WOLF PACT

Protecting the integrity of a degree from the Richards College of Business at the University of West Georgia is the responsibility of the administration, faculty, staff, and students of the college. Our mission is “To become a globally recognized college of business preparing forward-thinking, responsible leaders.” Responsible leaders are ethical leaders, and this behavior begins in the classroom. One of our Strategic Goals is to demonstrate “...commitment to the principles of honesty and integrity in interactions and undertakings, [and] accountability for personal behavior...”. As such, we have developed the Wolf Pact in an effort to promote and maintain the highest standards of integrity, professional behavior, ethical actions, and personal conduct.

The purpose of this pact is to maintain that a degree from the Richards College of Business at the University of West Georgia is held in high regard by all internal and external constituents, and that a degree from the University of West Georgia is as meaningful in the future as it is today.

I have reviewed the information in this syllabus, and I agree to abide by the policies stated. I will conduct myself in accordance with the RCOB Wolf Pact to protect the integrity of my degree and all those others who receive a degree from the Richards College.

Signature: ____________________________

917#: ________________________________

Date: ________________________________
INSTRUCTOR INFORMATION

NAME:
Dr. Heather R. Bono, PhD

OFFICE LOCATION:
Adamson 209

OFFICE HOURS:
Tuesdays and Thursdays 7:30am-9:30am and 10:45am-1:45pm and by appointment

CONTACT INFORMATION:
Phone: 678-839-5244
Email: hrichard@westga.edu
I will hold office hours as stated above; no appointment is necessary during these times. If you would like to make an appointment outside of regular office hours, please email me at least 48 hours before to schedule an appointment. I will return emails within 24-48 hours. Please send all email to my UWG account, hrichard@westga.edu. The University has provided you with a mywestga.edu email account. Only emails from this account will receive a response. Emails from personal email accounts will not receive a response.

COURSE INFORMATION

CATALOG DESCRIPTION
An examination of various topics in finance including bankruptcy and reorganization, mergers and acquisitions, lease financing, and others. The course emphasizes logical financial decision-making techniques through the examination of underlying theories and through problem solving. Problems, cases, and directed readings are used extensively.

EXPANDED DESCRIPTION OF THE COURSE
This course examines the investment banking process including how and why stocks and bonds are issued, major ways to reorganize and/or expand the firm, including mergers and acquisitions, liquidity management, leasing and other asset-based financing, and international finance. Upon successful completion of this course, students should be able to: describe methods for issuing new securities, evaluate the costs of different types of short-term borrowing, describe four key parity relationships and compute the net advantage to merging.

PREREQUISITES

Syllabus, FINC 4532-01, Dr. Bono, Spring 2019
• Prerequisite: FINC 3511
• Prerequisite Justification: In-depth knowledge of the time value of money and a basic knowledge of capital budgeting, the cost of capital, short-term financing, and accounting required.
• 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.

**DELIVERY METHODS**
• This class is face-to-face and meets on Tuesdays and Thursdays from 9:30am until 10:45am.
• Lecture and Problem Solving: Topics in financial management are discussed in lectures presented by the instructor. Students are expected to complete analytical problems in conjunction with lecture and solution presentations.
• Internet Materials: Various materials are available on the instructor’s home page and the CourseDen course site.
• Outside Assignments: Students are required to complete assigned problems and projects. CourseDen housed quizzes must be completed.

**LEARNING GOALS**
A complete list of expected learning goals (LG) for the Richards College of Business can be found here.

**LEARNING GOAL 1**
Communicate effectively

**LEARNING GOAL 2**
Apply basic quantitative skills to business problems

**LEARNING GOAL 3**
Use information technology to solve business problems

**LEARNING GOALS 4 AND 6**
Understand how time value of money and capital budgeting techniques are used to analyze some of the topics within the class

**LEARNING GOAL 5**
Have an understanding of legal and ethical considerations that affect financial decision-making in corporations
TEXTBOOKS AND MATERIALS

TEXTBOOK

OTHER NECESSARY COURSE MATERIALS
- Financial calculator with net present value (NPV) and internal rate of return (IRR) such as the Hewlett Packard 10B, Texas Instruments BA II+, or the Texas Instruments TI-83 or 84.
- Access to internet connected computer and library reference resources.

ADDITIONAL SUPPORT FOR COURSES

CourseDen D2L Home Page
D2L UWG Online Help (8 AM – 5 PM)
Call: 678-839-6248 or 1-855-933-8946
or email: online@westga.edu

24/7/365 D2L Help Center
Call 1-855-772-0423

University Bookstore
Student Services

Center for Academic Success
678-839-6280

Distance Learning Library Services
Ingram Library Services
Accessibility Services
678-839-6428
counseling@westga.edu

COURSE POLICIES

ASSIGNMENT POLICIES
- We will use a participation grade instead of an attendance grade in this class. In class assignments will be used for determination of your participation grade. There are no makeups for these assignments, no matter the reason for being absent. You are expected to come to class on time, be attentive and engaged in class and respond respectfully to your classmates and instructor. You are highly encouraged to participate in discussion and ask questions when you do not understand something.
- Requests for quiz, exam, and assignment score adjustments must be made in writing (email is fine) within ONE WEEK of grade assignment.
- 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.
- There are no makeups for the financial planning project. If you miss the assignment, you will receive a grade of zero. It is your responsibility to ensure that you have submitted
the file you wish to have graded. Resubmissions after the deadline will not be accepted. Any issues, technical or otherwise, concerning the financial planning assignment must be addressed no later than the day before the deadline for completion. You should keep in mind the communication policy for this course. Once the deadline has passed, any unattempted assignment will result in a grade of zero. You will not receive an extension and the assignment will not be reopened.

- If you miss an exam, you will receive a zero unless your reason for missing the exam is deemed valid by the instructor. You must contact your instructor (via email) regarding your excuse for missing an exam within one week of the closing time of the exam or you will receive a zero on the exam.

- All exams will be given in class and will begin promptly at the scheduled time. You must be on time in order to take all exams. If you are late and someone else has already turned in his or her exam, you WILL BE DENIED access and will not be allowed to take the exam. Please allocate plenty of time for handling parking for traffic delays.

- The final exam schedule is set by the Registrar’s office. You must notify me no later than 1 week before the scheduled final exam if you have a scheduling conflict with another class. Conflicts without sufficient notice may not be accommodated.

- On test day, phones, music devices, and any other electronic device or auxiliary devices (ex: headphones, Bluetooth headsets, cameras, smart watches and the like, etc.) are not allowed on your desk. Electronic/Smart watches must also be removed and placed in your bag. Failure to follow this test day procedure will result in action in accordance with the academic dishonesty policy. You may use a calculator on the exams; however, cell phones or other electronic devices (laptops, tablets, smart watches, etc.) may not be used as calculators. You may not share calculators with your classmates.

- You are responsible for knowledge of administrative announcements (test information, schedule changes, etc.) that are posted in CourseDen or sent to your official UWG email address.

**Administrative Information**

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

- Code of Conduct: Honesty and integrity are necessary to the academic and professional functions of business. Dishonesty undermines the foundation for 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. Please read and adhere to the UWG Honor Code which is found here.

- Student Rights and Responsibilities: Common language for course syllabi review here. Documents at this link contain important information pertaining to your rights and
responsibilities in this class. Because these statements are updated as federal, state, university, and accreditation standards change, you should review this information each semester.

- Campus Carry at UWG: Information concerning Georgia House Bill 280 may be found here.
- Credit Hour Policy (3 credit hours): Students in this class will spend around 150 minutes per week with faculty instruction (either face-to-face or online). Generally, students can expect to spend at least an additional 300 minutes per week beyond instruction. This additional work may include, but is not limited to readings, assignments, projects, group work, research, and test preparation.
- Learning Domains
  - Cognitive: Knowledge, Comprehension, Analysis, Synthesis, and Evaluation
  - Affective: Receiving, Responding, Valuing, Organization, and Characterization

ASSIGNMENTS

**SYLLABUS QUIZ (2 POINTS)**
One syllabus quiz will be available in CourseDen. You must complete the syllabus quiz before proceeding with the course. You will be dropped from the class if you do not complete this quiz by its deadline.

**PARTICIPATION (5 POINTS EACH; 50 POINTS TOTAL)**
There will be multiple in class exercises given in class throughout the semester. These will be submitted each week for grading. Each exercise is worth 5 points. Only the highest 10 will be used in your final grade calculation. The in-class exercise can be a practice problem that is similar to one of the sample problems we go over in class, or a conceptual question to test your understanding of the major concepts covered in class. There are no makeups for these assignments no matter the reason for being absent.

**EXAMS (100 POINTS EACH; 300 POINTS TOTAL)**
Three exams will be given in class. Exam 1 covers material from the beginning of the course until the Exam 1 date. Exam 2 covers material starting after Exam 1 until the Exam 2 date. Exam 3 covers the material starting after Exam 2 until the Exam 3 date. There are corresponding sample exams in CourseDen for both exams. Sample exams are provided as study aides. Sample exams can increase your exam scores, 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 sample exam score is greater than your actual exam score, your adjusted exam score will be calculated as: Adjusted Exam score = (0.25*sample exam score) + (0.75*actual exam score).

**QUIZZES (10 POINTS EACH; 100 POINTS TOTAL)**

Syllabus, FINC 4532-01, Dr. Bono, Spring 2019
Eleven quizzes will be available in CourseDen. The lowest of the eleven quiz scores is dropped. Each of the quizzes may be taken up to four times. The highest score for each quiz is retained for grading purposes. The quizzes change each time they are opened. Time limits are set at twice the time you are expected to need to complete the quizzes. The quizzes cover the basic material from each section. They do not cover all the material. The exams will cover all class material.

**Financial Planning Project (48 Points)**

One financial planning project will be available in CourseDen.

**Additional Information**

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.

**Grading**

**Grading Weights**

- Syllabus Quiz, 2 points
- Participation (10 highest), 50 points
- Financial Planning Project, 48 points
- Quizzes (10 highest), 100 points
- Exam 1, 100 points
- Exam 2, 100 points
- Exam 3, 100 points

**Grading Scale**

- 450 and above, Letter Grade A
- 400-449, Letter Grade B
- 350-399, Letter Grade C
- 300-349, Letter Grade D
- Below 300 points, Letter Grade F

**Course Calendar**

**Basic Information**

- All quizzes open when the class starts. Quizzes and assignments close at 11:59pm on the due dates listed below.
- Do not attempt quizzes during the period from 10:00pm on Fridays until 7:00am on Saturdays due to CourseDen maintenance during this period.
- The schedule may require modification as the semester progresses. Any changes will be noted in CourseDen.
IMPORTANT DUE DATES

- January 15: Syllabus Quiz
- February 7: Quizzes 1, 2, and 3
- February 12: Exam 1
- February 27: Last day to withdraw with a grade of W.
- March 13: Quizzes 4, 5, 6, and 7
- March 14: Exam 2
- April 18: Financial Planning Project
- April 25: Quizzes 8, 9, 10, and 11
- May 2: Exam 3 (at 8:00am)

WEEK OF 01/07

- Introduction/Orientation
- Corporate Finance Review
- Syllabus Quiz (closes 01/15)
  - You will be dropped from the class if you do not complete the syllabus quiz by its deadline.

WEEK OF 01/14

- Chapter 15: Raising Capital
- Syllabus Quiz (closes 01/15)
  - You will be dropped from the class if you do not complete the syllabus quiz by its deadline.
- Quiz 1 – Covers Chapter 15 (closes 02/07)

WEEK OF 01/21

- MLK Day Holiday – Monday, January 21
- Chapter 16: Financial Leverage and Capital Structure Policy
- Quiz 2 – Covers Chapter 16 (closes 02/07)

WEEK OF 01/28

- Chapter 17: Dividends and Payout Policy
- Quiz 3 – Covers Chapter 17 (closes 02/07)

WEEK OF 02/04

- Review
- No Class – Thursday, February 7
- Quizzes 1, 2, and 3 due by 11:59pm Thursday, February 7

WEEK OF 02/11

- Exam 1 in class Tuesday, February 12 – Covers chapters 15, 16, and 17
• Chapter 4: Long-Term Financial Planning and Growth
  Quiz 4 – Covers Chapter 4 (closes 03/13)

WEEK OF 02/18
• Chapter 18: Short-Term Financial Planning and Growth
  Quiz 5 – Covers Chapter 18 (closes 03/13)

WEEK OF 02/25
• Last day to withdraw with a grade of W is Wednesday, February 27
• Chapter 19: Cash and Liquidity Management
  Quiz 6 – Covers Chapter 19 (closes 03/13)

WEEK OF 03/04
• Chapter 20: Credit and Inventory Management
  Quiz 7 – Covers Chapter 20 (closes 03/13)

WEEK OF 03/11
• Review
  Quizzes 4, 5, 6, and 7 due by 11:59pm Wednesday, March 13
  Exam 2 in class Thursday, March 14 – Covers chapters 4, 18, 19, and 20

WEEK OF 03/18
• Spring Break

WEEK OF 03/25
• Chapter 21: International Corporate Finance
  Quiz 8 – Covers chapter 21 (closes 04/25)

WEEK OF 04/01
• Chapter 23: Enterprise Risk Management
  Quiz 9 – Covers chapter 23 (closes 04/25)

WEEK OF 04/08
• Chapter 26: Enterprise Risk Management
  Quiz 10 – Covers Chapter 26 (closes 04/25)

WEEK OF 04/15
• Chapter 27: Leasing
  Quiz 11 – Covers Chapter 27 (closes 04/25)
  Financial Planning Project due by 11:59pm Thursday, April 18
WEEK OF 04/22

- Review
- **Quizzes 8, 9, 10, and 11** due by 11:59pm Thursday, April 25

WEEK OF 04/29

- Reading Day – No Class April 30
- **Final Exam at 8:00am Thursday, May 2 in Adamson 115** – Covers chapters 21, 23, 26, 27

NOTES

- This course covers the following AACSB perspectives: influence of legal and regulatory issues; ethical issues; written and oral communication; and social issues
- This course covers the following teaching objectives: developing oral communication skills; developing analytical/critical thinking; and encouraging social responsibility.