

Business Finance (Fina 3313)

Spring 2019

The course syllabus provides a general plan for the course; deviations may be necessary.

Instructor Information

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Course Structure and Delivery

This course is accessible via Blackboard @ elearn.uta.edu. Please visit the class welcome page on Blackboard for an overview of the class and tips for navigating the website. The course is delivered in a sequence of six modules followed by two midterm exams and a comprehensive final examination. The six modules have 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. See Assignment Descriptions below for more information.

Course Description and Objectives

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
 - a. Investment Decisions
 - b. Financing Decisions
 - c. Payout Decisions

Office Hours

I am available by appointment to meeting online using Blackboard or other online meeting forum. I am happy to meet with you – it is not an inconvenience. I strongly urge you to contact me early in the course for help or guidance.

Email and Discussion Page Policy

Please check the class website and syllabus before sending emails. This helps to ensure your individually specific questions are answered promptly by reducing the volume of emails in my inbox. To this end, I don't generally answer HW, materials covered, exam, etc. type questions via email. I do, however, encourage use of the class discussion pages, located on the class website, to ask questions and interact with your peers.

Response Times for Emails and Discussion Page Questions

For those questions that must be asked via email I strive to answer within 24 hours (again – please refer to the class website and discussion page for answers to assignment related questions). The same goes for the discussion page.

Prerequisites

Successful completion of ECON 2306, ACCT 2302, MATH 1316, and 60 credit hours.

Required Resources:

This class requires the following resources.

- I. **Required Text:** Principles of Managerial Finance, Brief, 8th Edition and MyFinanceLab, Prentice Hall, 2018. This is a loose leaf value edition. MyFinanceLab is an online homework management system. Note: an e-text version is available from Prentice Hall at a lower price.
- II. **Required Movie:** The Big Short, see <https://www.facebook.com/TheBigShortMovie/> It can be rented via RedBox. It is also available on Amazon Prime and Netflix (sometimes for free).
- III. **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).
- IV. **Non-graded assignments and additional materials:** Lecture videos, supplemental videos, slides, spreadsheets, and additional readings can be found on the class website Blackboard).
- V. **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 do not permit app based calculators.
- VI. **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.
- VII. **Internet Access:** Quality internet access is required. Exams are timed and extensions/makeups due to poor internet access will not be granted.
- VIII. **Software:** Microsoft Word and Excel. Free spreadsheet and word processing programs may work but I am not familiar with them.

Assignment Descriptions

The graded assignments include homework problems, spreadsheets and exams. All graded assignments are submitted electronically. Homework and exams are machine graded while the

spreadsheets are instructor graded. The non-graded assignments are practice quizzes, readings, instructor created video lectures, third party informational videos, spreadsheets, and slides.

Chapter Homework

After watching lectures and/or working through lecture PowerPoint slides, you will complete homework questions in MyFinanceLab. If you are stuck on a question, refer back to examples worked on the lecture videos or click the Question Help button to access the textbook pages. You must complete these assignments with a score of at least 90% before moving on to the next chapter and exams. You can rework the homework assignments after the due dates to raise your score.

Midterm Exams

After completing all topics in a module and their corresponding homework and practice questions (see chapter resources for flash cards and practice quizzes and the dynamic study modules for conceptual type test review questions), you will be ready for the Midterm tests. Be sure to pay attention to the time limit for each test. The Midterm Exams take place at the location and times indicated in the Key Dates section of this syllabus.

Final Exam

After completing all of the module exams you will be ready to take the 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

Attendance is defined as watching the lecture videos. A random sampling of 5 lectures is used to calculate attendance. A deduction of 1% for each missed lecture.

Grading scale: (no +/-)

Grades are assigned relative to class ranking. The target class GPA is 2.3 with letter grades awarded as follows.

Class Percentile Ranking

A	85-100	Comprehensive Final Exam*	35%
B	55-84.9	Midterm Exam (Average of 2)*	30%
C	25-54.9	Homework (Average of 13)*	20%
D	5-24.9	Time Value of Money Spreadsheet	10% 10%
F	0-4.9	Attendance (lose 1% per absence)	5%

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.

The percentiles represent the lower bounds of the grade distribution. That is, your actual grade will be the higher of the above percentiles or the traditional 90% or higher of points earned=A,

80%-90% of points earned=B, 70%-80% of points earned =C, 60%-70% of points earned, and below 60%=F. Think of the percentile ranking as a curve.

Peer Feedback and Discussions

Students will be assigned into groups of three to four students. The goal of the groups is to encourage discussion and collaboration on home works and practice quizzes (not midterm tests and the final exam). Note: Students are encouraged to help and solicit help in preparing for midterm tests and the final exam. However, the midterm and final exams are to be completed individually without assistance from groupmates 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 within 10 days of the due date.

MyFinanceLab is accessible via Blackboard. 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 chapter quizzes. Chapter quizzes, module tests 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

The exam dates are posted here so please make work and personal arrangements to attend, Exams will not be given early but may be taken late with a penalty. The penalty is a 5% reduction per day after the posted exam date. For example, the maximum score on an exam taken two days late is 90%. Make-up exams must be taken within 7 days of the exam date. The homework assignments may be retaken at any time prior to midnight the day before the final exam 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 watching the instructor created lectures (approximately two hours per module), watching any informational videos and movies, reading required materials, completing assignments, preparing for quizzes and exams, etc.

Testing Information

There will be two online or in-person proctored midterm exams and one comprehensive final exam throughout the course of the semester.

(Please reference the course schedule for exact dates.)

- The midterm exams are found within MyFinanceLab and are comprised of questions that must be completed within 110 consecutive minutes. The exams 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). The final is also found within MyFinanceLab and is comprised of questions that must be completed

within 145 consecutive minutes. The midterms and the final cannot be opened, saved, and returned to at a later time.

- 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 exams. 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](https://www.proctoru.com/students/)

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 exams. The location will be determined at a later date.

Topic Coverage

Module	Chapter	Topic/Quiz/Exam	HW and Exam Due Dates
Module 1	1	Managerial Finance	1/18
	2	Financial Market Environment	1/25
Module 2	3	Financial Statements and Tools	2/1
	4	Cash Flow and Financial Planning	2/8
	5	Time Value of Money	2/22
		Midterm 1 Exam (5:30 pm)	2/23
Module 3	6	Interest Rates and Bonds	3/1
	7	Stock Valuation	3/8
Module 4	8	Risk and Return	3/22
	9	Cost of Capital	3/29
		Midterm 2 Exam (5:30 pm)	3/30
Module 5	10	Capital Budgeting Techniques	4/5
	11	Capital Budgeting and Cash Flows	4/19

Module	Chapter	Topic/Quiz/Exam	HW and Exam Due Dates
Module 6	12	Capital Structure and Leverage	4/26
	13	Dividend and Payout Policy	5/3
		Final Exam (5:30pm)	5/4

Key Dates:

April 22nd TVM Spreadsheets Due

May 4th Tentative. 5:30-8:00 pm. Final Exam (Note: Common time exam – location to be announced)

Religious Holidays

Students who anticipate being absent from class due to a major religious observance must provide a written notice of the date(s) and event(s) by the second meeting.

University and College Policies:

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.

All students are expected to pursue their scholastic careers with honesty and integrity. It is the philosophy of this Department, this instructor, and 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. "Academic 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, Part One, Chapter VI, Section 3, Subsection 3.2, Subdivision 3.22) Institutional procedures regarding charges of academic dishonesty are outlined in Part II, Chapter 2, of the Handbook of Operating Procedures of The University of Texas at Arlington. Copies of the Handbook are available at more than 75 locations on campus, including the Student Congress office, the Library, and the Finance/Real Estate Department office.

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>

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. 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://wweb.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). 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.

Counseling and Psychological Services, (CAPS) www.uta.edu/caps/ or calling 817-272-3671. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability or by calling the Office for Students with Disabilities at (817) 272-3364.

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.

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>.

Student Feedback Survey

At the end of each term, students enrolled in classes categorized as “lecture,” “seminar,” or “laboratory” shall be 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 enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit <http://www.uta.edu/sfs>.

Final Review Week

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.

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/>

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, which is located immediately outside the main entrance to this room. 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.

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