

IV. Text and References

- A. Brigham, Eugene F. and Houston, Joel F., Fundamentals of Financial Management: Concise Sixth Edition, Thomson South-Western, 2009, (Optional Reference).
- B. FINC 3511 Lecture Supplement, Ron Best (UWG Bookstore), REQUIRED.

V. Special or Unique Student Material:

Financial calculator that computes net present value (NPV) and internal rate of return (IRR). (e.g., Hewlett Packard 10B; Texas Instruments BA II+; Texas Instruments TI-83)

VI. Special or Unique University Facilities:

Access to Internet connected computer and library reference resources for term project.

VII. Expanded Description of the Course and Instructional Method:

- A. Expanded Description of the Course: The course provides a framework of financial management at the introductory level. It is taught from the viewpoint of a corporate financial manager trying to maximize stockholder wealth. Topics include financial statement analysis, markets and institutions, risk and rates of return, time value of money, bond and stock valuation, cost of capital, capital budgeting, capital structure and leverage, dividend policy, and international finance. Upon successful completion of this course, you should understand: the structure of financial markets; how financial statements are used to analyze a company's financial strength; the relationship of risk and return; how financial risk is measured; how to calculate and interpret present and future values; basic bond and stock valuation; how to calculate a firm's cost of capital; how corporations select projects; the determinants of capital structure choice; and, factors that affect dividend policy.
- B. Instructional Methods:
 - a. Lecture and Problem Solving: Topics in financial management are discussed in online lectures presented by the instructor. Students are expected to complete analytical problems in conjunction with lecture and solution presentations.
 - b. Internet Materials: Various materials are available on the instructor's home page and the CourseDen course site.
 - c. Outside Assignments: Students are required to complete a basic financial analysis of an individual corporation and a consumer financial decision project. The projects are intended to introduce students to various sources of financial data. A substantial portion of the data must be collected using the Internet. CourseDen housed quizzes and exams must be completed.

VIII. Methods of Evaluating the Outcomes:

- A. Evaluation tools: Grading weights are shown below. Quizzes are online. Your overall quiz score is calculated as the sum of your ten highest quiz grades (there are twelve quizzes: the two lowest scores are dropped). The two exams are in-class exams. The Midterm Exam covers material from the beginning of the course until the exam date. The Final Exam is comprehensive covering all material from the beginning until the end of the course.

GRADING WEIGHTS*		GRADING SCALE	
Quizzes (10 highest)	15%*	Letter Grade	Final Grade
Project Part 1	5%	A	90
Project Part 2	5%	B	80
Midterm Exam	35%**	C	70
Final Exam	40%**	D	60
		F	Below 60

***Each online quiz may be taken up to four times. The highest score is retained for grading purposes. The quizzes change each time they are opened. Quiz questions are randomly selected from the associated database.**

****There are corresponding sample exams in CourseDen for all exams. Sample exams are provided as study aides. Sample exams can help increase your exam score, but cannot lower your scores. If your highest sample exam score is lower than your actual exam score, you keep your actual exam score. If your highest score on the sample exam is greater than your actual exam score, your exam score will be calculated as: Exam Score = (1/4)(Sample Exam Score) + (3/4)(Actual Exam Score).**

Work submitted for credit in other courses will not be accepted for credit in this course. There is no extra credit in this course beyond that explicitly stated in the course syllabus or announced in class by the instructor. I reserve the right to "curve" grades.

- B. Administrative Policies
- Information regarding course grades will not be given over the telephone. Grades will be posted in CourseDen.
 - Requests for quiz and exam score adjustments must be made in writing (email is fine) within ONE WEEK of grade assignment.
 - Attendance Policy:**
 - Class Meetings:** The class may be completed entirely online. There will be an optional orientation meeting on the first day of classes. Online lectures are also available on the course website (or CourseDen). Audio-enhanced solutions are available on the course webpage (or CourseDen) for all sample problems found in the course lecture supplement.

- ii. **Scheduled Exams:** If you do not attempt an assignment within its allotted time, you will receive a grade of zero on the assignment. Please do not wait until the last minute to complete the assignments. Makeup quizzes and projects are not permitted. If you miss an exam, you must notify of the reason 48 hours of the closing date and time. Makeup exams are not guaranteed and are available only if your reason for missing the exam is deemed reasonable by the instructor.
 - iii. **General:** You are responsible for knowledge of any administrative announcements (test information, schedule changes, etc.) that are posted in CourseDen or sent to your official UWG email address.
 - d. Code of Conduct: Honesty and integrity are necessary to the academic and professional functions of business. Dishonesty undermines the foundation of the academic environment. Improper academic conduct shall be interpreted to mean the obtaining and using of information during an examination by means other than those permitted by the instructor, including supplying such information to other students. All forms of academic dishonesty, including cheating, plagiarism, and falsification of academic records are subject to disciplinary action.
- C. Learning Domains:
- a. Cognitive: Knowledge, Comprehension, Analysis, Synthesis, Evaluation.
 - b. Affective: Receiving, Responding, Valuing, Organization, Characterization.

IX. TENTATIVE SCHEDULE: Available in CourseDen.

Note: If FINC 3511 is not a prerequisite for a later summer course you are taking, you may take until July 26 to finish the course. Absolute deadlines associated with various exams/projects are shown below. Suggested schedules for completing the course during Session III are available in CourseDen under “Course Materials.”

Deadlines:

June 13	Last day to withdraw with a grade of W.
June 28	Quizzes 1 through 6, Project Part 1, and Midterm Exam
July 12	Quizzes 7 through 9 AND Project Part 2
July 26	Quizzes 10 through 12 and Final Exam

NOTES:

- All quizzes open when the class begins. Quizzes close at 11:59 pm on the dates shown below.
- Do not attempt quizzes during the period from 10:00 pm on Fridays until 7:00 am on Saturdays due to CourseDen maintenance during this period.

NOTE 1: This course covers the following AACSB perspectives: influence of legal and regulatory issues; ethical issues; written and oral communication; and social issues

NOTE 2: This course covers the following teaching objectives: developing oral communication skills; developing analytical/critical thinking; and encouraging social responsibility.

Contacting Me This Summer:

I will be “on the road” much of this summer. The best method of contact is email for “regular” questions/concerns (rbest@westga.edu). I will try to check email as often as possible, but at times there may be a 24-48 hour time lag before I can respond. **If you have a problem that needs immediate attention, call or text me at my cell number: 678-378-8573.** Try also my office number: 678-839-4812, and my home number: 770-838-9165 (leave a message if I am not available to take your call). Unless it is an emergency, please do not call before 8:00 am or after 9:30 pm.