Professor: Ron Best  
Phone: (678) 839-4812  
Office: Adamson 206  
Office Hrs: M & W: 8:00-10:00 am; 11:00-11:30 pm; T: 8:00-11:30 am; 12:30-2:00 pm.  
(You are welcome to “drop-in” whenever I am in my office.)

The policy of the University of West Georgia is that each student is responsible for checking his/her my.westga.edu e-mail account on a regular basis.

I. Catalog Description

Financial functions in the modern corporation with emphasis on its managerial aspects.

II. Required Background or Experience

A. Prerequisite: ACCT 2101

B. Prerequisite Justification: Knowledge of basic accounting techniques, financial statements, and basic legal concepts is essential for the usage of accounting information to serve the needs of finance.

C. General Education (Core) Contribution: The course uses the writing skills developed in English courses, oral skills developed in speech courses, mathematical methods and critical thinking acquired in mathematics courses.

III. Expected Outcomes: (http://www.westga.edu/accfin/index_16277.php)

A. Communicate effectively in writing - LG1 (Learning Goal 1).

B. Apply basic quantitative skills to business problems – LG2.

C. Use computer resources to research and analyze business problems – LG3.

D. Develop the ability to read financial statements and use financial information, apply time value of money concepts and formulas, appropriately apply capital budgeting techniques, value securities, and make informed financial decisions – LG4, 6, 7.

E. Have an understanding of legal and ethical considerations that affect financial decision-making in corporations – LG5.
IV. Text and References


B. FINC 3511 Lecture Supplement, Ron Best (UWG Bookstore), REQUIRED.

V. Special or Unique Student Material:

Financial calculator with net present value (NPV) and internal rate of return (IRR). (e.g., Hewlett Packard 10B; Texas Instruments BA II+; Texas Instruments TI-83 or 84)

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 homepage 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.

<table>
<thead>
<tr>
<th></th>
<th>GRADING WEIGHTS*</th>
<th>GRADING SCALE</th>
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</thead>
<tbody>
<tr>
<td>Quizzes (10 highest)</td>
<td>15%*</td>
<td>Letter Grade</td>
</tr>
<tr>
<td>Project Part 1</td>
<td>5%</td>
<td>A</td>
</tr>
<tr>
<td>Project Part 2</td>
<td>5%</td>
<td>B</td>
</tr>
<tr>
<td>Midterm Exam</td>
<td>30%**</td>
<td>C</td>
</tr>
<tr>
<td>Final Exam</td>
<td>45%**</td>
<td>D</td>
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*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:

\[
\text{Exam Score} = (1/4)(\text{Sample Exam Score}) + (3/4)(\text{Actual Exam Score}).
\]

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
a. Information regarding course grades will not be given over the telephone. Grades will be posted in CourseDen.

b. Requests for quiz and exam score adjustments must be made in writing (email is fine) within ONE WEEK of grade assignment.

c. Attendance Policy:
   i. Class Meetings: This class is completely online. However, as long as seats are available, you are welcome to attend the MW sessions of my face-to-face class. Online lectures are 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:** No makeup quizzes will be given unless offered to the entire class. If you miss a quiz you will receive a grade of zero on that quiz. Your two lowest quiz grades will be dropped before the quiz average is calculated. Makeup exams are generally not given. If the absence is excused, you will take a comprehensive final exam whose weight will be increased to include the weight of the missed exam. If the absence is not excused, you will receive a zero for that exam. You are encouraged to notify me in advance if you know you will be unable to take an exam at the scheduled time. In any event, you must notify me within one week of the missed exam, or the absence will not be excused and you will receive a zero for the missed exam.

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:**

IX. **TENTATIVE SCHEDULE:**

NOTES:
- Fridays are reserved for online assignments/quizzes, so there are no face-to-face meetings.
- 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.
- The Midterm Exam and Final Exam must be taken face-to-face or via approved proctoring arrangement. Proctors must be approved by Dr. Best at least five days before the scheduled exam date.

**Important Dates:**
- September 28: Project Part 1 (submit in CourseDen)
- October 10 & 12: Midterm Exam – In Class
- October 14: Deadline to withdraw with a grade of W.
- November 2: Project Part 2 (submit in CourseDen)
- December 7: Final Exam – In Class
Aug 22 Introduction/Orientation
24 Chapter 1
26 ONLINE: Chapters 2 and 6 and Self-Test Introduction

29 Chapter 3
31 Chapter 3

Sep 2 Online Quiz 1 - Chapters 1, 2 and 6, and 3 (closes 9/7)
5 Labor Day Holiday
7 Chapter 4 - Concepts
9 Online Quiz 2 – Chapter 4 (concepts) (closes 9/12)

12 Chapter 4
14 Chapters 4 and 16
16 Online Quiz 3 - Chapters 4 and 16 (closes 9/19)

19 Chapter 8
21 Chapter 8
23 Online Quiz 4 - Chapter 8 (closes 9/26)

26 Chapter 5
28 Chapter 5 – Project Part 1 Due – 11:59 pm (Submit in CourseDen)
30 Online Quiz 5 - Chapter 5 (Concepts and Lump Sum Problems) (closes 10/3)

Oct 3 Chapter 5
5 Chapter 5 and Review Session
7 Online Quiz 6 - Chapter 5 (All) (closes 10/10)

10-12 Midterm Exam – Chapters 1, 2, 3, 4, 5, 6, 8, 16
The Midterm Exam must be taken face-to-face or through an approved proctor. The
date/times for the exam will be announced in CourseDen. Proctors must be approved by
October 3.
(October 14 – Last day to withdraw with grade of W)
14 Optional Progress Meetings – Dr. Best’s Office

17 Chapter 7
19 Chapter 7
21 Online Quiz 7 – Chapter 7 (closes 10/24)

24 Chapter 9 (online)
26 Chapter 9
28 Online Quiz 8 - Chapter 9 (closes 10/31)

31 Chapter 10

Nov 2 Chapter 10 – Project Part 2 Due – 11:59 pm (Submit in CourseDen)
4 Online Quiz 9 - Chapter 10 (Component Costs of Capital) (closes 11/7)
Chapter 10

11 Online Quiz 10 - Chapter 10 (WACC) (closes 11/14)

14 Chapter 11

16 Chapter 11

18 Online Quiz 11 - Chapter 11 (closes 11/28)

21-25 Thanksgiving Holiday

28 Chapter 12

30 Chapters 13 and 14

Dec 2 Optional Review Session and Online Quiz 12 - Chapter 12 (closes 12/5)

FINAL EXAM
Week of December 5-9, 2011 – The Final Exam must be taken face-to-face or through and approved proctor. The location/times for the exam will be announced in CourseDen. Proctors must be approved by November 28.

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:
I am in my office most days. I check “regular” email most often (rbest@westga.edu). If calling, try my office number first, 678-839-4812. If you have a problem that needs immediate attention, call or text me at my cell number: 678-378-8573. You may also call me at home: 770-838-9165 (leave a message if I am not available to take your call). Please do not call before 8:00 am or after 9:30 pm.