

Finance 3313-006 and -007 Business Finance Spring 2008

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Office Hours:	Mon., Wed. 4:00-5:00pm	Web Page:	http://www2.uta.edu/finance/diltz
Webex Hours:	Sun. 7:30-8:30pm		

I. Course Objective and Prerequisites

This course emphasizes the financing and investment decisions of the financial manager. Topics include financial statement analysis, working capital management, capital budgeting, long term financing, and international finance. Prerequisites: ECON 2306, ACCT 2302, MATH 1316 (or permission of instructor), and junior standing.

II. Student Learning Outcomes

Students will be able to apply basic financial tools and concepts to make sound decisions about capital investments and how to finance them.

III. Course Requirements and Procedures

A. Course Materials

Required text: *Fundamentals of Corporate Finance, Fifth Edition* by Brealey, Myers & Marcus.
Required computer disk: *The Finance Tutorial*
Required service: Homework Manager for *Fundamentals of Corporate Finance, Fifth Edition*.
Optional: *Study Guide for Fundamentals of Corporate Finance, Fifth Edition*.

B. In the Classroom

Lectures are designed to clarify and supplement text material. Unless otherwise instructed, you will be held responsible for all reading assignments (even if they are not covered in lecture) plus all supplementary material presented in lecture.

C. Grading

Grades will be based upon your performance on homework assignments, two unit exams, a comprehensive final exam, and the Finance Tutorial using the following weights:

Homework	}	The two highest scores count 30% each; i.e., lowest score is dropped.
Exam I		
Exam II		
Final Exam		30%
Finance Tutorial		10%

Grades will be awarded on a competitive basis, subject to the following:

Grade	Overall Percentage
A	90 - 100
B	80 - 89
C	70 - 79
D	60 - 69

D. Exams

Exams are multiple choice, machine graded, and Diltz created. Students must show a picture ID to receive a test. Scan-Tron form 882 (available from the Bookstore) must be supplied by the student, along with #2 pencils and erasers. Calculators are allowed, but cell phones, computers, pda's, and devices that allow text entry are prohibited.

E. Homework Manager

Homework problem sets will be assigned via Homework Manager. Homework Manager is a web-based platform for assigning, completing, and grading homework assignments using end-of-chapter textbook problems. Many of the problems are algorithmic, i.e., the system will allow you to do the problems repeatedly with different numbers each time. You will register the first time you access your class url (given below). A \$15 access fee is required at registration. Arlington campus students will register and work on the url:

<http://mh3.brownstone.net/classes/FIN3313-SEC006/>

Waco campus students will register and work on the url:

<http://mh3.brownstone.net/classes/FIN3313-SEC007/>

Homework assignments and due dates are as follows:

Homework Set Number	Due by 8:00am, Monday:
1	February 4
2	February 11
3	February 25
4	March 3
5	March 10
6	March 24
7	April 7
8	April 14
9	April 21

F. The Finance Tutorial

Completion of a Spreadsheet-based *Finance Tutorial* is required of all students enrolled in FINA 3313. It may be purchased at/through the University Bookstore. The tutorial consists of a series of spreadsheets, each designed to solve a particular finance problem and to teach a spreadsheet skill. At the end of each spreadsheet

lesson, you are instructed to print the spreadsheet. A proof of purchase form must be attached to the first spreadsheet. Submit the completed spreadsheets according to the schedule listed below. For students who have completed the tutorial in another class, a "Prior Completion Form" may be submitted instead. These forms are available at the Finance and Real Estate Department Office.

The Finance Tutorial Spreadsheets or Prior Completion Forms are due at the end of the class period on Monday, April 21, 2008. You will receive one-half credit if you hand in the tutorial between April 21 and the end of the class period on Monday, April 30. You will receive zero credit (but retain the possibility of a passing grade in the course) if you hand in the tutorial between April 30 and the end of the final exam period on Monday, May 5. If you do not hand in the tutorial by the end of the final exam period, you will receive an automatic F for the course, regardless of your other grades in the class.

G. Make-up Policy

Make-up exams will not be administered under any circumstances. The policy of dropping the lowest score between Exam I, Exam II, and Homework is intended as a buffer against absences from exams. In the event of absence from more than one exam due to dire circumstances, greater weight will be assigned to the final exam, **upon documentation of the reason for absence by a medical doctor or UTA official.** No make-up provision is available for homework assignments. There will be no extensions to homework due dates.

H. Relevant University Calendar Dates

January 14	Classes Begin
January 30	Census Date
March 15 – 23	Spring Break
March 28	Last Day to Drop
May 2	Last Day of Classes

I. Webex Conference Hours

I will hold office hours via web conferencing through Webex 7:30-8:30pm Sunday nights. A headset with microphone for your computer is required. While non-USB headsets are preferred, you can use USB headsets if you have the proper drivers installed on your computer.

J. Instructor's Discretion

This syllabus represents a course plan compiled prior to the first day of classes. Circumstances may arise over the course of the semester that warrant changes to the course plan. The instructor retains the right to make any changes deemed necessary.

IV. Course Outline

<u>Week of:</u>	<u>Topic</u>	<u>Chapters</u>
January 14	Introduction, Financial Environment	1, 2
January 21	Accounting & Finance	3
January 28	Time Value of Money	4
February 4	Bond Valuation	5
February 11	Stock Valuation, Exam I Review	6
February 18	Exam I, Net Present Value	7

Exam I – Monday, February 18, 2008 on Chapters 1 – 6

February 25	Exam I Return, Capital Budgeting	8, 9.4
March 3	Risk, Return & the Opportunity Cost of Capital	10
March 10	Capital Budgeting & Risk	11
March 17	Spring Break	
March 24	The Cost of Capital, Exam II Review	12
March 31	Exam II, Corporate Financing	13

Exam II – Monday, March 31, 2008 on Chapters 7 – 12

April 7	Exam II Return, Capital Structure	15
April 14	Capital Structure, Options	15, 23
April 21	Options	23

Tutorials Due Monday, April 21, 2008

April 28	Conclusion, Final Exam Review	25
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Cumulative Final Exam – Monday, May 5, 2008, 5:30-8:00 pm

University Policies

Academic Dishonesty: All students are expected to pursue their scholastic careers with honesty and integrity. It is the philosophy of the University of Texas at Arlington that academic dishonesty is unacceptable and will not be tolerated. Anyone involved in academic dishonesty will be disciplined in accordance with University regulations, which may include suspension or expulsion from the University.

Academic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, submission for credit of work attributable in whole or part to another person, taking an exam for another, or any act designed to give unfair advantage to a student or the attempt to commit such acts. Regents' *Rules and Regulations*, Part One, Chapter VI, Section 3, Subsection 3.2, Subdivision 3.22. Institutional procedures regarding academic dishonesty are outlined in Part II, Chapter 2, of the *Handbook of Operating Procedures of the University of Texas at Arlington*.

Grade Grievances: The student has one calendar year from the date the grade is assigned to initiate the grievance. The normal procedure begins with the department chair, to the academic dean, to the Provost.

The Americans with Disabilities Act: The University of Texas at Arlington is committed to the spirit and letter of the ADA, making reasonable adjustments in the classroom as necessary to eliminate discrimination on the basis of disability. Students should meet with the instructor during the first week of class in order to advise the instructor of any special needs, abilities, or limitations. Any disclosure by the student will be kept confidential and disclosed on a need-to-know basis only.

Students need to contact the University's Office for Students with Disabilities prior to contacting the instructor about any disabilities. The student should provide the instructor with written documentation of the disability from acceptable sources and from the Office for Students with Disabilities.

Absences Based on Religious Beliefs: A student who misses class work due to the observance of a religious holiday will be given the opportunity to complete the missed work within 15 days following the due date of the work. To be eligible for make-up, the student must notify the instructor prior to the holiday.

Bomb Threats: Effective April 8, 1997, the College of Business Administration has adopted a policy to deal with the classroom disruption caused by bomb threats in the building. [A] Section 22.07 of the Texas Criminal Law Statutes governs terrorist threats and classifies bomb threats as Class A misdemeanors. Section 12.21 of the Texas Criminal Law Statutes states that a Class A misdemeanor is punishable by (1) a fine not to exceed \$4,000, (2) a jail term of not more than one year, or (3) both such a fine and confinement. [B] If anyone is tempted to call in a bomb threat, be aware that UTA will soon have technology to trace phone calls. [C] Every effort will be made to avoid cancellation of presentations and exams caused by bomb threats to the Business Building. Unannounced alternate sites will be available for these classes. If a student who has a class with a scheduled test or presentation arrives and the building has been closed due to a bomb threat, the student should immediately check for the alternate class site notice posted on/near the main doors on the south side of the Business Building. If the bomb threat is received while class is in session, Your instructor will ask you to leave the building and reconvene at another location. [D] Students who provide information leading to the successful prosecution of anyone making a bomb threat will receive one semester's free parking in the Maverick Garage across from the Business Building. UTA's Crime Stoppers will provide a reward to anyone providing information leading to an arrest. To make anonymous report, call 817-272-5245.

Attendance Policy: Students are expected to attend each class and students are expected to come to each class with their assignments completed. Any student who must miss a class is responsible for securing any and all assignments for course work missed.

Drop Policy: These policies include by reference all provisions for grade adjustment or drop policies included in the applicable Graduate or Undergraduate Catalog in effect at the start of the semester. It is the **student's responsibility** to complete the course or withdraw from the course in accordance with University regulations. **No student will be dropped from the class rolls for absences.** Students are strongly encouraged to verify their grade status before dropping a course after the first withdrawal date. A student who drops a course after the first withdrawal date may receive an "F" in the course if the student is failing at the time the course is dropped.

Drop for Non-Payment: It is the policy of the University of Texas at Arlington that students who have not paid by the census date and are dropped for non-payment cannot, **under any circumstances**, receive a grade for the course. Therefore, a student dropped for non-payment who continues to attend the course **will not receive a grade for that course**. Emergency loans are available to help students pay tuition and fees. Students can apply for emergency loans by going to the Emergency Tuition Loan Distribution Center at E.H. Hereford University Center (near the southwest entrance).

Student Evaluation of Teaching: The following appears in Administrative Memorandum No. 98-5, dated August 21, 1997, from the President to academic and administrative offices: "Beginning in Fall 1997, teaching evaluations will be conducted in every class every semester for every instructor of record."