



FINA3313-004: Business Finance (3 Credit Hours)
Fall 2018

Instructor: Yibing Du, PhD, FRM

Office Number: College of Business Administration (COBA) 628

Office Telephone Number: 817-272-3705

Email Address: yibing.du2@uta.edu (Email is preferred for communication)

Faculty Profile: <https://www.uta.edu/profiles/yibing%20-du>

Office Hours: Monday 10:00-11:30AM, Wednesday 10:00-11:30AM, or by appointments

Section Information: FINA3313-004 Business Finance 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. Prerequisite: ECON2306, ACCT2302, MATH1316 (or permission by instructor), and 60 credit hours.

Time and Place of Class Meetings: COBA245E, Tuesday and Thursday 12:30-1:50PM

Description of Course Content: This course aims at equipping students with the knowledge and skills of working as a financial manager in business organizations. By focusing on two main responsibilities of a financial manager: investment and financing decisions to make, we will explore 1) different business organizations and their operation needs for capital; 2) financial environments a corporation faces; 3) valuations of financial assets; 4) capital budgeting and investment criteria; 5) how to raise capital to finance business operations; 6) risk, return and cost of capital; 7) debt, dividend payout policies and capital structure; 8) financial statement analysis and evaluation of performance. The course is delivered via in-class lectures and online resources. The class features a mix of graded and non-graded assignments. In general, the graded assignments assess mastery of the course objectives and the non-graded assignments support mastery.

Student Learning Outcomes: Emphasizes the financing and investment decisions of the financial manager. Topics include financial markets, asset valuation, capital budgeting, short and long-term financing, and capital structure. Upon successful completion of this course you will be able to

1. Describe the financial environment of the firm
2. Define and apply the concept of value maximization as a managerial goal
3. Describe the determinants of interest rates and required returns
4. Describe, apply, and evaluate risk and return relationships
5. Apply time value of money concepts to personal and corporate financial decisions
6. Critically evaluate and make recommendations for various business scenarios including
 - 1) Investment Decisions
 - 2) Financing Decisions
 - 3) Payout Decisions

Required Textbooks and Other Course Materials: This class requires the following resources.

- I. Required Text: Principles of Managerial Finance, Brief, 8th Edition and MyFinanceLab, Pearson 2018. This is a loose-leaf value edition. MyFinanceLab is an online homework management system. Note: an e-text version is available from Pearson.
- II. The Finance Tutorial: Completion of a Spreadsheet-based Time Value of Money Finance Tutorial is required of all students enrolled in FINA 3313. You must complete the tutorial to pass the class. This is a departmental policy. For students who have completed the tutorial in another class, "Prior Completion Forms" may be submitted instead. These forms are available at the Finance and Real Estate Office (434 Business Building). **This assignment will be available beginning September**

10.

- III. Non-graded assignments and additional materials: Lecture videos, supplemental videos, slides, spreadsheets, and additional readings can be found on the class website Blackboard).
- IV. Calculator: You will want a financial calculator or a calculator capable of performing financial calculations. There are many good financial calculators but I will be using the Texas Instruments BA-II Plus Professional. A slightly less costly alternative is the Texas Instruments BA-II Plus. Apps for Texas Instruments BA-II Plus are available for Apple i-phones, i-pads, and Android devices. If you go the app route I recommend installing it on a device that you will NOT use for testing. You can also use the financial calculator app in MyFinanceLab. However, keep in mind that the lockdown browsers and proctoring systems for the module and final exams may not permit app based calculators.
- V. Electronic Devices: A computer is required for this course. A backup device is strongly recommended in case your primary computer/device malfunctions. Exams are timed and extensions/makeups due to device failure will not be granted.
- VI. Internet Access: Quality internet access is required. Exams are timed and extensions/makeups due to poor internet access will not be granted.
- VII. Software: Microsoft Word and Excel. Free spreadsheet and word processing programs may work but I am not familiar with them.

Descriptions of major assignments and examinations:

The graded assignments include home works, spreadsheets and exams. All graded assignments are submitted electronically. Home works and exams are machine graded while the spreadsheets are instructor graded. The non-graded assignments are readings, instructor created video lectures, third party informational videos, spreadsheets, and slides.

Homework and Midterm Exams

After watching lectures and/or working through lecture PowerPoint slides, you will complete practice questions in MyFinanceLab. If you are stuck on a question, refer back to examples worked in the lectures or click the Question Help button to access the textbook pages. You are allowed 2-4 attempts at each question. Prior to using your last attempt contact your instructor, class teaching assistant, or free tutoring for help. You must complete these assignments with a score of at least 90% before moving on to next homework assignment and the midterm exams. Homework assignments are due Tuesdays @ midnight except for exam weeks where they are due Wednesday @ midnight. However, you can redo the homework assignments after the due date to increase your score.

Final Exam

The final exam is comprehensive and takes place at the location and times indicated in the Key Dates section of this syllabus.

Time Value of Money Spreadsheet

See description for this assignment under Required Resources listed above.

Attendance: At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator in student success. Each faculty member is free to develop his or her own methods of evaluating students' academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, I have established following attendance policy: Students enrolled in this course are expected to attend each class with homework and reading assignments completed. Any student who must miss a class is responsible for securing all class materials and assignments for coursework missed. Students are required to maintain class attendance at least at an acceptable level. Class roll will be randomly called during class meetings.

Course Policy: 1. During class meetings non-class activities are refrained in the classroom. These may include, but are not limited to, silencing cell phones, etc.

2. Students are encouraged to participate in interactive discussions and ask questions;

3. In case the instructor is late for more than 15 minutes, please leave the classroom quietly;

4. Students should check your UTA e-mail account for any important updates from the instructor. Students are responsible for any missed class materials and assignments.
5. All exams are mandatory with closed book and notes
6. The instructor may relocate students in the exam room.
7. Academic honesty is a must in this course. Any misconducts or dishonesties might result in an automatic F and/ or appropriate disciplinary action.

Grading: Class performance is evaluated by a weighted average of exams, homework assignments, and time value of money finance tutorial. Grades are assigned relative to class ranking. The target class GPA is 2.4 with letter grades awarded as follows.

Class Percentile Ranking

A	80-100	Comprehensive Final Exam*	30%
B	55-79.9	Midterm Exams (2 @ 20% each) *	40%
C	20-54.9	Homework*	20%
D	5-19.9	Time Value of Money Spreadsheet	10%
F	0-4.9		

For example, a student in the 85th percentile performed better than 85% of the class and will receive an A. A student in the 35th percentile scored higher than 35% of the class and will receive a C.

Peer Feedback and Discussions

Students are encouraged to form study groups of three to four students. The goal of the groups is to encourage discussion and collaboration on chapter home works and test preparation. Note: Students are encouraged to help and solicit help in preparing for module tests and the final exam. However, the midterm and final exams are to be completed individually without assistance from group mates or others.

Assignment Feedback

You will receive automated feedback/grades on MyFinanceLab assignments (assignments designated with an * above) on their respective due dates. The Time Value of Money Spreadsheet will be graded and returned within 7 days of the due date.

MyFinanceLab is accessible via Blackboard. Pre-chapter quizzes are available via the Dynamic Study Modules (DSMs) in MyFinanceLab. These are recommended but not graded. They are an excellent way to check your knowledge and contain concept type questions not usually found in the optional chapter quizzes (in MyFinanceLab). Home works, midterm exams and the final exam are also administered via MyFinanceLab.

It is the student's responsibility to verify the accuracy of the online grade sheet and notify me within 7 days of any errors. After 7 days, the grades will not be changed.

Missed Assignments/Make-up Policies

In general, there are no opportunities to make-up for missed assignments. The exceptions are the home works in MyFinanceLab that can be submitted that may be retaken at any time to increase your grade.

Expectations for Class

Students enrolled in this course should expect to spend at least 20 hours per module in course-related activities, including attending lectures, watching the other informational videos, reading required materials, completing homework assignments, preparing for exams, etc.

Testing Information

There will be two midterm exams and one comprehensive final exam throughout the course of the semester.

(Please reference the course schedule for exact dates.)

- All exams are found within MyFinanceLab and are comprised of questions that must be completed within the allotted class time. The tests will be administered via the MyFinanceLab

lock down browser which is not compatible with mobile devices (i.e., you will need access to a laptop or desktop computer).

- You may use one 4X6 index card with notes front and back, a financial calculator, and blank scratch paper for each exam. No additional materials are allowed.

You have two options/methods to utilize when you take your final exam. Please make sure you review both options and the details listed below.

1. **Proctor U**
2. **On-Campus**

- **ProctorU Student Information**

Please review everything below as they discuss the associated fees and scheduling procedure related to using the Proctor U service. It is advised to make appointments well in advance (today is a good idea). More information: [ProctorU at UTA](#)

If you are new to Proctor U or would like more information on how to get started with their services, please view the following webpage: <https://www.proctoru.com/students/>

If you would like to learn how the Proctor U service will operate, please view the following 2-minute video or read the following manual: <https://www.proctoru.com/pre-exam-checklist/> or <https://www.proctoru.com/testitout/>

- **On Campus Student Information**

If you so choose, you may also come to the College of Business at the UTA campus for the final exam. The location will be determined at a later date.

Make-up Exams: Make-up exam could be scheduled for students who contact the instructor at least one week prior to the scheduled exam date with a valid reason.

Expectations for Out-of-Class Study: Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least 6 hours per week on course related activities, including reading required materials, completing assignments, preparing for exams, working on project, etc.

Grade Grievances: Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current University Catalog. For undergraduate courses, see <http://catalog.uta.edu/academicregulations/grades/#undergraduatetext>; for graduate courses, see <http://catalog.uta.edu/academicregulations/grades/#graduatetext>. For student complaints, see <http://www.uta.edu/deanofstudents/student-complaints/index.php>.

Drop Policy: Students may drop or swap (adding and dropping a class concurrently) 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 student's 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. For more information, contact the Office of Financial Aid and Scholarships (<http://www.uta.edu/aao/fao/>).

Disability Accommodations: UT Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including *The Americans with Disabilities Act (ADA)*, *The Americans with Disabilities Amendments Act (ADAAA)*, and *Section 504 of the Rehabilitation Act*. All instructors at UT Arlington are required by law to provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of a **letter certified** by the Office for Students with Disabilities (OSD). Only those students who have officially documented a need for an accommodation

will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

The Office for Students with Disabilities, (OSD) www.uta.edu/disability or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability.

Counseling and Psychological Services, (CAPS) www.uta.edu/caps/ or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

Non-Discrimination Policy: *The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit uta.edu/eos.*

Title IX Policy: The University of Texas at Arlington ("University") is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. *For information regarding Title IX, visit www.uta.edu/titleIX or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or jmhood@uta.edu.*

Academic Integrity: Students enrolled all UT Arlington courses are expected to adhere to the UT Arlington Honor Code:

I pledge, on my honor, to uphold UT Arlington's tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.

I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

UT Arlington faculty members may employ the Honor Code in their courses by having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents' Rule* 50101, §2.2, suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University. Additional information is available at <https://www.uta.edu/conduct/>.

Electronic Communication: UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>.

Campus Carry: Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit <http://www.uta.edu/news/info/campus-carry/>

Student Feedback Survey: At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory” are directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit <http://www.uta.edu/sfs>.

Final Review Week: for semester-long courses, a period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

Emergency Exit Procedures: Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities. Evacuation plans may be found at http://www.uta.edu/campus-ops/ehs/fire/Evac_Maps_Buildings.php.

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 evacuate 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. Students should also be encouraged to subscribe to the MavAlert system that will send information in case of an emergency to their cell phones or email accounts. Anyone can subscribe at <https://mavalert.uta.edu/> or <https://mavalert.uta.edu/register.php>

Student Support Services: UT 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. Resources include [tutoring](#), [major-based learning centers](#), developmental education, [advising and mentoring](#), personal counseling, and [federally funded programs](#). For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at <http://www.uta.edu/universitycollege/resources/index.php>.

University Tutorial & Supplemental Instruction (Ransom Hall 205): UTSI offers a variety of academic support services for undergraduate students, including: 60 minute one-on-one [tutoring sessions](#), [Start Strong](#) Freshman tutoring program, and [Supplemental Instruction](#). Office hours are Monday-Friday 8:00am-5:00pm. For more information visit www.uta.edu/utsi or call 817-272-2617.

The IDEAS Center (2nd Floor of Central Library) offers **FREE** tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. Students can drop in, or check the schedule of available peer tutors at www.uta.edu/IDEAS, or call (817) 272-6593.

The English Writing Center (411LIBR): The Writing Center offers **FREE** tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework.

Register and make appointments online at <https://uta.mywconline.com>. Classroom visits, workshops, and specialized services for graduate students and faculty are also available. Please see www.uta.edu/owl for detailed information on all our programs and services.

The Library's 2nd floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library's hours of operation. <http://library.uta.edu/academic-plaza>

Course Schedule (Tentative)

Week	Date	Weekday	Lecture Topics	HW Due Dates
Week1	8/23/2018	Th	First day of class; Syllabus	
Week2	8/28/2018	Tu	CH01 The Role of Managerial Finance	CH01HW8/29
	8/30/2018	Th	CH02 Financial Market Environment	
Week3	9/4/2018	Tu	CH02 Financial Market Environment	CH02HW9/5
	9/6/2018	Th	CH03 Financial Statements and Ratio Analysis	
	9/7/2018		Census date	
Week4	9/11/2018	Tu	CH03 Financial Statements and Ratio Analysis	CH03HW9/12
	9/13/2018	Th	CH04 Long and Short Term Financial Planning	
Week5	9/18/2018	Tu	CH04 Long and Short Term Financial Planning	CH04HW9/19
	9/20/2018	Th	CH05 Time Value of Money	
Week6	9/25/2018	Tu	CH05 Time Value of Money/Exam 1 Review	CH05HW9/26
	9/27/2018	Th	Mid-Term Exam 1	Exam1 9/27
Week7	10/2/2018	Tu	CH06 Interest Rates and Bond Valuation	
	10/4/2018	Th	CH06 Interest Rates and Bond Valuation	
Week8	10/9/2018	Tu	CH06 Interest Rates and Bond Valuation	CH06HW10/10
	10/11/2018	Th	CH07 Stock Valuation	
Week9	10/16/2018	Tu	CH07 Stock Valuation	CH07HW10/17
	10/18/2018	Th	CH08 Risk and Return	
Week10	10/23/2018	Tu	CH08 Risk and Return	CH08HW10/24
	10/25/2018	Th	CH09 Cost of Capital	
Week11	10/30/2018	Tu	CH09 Cost of Capital	CH09HW10/31
	11/1/2018	Th	Mid-Term Exam 2	Exam2 11/1
	11/2/2018		Last day to drop	
Week12	11/6/2018	Tu	CH10 Capital Budgeting Techniques	
	11/8/2018	Th	CH10 Capital Budgeting Techniques	
Week13	11/13/2018	Tu	CH10 Capital Budgeting Techniques	CH10HW11/14
	11/15/2018	Th	CH11 Capital Budgeting and Cash Flows	
Week14	11/20/2018	Tu	CH11 Capital Budgeting and Cash Flows	
	11/22/2018	Th	Thanksgiving; No class	
Week15	11/27/2018	Tu	CH12 Capital Structure and Leverage	CH11HW11/27
	11/29/2018	Th	CH12 Capital Structure and Leverage	
Week16	12/4/2018	Tu	Last day of class; Review; TVM Finance Tutorial Due	CH12HW12/4

Week17	12/8/2018	Sa	Final Comprehensive Exam
--------	------------------	----	---------------------------------

<p>Emergency Phone Numbers: In case of an on-campus emergency, call the UT Arlington Police Department at 817-272-3003 (non-campus phone), 2-3003 (campus phone). You may also dial 911. Non-emergency number 817-272-3381</p>
