take Quiz 5  
Solve sample problems 9 through 27  
Take Quiz 6

### **Midterm Exam – Chapters 1, 2, 3, 4, 5, 6, 8, and 16**

Review for Midterm Exam

Take Sample Midterm Exam (take as many times as you wish; can help grade – see syllabus)

- You should at least open the sample exam and review it before taking the actual exam (you are not required to attain a specific grade on the sample exam)

Take Midterm Exam (*taken in class or via approved proctoring*)

### **Midterm Exam Information**

Both Midterm Exam and Sample Midterm Exam have 30 questions. 10 are concept questions and 20 are problems. The 10 concept questions are worth 4 points each, and the 20 problems are worth 3 points each. The distribution of coverage is basically the same for Midterm Exam and Sample Midterm Exam. You may take Sample Midterm Exam as many times as you wish, but you may only take Midterm Exam once. The concept questions for both exams come from the same database. The problems for both exams are the same types. If you score well on the sample exam, you should score well on the actual exam.

### **Module 5 – Chapters 7 and 9**

Watch presentation for Chapter 7  
Complete Chapter 7 – Concept Review exercise  
Solve sample problems for Chapter 7  
Take Quiz 7 (Begin work on Project Part 2)  
Watch presentation for Chapter 9  
Complete Chapter 9 – Concept Review exercise  
Solve sample problems for Chapter 9  
Take Quiz 8

### **Module 6 – Chapter 10**

Watch presentations for Chapter 10  
Complete Chapter 10 – Concept Review exercise  
Solve sample problems 1 through 4 for Chapter 10  
Take Quiz 9 (includes concepts and component cost of capital problems)  
Solve sample problems 5 through 10 for Chapter 10  
Take Quiz 10 (includes concepts and weighted average cost of capital problems)

### **Module 7 – Chapter 11**

Watch presentation for Chapter 11  
Complete Chapter 11 – Concept Review exercise  
Solve sample problems for Chapter 11  
Take Quiz 11

### **Module 8 – Chapters 12, 13, and 14**

HINT: Take Quiz 12 *before* completing the following activities  
Watch presentation for Chapter 12  
Complete Chapter 12 – Concept Review exercise  
Solve sample problems for Chapter 12  
Take Self-Test – Chapter 12 (may take as many times as you wish)  
Watch presentation for Chapters 13 & 14 (note: there are no problems for Chapters 13 & 14)  
Complete Chapters 13 & 14 – Concept Review exercise  
Take Self-Test – Chapters 13 & 14 (may take as many times as you wish)

### **Exam 2 – Chapters 7, 9, 10, 11, 12, 13, and 14**

Review for Final Exam  
Take Sample Final Exam (take as many times as you wish; can help grade – see syllabus)  
- You should at least review the sample exam before taking the actual exam (you are not required to attain a specific grade on the sample exam)  
Take Final Exam (*must be taken in class or via approved proctoring*)

**FINAL EXAM – Comprehensive: covers all chapters from the course.**

#### **Final Exam Information**

Both the Final Exam and the Sample Final Exam have 30 questions. 10 are concept questions and 20 are problems. The 10 concept questions are worth 4 points each, and the 20 problems are worth 3 points each. The distribution of coverage is basically the same for the Final Exam and the Sample Final Exam. You may take the Sample Final Exam as many times as you wish, but you may only take the Final Exam once. The concept questions for both exams come from the same database. The problems for both exams are the same types. If you score well on the sample exam, you should score well on the actual exam.