



**The University of Texas at Arlington
College of Business and Administration**

FINA 3313-003: Business Finance

Syllabus for Fall 2013

August 22nd, 2013 – December 4th, 2013

Tuesdays -Thursdays 12:30 p.m. – 1:50 p.m., COB 245W

Instructor: Ms. T. T. Thai

Office hours: 10:00 a.m. – 12:00 p.m. Tue-Thu, and by appointment.

Office: College of Business, Room 404

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Course Description

To provide the student with an understanding of the basic terminology, structure and importance of business finance, emphasizing the finance and investments decisions of the financial manager. Topics include financial statement analysis, working capital management, capital budgeting, long-term financing, and international finance.

Learning Outcomes

This course is designed to provide the students essential elements in making financial decisions. At the completion of this course, the students will be able to apply basic financial tools and concepts to make sound decisions about capital investments and how to finance them.

Prerequisites

Successful completion of ECON 2306 or ECON 2301, ACCT 2302, MATH 1316, and 60 credit hours. Please contact the instructor if there are any queries concerning prerequisites.

Required Materials

Textbook: “Fundamentals of Corporate Finance” by Brealey, Myers, and Marcus (**Seventh Edition**), McGraw-Hill Irwin Publisher, ISBN: 978-0-07-803464-7.

Free online quiz and course wide contents available for students:

http://highered.mcgraw-hill.com/sites/0078034647/student_view0/

Connect License: http://connect.mcgraw-hill.com/class/t_thai_librarycourse (Connect Plus has e-book).

Financial Tutorial: Available at UTA Bookstore. Failure to pass the Tutorial will result in an F.

The Department of Finance's policy requires successful completion of a spreadsheet-based Time Value of Money Finance Tutorial to assure understanding of key subject areas. This tutorial will be structured as a complement to this course and students must complete the tutorial to pass the class. The tutorial may be purchased at the University Bookstore and consists of 13 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 (blue sheet of paper) 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, "Prior Completion Forms" may be submitted instead (available at the Finance and Real Estate Office, COB 434).

Financial calculators: Suggested is Texas Instrument BA II Plus (Professional).

Important Dates

August 22 nd	First day of class (No meeting)
August 28 th	Last day of late registration
September 02 nd	Labor Day Holiday
September 09 th	Census date
October 30 th	Last day to drop class
November 26 th	Finance Tutorial Spreadsheet/ Prior Completion Form due
November 28-29 th	Thanksgiving Holidays
December 03 rd	Final exam review
December 12 th	Final exam (time and place to be announced)

Course Requirements

Exams: 3 mid-terms and 1 final (student can drop the lowest-scored mid-term but not the final).

Quizzes: Will be pre-announced; there may also be some surprise challenges for extra credits.

Assignments: Will be assigned online via Connect Plus system. Due dates will be announced.

Grading

GPA composition (Tutorial must be passed):

Letter grades will be assigned as follows:

Mid-term	20%	89.50 – 100.0	A
Mid-term	20%	79.50 – 89.49	B
Final exam	20%	69.50 – 79.49	C
Quizzes	20%	59.50 – 69.49	D
Assignments	20%	0.00 – 59.49	F

Course Policy

- Please show respect and professional conduct during all meetings. These may include, but are not limited to, silencing cell phones and refraining from non-class activities in the classroom.
- Other **electronic devices of all kinds are not allowed** during all meetings.
- In case of an emergency, students may notify the instructor ahead of time for special permit.
- Students are encouraged to participate in interactive discussions and activities.
- UT-Arlington MavMail should be the official means of communication. It is students' responsibility to check your UTA e-mail account for any important updates from the instructor.

Exam and Grade Policy

- **No make-up exams and quizzes will be given;** any exam that is missed will be graded as 0.
- All exams are comprehensive and mandatory with closed book, closed notes.
- UTA IDs must be in front of the students at all times during exams and quizzes.
- Formula sheet and scratch papers will be provided for exams if considered needed by instructor.
- Students must bring their own Scantron form 882-ES.
- Programming-enhanced calculators are not allowed in exam room.
- Cheating in any form, removal of questions or booklets from the classroom, or other misconduct will result in an automatic F and/ or appropriate disciplinary action.
- The instructor has the right to relocate students in the exam room.

Chapters and Topics to be Covered

<i>Week of</i>	<i>Topic</i>	<i>Chapters</i>
August 26	Introduction, Financial Environment, Accounting & Finance	1, 2, 3
September 02	Time Value of Money	5
September 09	Time Value of Money	5
September 16	Mid-term 1, Bond Valuation	6
September 23	Stock Valuation	7
September 30	Net Present Value	8
October 7	Discounted Cash-Flow Analysis, Mid-term 2	9
October 14	Risk & Return, Capital Budgeting	11, 12
October 21	Weighted Average Cost of Capital, Company Valuation	13
October 28	Corporate Financing	14
November 4	Mid-term 3, Debt Policy, Dividend Policy	16, 17
November 11	M&A, International Finance	21, 22
November 18	Options	23
November 25	Tutorial Due, Risk Management	24
December 2	Final Exam Review	
December 12	Final Exam (11:00 a.m. – 1:30 p.m.)	

SYLLABUS ADDENDUM

Attendance Policy

Students are expected to attend each class with homework and reading assignments completed. Any student who must miss a class is responsible for securing all assignments for coursework missed.

Drop Policy

Students may drop or swap classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the students' responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. Contact the Financial Aid Office for more information.

Americans with Disabilities Act (ADA)

The University of Texas at Arlington is on record as being committed to both the spirit and letter of federal equal opportunity legislation; reference Public Law 92-112-The Rehabilitation Act of 1973 as amended. With the passage of federal legislation entitled Americans with Disability Act (ADA), pursuant to section 504 of the Rehabilitation Act, there is renewed focus on providing this population with the same opportunities enjoyed by all citizens.

As an instructor, I am required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Student responsibility primarily rests with informing instructor of their need for accommodation and in providing authorized documentation through designated administrative channels. Information regarding specific diagnostic criteria and policies for obtaining academic accommodations can be found at www.uta.edu/disability. Also, you may visit the Office for Students with Disability in Room 102 of University Hall or call them at (817) 272-3364.

Academic Integrity

It is the philosophy of the Department of Finance and Real Estate, of this instructor, and of the University of Texas at Arlington that academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University.

"Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, or any act designed to give unfair advantage to a student or the attempt to commit such acts." (Regents Rules and Regulations, Series 50101, Section 2.2).

Student Support Services Available

The University of Texas at Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. These resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals to resources for any reason, students may contact the Maverick Resource Hotline at (817) 272-6107 or visit www.uta.edu/resources for more information.

Electronic Communication Policy

The University of Texas at Arlington has adopted the University "MavMail" address as the sole official means of communication with students. MavMail is used to remind students of important deadlines, advertise events and activities, and permit the University to conduct official transactions exclusively by electronic means. All students are assigned a MavMail account. **Students are responsible for checking their MavMail regularly.** Information about activating and using MavMail is available at

www.uta.edu/oit/email/. There is no additional charge to students for using this account, and it remains active even after they graduate from UT-Arlington.

To obtain your NetID or for logon assistance, visit webapps.uta.edu/oit/selfservice/. If you are unable to resolve your issue from the Self-Service website, contact the Helpdesk at helpdesk@uta.edu.

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).

Distribution of Grades

The distribution of grades for the semester will normally adhere to the guidelines of the Department of Finance and Real Estate. These guidelines are generally based on College of Business Administration averages for similar courses.

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."

College of Business Bomb Threat Policy

Effective April 8, 1996, the College of Business Administration adopted a policy to deal with the classroom disruption caused by bomb threats in the building. Section 22.07 of the Texas Criminal law 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. If anyone is tempted to call in a bomb threat, be aware that UTA has the technology to trace such phone calls. Every effort will be made to avoid cancellation of presentations/tests 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 which will be 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. 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 Crimestoppers will provide a reward to anyone providing information leading to an arrest. To make an anonymous report, call (817) 272-3381.

Evacuation Procedures

In the event of an evacuation of the College of Business building, when the fire alarm sounds, everyone must leave the building by the stairs. All those in the North tower side of the building should proceed to the fire escape stairs located on the East and West sides of that wing. With the current fire alarm system, the elevators will all go to the first floor and stay there until the system is turned off.

For Disabled Persons: Please go to the Northeast fire stairs. There is an evacu track chair located on the 6th floor stairwell. There are people trained in the use of this chair and there will be someone who will go to the 6th floor to get the chair and bring it to any lower floor stairwell to assist disabled persons. Should this be a real emergency, the Arlington Fire Department and UTA Police will also be here to help.

UTA Student Success Program

The University of Texas at Arlington supports a variety of student success programs to help students connect with the University and achieve academic success. They include learning assistance, developmental education, advising and mentoring, admission and transition, and federally funded programs. Students requiring assistance academically, personally, or socially should contact the Office of Student Success Programs at (817) 272-6107 for more information and appropriate referrals.

Business Career Services

(College of Business Administration, Room 106, (817) 272-5201; Monday-Friday 8:00 a.m. to 5:00 p.m.)

The following services are designed to assist students as they navigate through their college career. It is recommended that you visit the Business Career Services office early in your college career to take full advantage of all available services.

Career Counseling/Job Search Skills: Individualized guidance on employment choices and techniques for gaining employment.

Career Days: Events designed to allow students to meet company representatives to explore employment opportunities.

Career Development Workshops: Group sessions where job search skills such as resume writing, employer research, dining etiquette, dressing for success, salary negotiations, and interview skills are taught. Specialized sessions on topics such as internships, diversity in the workplace, making wise job choices, first year job success tips, and interview skills for international students are also offered.

Mentor Program: The opportunity for students to be paired with professionals in corporate settings to explore and/or solidify their major/job interests. This is done through informational interviews and/or job shadowing. Freshman and sophomore students are targeted for these opportunities.

Resume Critiquing: The opportunity for students to have their resume professionally critiqued by staff members who can make suggestions for improving and/or changing it to suit employers' specifications.

Internship Program: The opportunity for students to gain real-world work experience in their degree field prior to graduation. Some internships can be completed for academic credit. Junior, senior, and graduate students are targeted for these opportunities.

Mock Interviews: An individual session where students can practice various types of interview questions that may be asked during an actual interview. A critique of students' interview skills will be given, as well as tips for improvement.

Career Classifieds: On-line job postings that students who are registered with Career Services are encouraged to review and respond to when seeking full-time, degree-related employment.

Web Resume Book: Students who are registered with Career Services also have the option of having employers view their resume via the on-line system when they are seeking qualified candidates to fill available employment opportunities.

Resource Library: Career, company and job search resources are available for students to use during regular office hours. Computers are available to assist in conducting job searches.

Career Development Handouts: Materials covering various job search skills are available for students to take home and utilize as they are preparing for all facets of their job search.

On-Campus Interviews: The opportunity for students who are registered with Career Services to interview with companies during the fall and spring semesters when corporate recruiters visit the campus.

First Day of Class Survey

I would like you to return this page to me at the end of the first meeting.

Please sign at the bottom of the page as a confirmation that you have read the syllabus.

Name: _____

E-mail (preferred): _____

Major: _____

Are you: Freshman ____ Sophomore ____ Junior ____ Senior ____

List three things you expect to learn from this course:

1, _____

2, _____

3, _____

List three qualities you expect the instructor to have:

1, _____

2, _____

3, _____

Anything you want to let me know about yourself, e.g. personal and professional interests:

Signature: _____ Date: _____