

**University of North Texas at Dallas**  
**Fall 2015**  
**SYLLABUS for Distance Learning**

<b>Department of Business Administration</b>		<b>Division of School of Business</b>	
<b>Instructor Name:</b>	<b>Mostafa Malki</b>		
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<b>Office Hours:</b>	<b>Monday and Wednesday 10:00am to 4:00pm and by appointment</b>		
<b>Classroom Location:</b>	<i>Hybrid</i>		
<b>Class Meeting Days &amp; Times:</b>	<b>Hybrid</b>		
<b>Course Catalog Description:</b>	Tools and techniques used and proposed in corporate financial management. Analysis of the investment and financing decisions and the environment in which such decisions are made are covered in readings, case problems and class discussion.		
<b>Prerequisites:</b>	ACCT 5020, FINA 5040, ECON 5000, MATH 1190, BCIS 5090, DSCI 5010 or equivalent. Students with 15 credit hours of approved undergraduate finance courses may elect to substitute another 5000-level finance course for this course subject to the approval of the FIREL department master's advisor. DSCI 5180 and ACCT 5130 are recommended.		
<b>Required Text:</b>	- Financial Management: Concepts and Applications by Stephen Foerster, ISBN-10: 0133578089 • ISBN-13: 9780133578089. Prentice Hall - Access Card to MyFinanceLab		
<b>Access to Learning Resources:</b>	UNT Dallas Library: phone: (972) 780-3625; web: <a href="http://www.unt.edu/unt-dallas/library.htm">http://www.unt.edu/unt-dallas/library.htm</a> UNT Dallas Bookstore: phone: (972) 780-3652; e-mail: <a href="mailto:1012mgr@fhcg.follett.com">1012mgr@fhcg.follett.com</a>		
<b>Course Goals or Overview:</b> The goals of this course are as follows -			
	Analysis of the investment and financing decisions and the environment in which such decisions are made		
<b>Learning Objectives/Outcomes:</b> At the end of this course, students will be able to:			
1	understand financial statements		
2	measure financial performance		
3	calculate a business cash-flow		
4	project financial requirements and manage growth		
5	make investment decisions using the concept of time value of money		
6	understand long-term financial instruments		
7	Assessing the cost of capital		
8	understand financing and payout decisions		
9	Design an optimal capital structure		
10	measure and create value		

**Online/Hybrid Course Outline**

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated in class or via class email or Blackboard announcement. Additional readings and activities may be added, these will be noted in the Readings and Activities/Assignments sections.

<b>TOPICS</b>	<b>TIMELINE</b>
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1. Overview of Financial Management	Jan 19 - Jan 24
2. Sizing Up a Business: A Non-Financial Perspective	Jan 19 - Jan 24
3. Understanding Financial Statements	Jan 25 - Jan 31
4. Measuring Financial Performance	Jan 25 - Jan 31
5. Managing Day-To-Day Cash Flow	Feb 1 - Feb 7
6. Projecting Financial Requirements and Managing Growth	Feb 1 - Feb 7
<b>Exam 1</b>	
7. Time Value of Money Basics and Applications	Feb 8 - Feb 14
8. Making Investment Decisions	Feb 8 - Feb 14
9. Overview of Capital Markets: Long-Term Financing Instruments	Feb 15 - Feb 28
10. Assessing the Cost of Capital: What Investors Require	Feb 15 - Feb 28
<b>Exam 2</b>	
11. Understanding Financing and Payout Decisions	Feb 29 - Mar 6
12. Designing an Optimal Capital Structure	Feb 29 - Mar 6
13. Measuring and Creating Value	Mar 7 - Mar 11
14. Comprehensive Case Study: Wal-Mart Stores, Inc.	Mar 7 - Mar 11
<b>Final Exam</b>	

## Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

**Weekly Quizzes: 20%**

**Exams: 50% (25% each)**

**Final Exam: 30%**

### Grading Matrix:

Activities/Assignments	Value (percentages)
<b>Weekly Quizzes</b>	20%
<b>2 Exams (25% each)</b>	50%
<b>Final Exam</b>	30%
<b>Total:</b>	<b>100%</b>

### Grade Determination

**A = 90% or better**

**B = 80 – 89 %**

**C = 70 – 79 %**

**D = 60 – 69 %**

**F = less than 60%**

## University Policies and Procedures

### Students with Disabilities (ADA Compliance):

Chapter 7(7.004) Disability Accommodations for Students

The University of North Texas at Dallas makes reasonable academic accommodation for students with disabilities. Students seeking accommodations must first register with the Disability Services Office (DSO) to verify their eligibility. If a disability is verified, the DSO will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, DSO notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet/communicate with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Disability Services Office website at <http://www.untDallas.edu/disability>. You may also contact them by phone at 972-338-1777; by email at [UNTDdisability@untDallas.edu](mailto:UNTDdisability@untDallas.edu) or at Building 2, room 204.

#### Blackboard Learn Accessibility Statement:

University of North Texas at Dallas is committed to ensuring its online and hybrid courses are usable by all students and faculty including those with disabilities. If you encounter any difficulties with technologies, please contact our ITSS Department. To better assist them, you would want to have the operating system, web browser and information on any assistive technology being used. Blackboard Learn course management system's accessibility statement is also provided: <http://www.blackboard.com/Platforms/Learn/Resources/Accessibility.aspx>

NOTE: Additional instructional technology tools, such as Turnitin, Respondus, Panopto, and publisher cartridge content (i.e. MyLab, Pearson, etc.) may NOT be fully ADA compliant. Please contact our Disability Office should you require additional assistance utilizing any of these tools.

#### **Student Evaluation of Teaching Effectiveness Policy:**

Student's evaluations of teaching effectiveness is a requirement for all organized classes at UNT Dallas. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider students' evaluations to be an important part of your participation in this class.

**Assignment Policy:** (According to the instructor's discretion while working in concert with the division/program's guidelines).

**Exam Policy:** (Online exams and the ability to retake is solely at the instructor's discretion). NOTE: Online exams may be proctored on campus per instructor's discretion.

#### **Academic Integrity:**

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity at [http://www.untDallas.edu/sites/default/files/page\\_level2/pdf/policy/7.002%20Code%20of%20Academic\\_Integrity.pdf](http://www.untDallas.edu/sites/default/files/page_level2/pdf/policy/7.002%20Code%20of%20Academic_Integrity.pdf) for complete provisions of this code.

Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabrication of information or citations, facilitating acts of dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students.

Web-based Plagiarism Detection: Please be aware in some online or hybrid courses, students may be required to submit written assignments to Turnitin, a web-based plagiarism detection service, or another method. If submitting to Turnitin, please remove your title page and other personal information.

## **Classroom Policies**

## **Online Attendance and Participation:**

The University attendance policy is in effect for this course. Class attendance in the Blackboard classroom and participation is expected because the class is designed as a shared learning experience, and because essential information not in the textbook will be discussed in the discussion board. Online presence and participation in all class discussions is essential to the integration of course material and your ability to demonstrate proficiency. .

Attendance for this online or hybrid course is considered when you are logged in and active in Blackboard, i.e., posting assignments, taking quizzes, or completing Discussion Boards. To maintain financial aid award eligibility, activity must occur before the census date of the session or term of the course. Refer to <http://www.untDallas.edu/registrar> for specific dates. If you are absent/not active in the course shell, it is YOUR responsibility to let the instructor know immediately, upon your return, the reason for your absence if it is to be excused. All instructors must follow university policy 7.005 covering excused absences; however, it is the instructor's discretion, as outlined in the course syllabus, of how unexcused absences may or may not count against successful completion of the course

**Inclement Weather and Online Classes:** Online classes may or may not be effected by campus closures due to inclement weather. Unless otherwise notified by your instructor via e-mail, online messaging, or online announcement, students should assume that assignments are due as scheduled.

## **Online "Netiquette:**

In any social interaction, certain rules of etiquette are expected and contribute to more enjoyable and productive communication. Emails, Discussion Board messages and/or any other forms of written communication in the online environment should use proper "netiquette" (i.e., no writing in all caps (usually denotes yelling), no curse words, and no "flaming" messages (angry, personal attacks).

Racial, ethnic, or gender slurs will not be tolerated, nor will pornography of any kind.

Any violation of online netiquette may result in a loss of points or removal from the course and referral to the Dean of Students, including warnings and other sanctions in accordance with the University's policies and procedures. Refer to the Student Code of Student Rights Responsibilities and Conduct at <http://www.untDallas.edu/osa/policies>. Respect is a given principle in all online communication. Therefore, please be sure to proofread all of your written communication prior to submission.

## **Diversity/Tolerance Policy:**

Students are encouraged to contribute their perspectives and insights to class discussions in the online environment. However, offensive & inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Dean of Students as the instructor deems appropriate.

**Technology Requirements:** In order to successfully access the materials in an online or hybrid course, UNT Dallas advises that your computer be equipped with the minimum system requirements.

Blackboard Learn 9.1 is the platform software for this course. Blackboard Learn supports major web browsers such as Windows Internet Explorer, Apple Safari, Mozilla Firefox, and Google Chrome. However, since the latter two are updated continually, some recent versions may not be compatible. If you experience difficulty accessing or using components of the course, try using Internet Explorer. Also, no matter what browser you use, always enable pop-ups. For more information see:

- <http://www.untDallas.edu/dlit/ecampus/requirements>
- [https://help.blackboard.com/en-us/Learn/9.1\\_SP\\_12\\_and\\_SP\\_13/Student/040\\_Browser\\_Support\\_for\\_SP\\_13](https://help.blackboard.com/en-us/Learn/9.1_SP_12_and_SP_13/Student/040_Browser_Support_for_SP_13)
- [https://learn.unt.edu/bbcswebdav/institution/BrowserCheck/check\\_full.html](https://learn.unt.edu/bbcswebdav/institution/BrowserCheck/check_full.html)