

University of North Texas at Dallas

Summer 2013 (5W1)

SYLLABUS

Version 2.3 6/1/13

FINA 3770D Finance 3-Hrs

Department of		Business		Division of		Business and Public Leadership	
Instructor Name:		David J. Wozniak, MBA					
Office Location:		Founders Hall (DAL 2), 305 (Adjunct Faculty Office)					
Office Phone:		(972) 492-9644					
Email Address:		David.Wozniak@unt.edu					
Office Hours:		By appointment and adjacent to my class times as follows: Tuesdays & Thursdays: 4:00 to 6:00 PM. <i>(Be sure to re-check the Office Hours area in the Professor Info area of eCampus for any mid-semester changes as office hours information in this syllabus file will not be updated during the semester if they are changed.)</i>					
Virtual Office Hours:		With advance notice Skype: David-Wozniak					
Classroom Location:		Founders Hall (DAL 2), Room 336					
Class Meeting Days & Times:		Tuesdays & Thursdays 6:00pm to 9:50pm (June 4 to July 2; No class meeting on Thursday July 4 (national holiday) or Friday, July 5 (no class meeting, online final instead)					
Course Catalog Description:		Overview of money and the banking system; interest and present value calculations; financial information; analysis and financial decision making; security markets.					
Prerequisites:		Completion of pre-business requirements, including ACCT 2010 and 2020 or equivalent with grades of C or better, or consent of department					
Co-requisites:		None					
Required Text:		<p>Financial Management Concepts. Brooks, Raymond. Pearson. 2e. ISBN-13: 978-0-13-292586-0 (Book bundle including the Pearson MyLab electronic access card) ISBN-13: 978-0-13-267103-3 (For book renters: Book by itself <u>without</u> a MyLab access card)* <i>*MyLab electronic access is required for homework and quizzes.</i> MyLab access has an ISBN-13: 978-0-13-289238-4 (this is access card separate from textbook and it can also be purchased online instantly, see http://www.myfinancelab.com/) Note that both loose-leaf and eTextbook options are available for this textbook.</p>					
Recommended Text and References:		Wall Street Journal (discounted student subscription has full online access and tablet/smart phone versions included). Free access at local city libraries (not at UNT-D). Student subscription available for less than \$20 (for summer semester only). Paid online now via credit or debit card—see eCampus for exact registration web link (in Assignments or Web Links areas) and further instructions.					
Access to Learning Resources:		UNT Dallas Library: phone: (972) 780-3625; web: http://www.unt.edu/unt-dallas/library.htm UNT Dallas Bookstore: phone: (972) 780-3652; e-mail: 1012mgr@fhcg.follett.com					
Course Goals or Overview:							
This course will teach you the terminology and systematic methodology involved in making business financial decisions. If you are preparing for a career in areas other than finance, then the material will furnish you with knowledge of how financial implications impact the firm and how financial constraints will limit your decisions. If you are planning on advanced study in finance, then the course material will furnish you with a solid foundation in conceptual and quantitative materials for successful completion of advanced courses. (While the course does touch on some aspects of personal finance (stock and bond investing),							

	students are strongly urged to take a separate personal finance course or use not-for-profit community education resources—see Web Links in eCampus.)
Learning Objectives/Outcomes: At the end of this course, the student will:	
1	Have an introduction to financial management: What it is, goal of firm, types of businesses, time value, cash flows and taxes, agency problems, efficient capital markets, diversification, etc.
2	Understand financial markets and interest rates: Types of financing used by firms, why financial markets exist, investment banker role, inflation and interest rates, theories of interest rates, how firms raise money, how the NYSE and other stock exchanges work
3	Understand the mathematics of finance (also known as Time-Value of Money or TVM): present value (PV), future value (FV), annuities and annuities due, lump sums, perpetuities, loan amortization and the use of a financial calculator and spreadsheet program to compute these
4	Recognize risk and rates of return: risk of individual assets in portfolio, diversification, market/diversifiable risk, relation of risk and return, beta, and implications for investors [I will use many real-world examples from Yahoo Finance and the Wall Street Journal.]
5	Understand bond valuation: different kinds of, reading Wall St. Journal quotes, basic valuation process, finding maturity, yield to call, important relationships and importance to investors
6	Understand stock valuation: Common and preferred stocks, expected rate of return, required rate of return, model assumptions and limitations, reading and interpreting stock quotations
7	Know cash flow estimations and capital budgeting techniques: learn why finding profitable investment opportunities is so difficult, role of taxes, depreciation on initial outlays, operating cash flows and terminal cash flows on long-term investments, evaluation of capital investments using Net Present Value (NPV), Internal Rate of Return (IRR), Profitability Index, Payback Period, conflicts between IRR and NPV and how to resolve, capital budgeting and relationship to shareholder wealth maximization
8	Know cost of capital: what is it and how to determine it, how does it play a role in decisions made by financial managers, computation of both cost of debt and preferred/common stock capital and how these combine for overall costs, applicable tax laws
9	Understand leverage: analysis and impact of it, difference between business and financial risk, break-even analysis/break-even point and its assumptions/implications, differences between operating, financial, and combined leverage. Computation of these and their implications for decision making

Course Outline

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated in class and often via an E-Campus announcement.

TOPICS	TENTATIVE TIMELINE
Course Part 1: Chapters 1 & 2: Financial Management & Statements	Week 1: Class #1 - 6/04 Tue
Chapters 3 & 4: Time Value of Money	Week 1: Class #2 - 6/06 Th
Exam 1: Chapters 1-4, WSJ article summary, Discussion #1 (wealth) due	Week 2: Class #3 – 6/11 Tue
Course Part 2: Chapter 5: Interest Rates	Week 2: Class #3 – 6/11 Tue
Chapters 6 & 7: Bonds & Bond Valuation; Stocks & Stock Valuation	Week 2: Class #4 – 6/13 Th
Chapters 7 (continued) & 8: Risk & Return	Week 3: Class #5 – 6/18 Tue
Chapters 8 (continued) & 9: Capital Budgeting + NPV/IRR Excel Assignment due	Week 3: Class #6 – 6/20 Th
Exam 2: Chapters 5-9, WSJ article summary, Discussion #2 (stocks) due	Week 4: Class #7 – 6/25 Tue
Course Part 3: Chapters: 10 & 11: Cash Flow Estimation & Cost of Capital	Week 4: Class #8 – 6/27 Th
Chapters: 12 & 13: Forecasting/Short-term Financial Planning & Working Capital Management; Review; All extra credit due by midnight.	Week 5: Class #9 – 7/02 Tue
Final Exam 3 (Online—no class meeting) – Chapters: 10-13, Not fully comprehensive (some key course elements/concepts like TVM may be tested again)	Week 5: “Class” #10 – 7/05 Fri

Course Evaluation Methods

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

Exams – *written tests designed to measure knowledge of presented course material*

Assignments – *online & Excel assignments designed to supplement and reinforce course material*

Class Participation – *daily attendance and participation in class activities/group-work*

Grading Matrix: *Note: Visual learners may want to use the “Visual Layout of Semester Grading” diagram in eCampus instead.*

Instrument	Value (points)	Total
Exams with WSJ article summary paper	(3) at 300 points each. Exam itself is 285 points. WSJ article summary is 30 points total split between the 15 required points (to make the exam grade add to 300) and 15 extra credit points	900
Attendance	1-3 points added/deducted within each exam grade. Each class period in the summer counts as 3-units, missing 0 or 1 unit earns 3 extra points, missing 2 or 3 units earns 1 point, missing more than 3 units (one full summer class) earns 0 extra points.	
Homework, Online	In Pearson MyLab. http://pearsonmylab.com	210
Homework, Excel Capital Budgeting (NPV & IRR)	Instructions/video in eCampus. Starting template and submission all done in eCampus.	25
eCampus Discussion Posts	(2) at 10-points each; 8-points for original thought, 1-point each for the two peer responses required. First discussion is on wealth-building, second is on stock investment ideas using professional investment e-resources that UNT Library subscribes. Original thought thread/posting is due two days before the two peer response postings are due. Response postings are due before midnight of exam day.	20
Participation (in-class case work, etc.)	(3) 15-point blocks clustered with each exam grade. You must be in class—use extra credit to offset missing class	45
Various as announced.	Extra credit.	25
Total:		1,200

Course Letter Grade Determination:

A : 1200 – 1080 pts; i.e. 90% or better

B : <1080 – 960 pts; i.e. 80 – 89 %

C : < 960 – 840 pts; i.e. 70 – 79 %

D : < 840 – 720 pts; i.e. 60 – 69 %

F : < 720 pts; i.e. less than 60%

Course letter grade round-up policy: If you are one or two points from the next higher letter grade, you must have a minimum of 40 extra credit points to be considered for round-up to the higher letter grade. Example: 1,078 points is $1,078/1,200 = 89.8\%$ (or a B). If there is sufficient extra credit, I will assume you are a deserving student and are just happen to be short one or two points due to a small amount of random variation. (Hint: These 40 points are not that difficult to earn either if you complete all WSJ papers.)

Professor Policies

Assignment Policy:

Please be sure to follow the instructions provided in class and/or eCampus for given class work and homework. You must properly credit the source of information in any paper you write—failing to do so is academic dishonesty. (Be very careful with copy-and-paste when writing especially your article summaries). I do read your work and report dishonesty!

Exam Policy:

Exams are to be taken as scheduled. You should bring a financial calculator but you may not bring a programmable/scientific one. You may create a formula sheet. It must be one-sided and your own (no copies of

others') and it must be turned in with your exam—you may take it back when exam is returned. You must mark erasures on your Scantron as shown in class on exam days otherwise you may not claim the form was misgraded. I also image Scantrons before return. Exams must be turned back in to me in the class period they are returned to you for you to examine them for errors/problems. You may not have electronic devices other than your financial calculator on your desktop during the exam—no use of cell phones/texting is permitted whatsoever (I will assume you are cheating and take your exam). On exam days, you must not have a Bluetooth earpiece in your ear or a hat that restricts my ability to see where your eyes are.

Makeup examinations are usually not given. Instead, the final exam grade will be substituted for the missing exam grade. Such accommodation will only be permitted given suitable documented emergencies (See Student Handbook).

E-Campus/Blackboard Learn:

Additional materials and downloadable homework files are provided here. If weather interrupts classes, additional work or video lecture may be provided via E-campus. Be sure to check the system before each class and over the weekend. You must use <http://learn.unt.edu> to access it.

Food and Drink in Classroom:

Food is generally discouraged as it can be distracting to other students or create a maintenance headache if dropped. If you perhaps must come to class directly from work and need to eat in class to be alert, please visit with me early in the semester about this. The only drink allowed is water—most other stuff stains the carpet when accidentally spilled and is therefore prohibited.

Portable Computer/Tablet Use in Classroom:

Portable information technology appliances (tablet or laptop computers) may not be used in a manner that distracts other students their learning experience. Generally, this means that these devices should be used for note-taking or groupwork. Other use tends to attract the eyes of other learners as the screen changes (which periodically causes complaints to the instructor, e.g. "So and so is looking at a dozen Facebook pages"). As also mentioned in the Exam section above, computers, programmable calculators, and the like are prohibited on exam days.

Cell Phones/Other Devices:

Cell phones must be set on vibrate or off so as to not create a distraction. After the first time, a student interrupting class with a cell phone or other device will lose any exam bonus points for good attendance.

Incomplete Grade:

Documented extraordinary circumstances (like pregnancy, surgery, etc.) may warrant assigning an incomplete (an "I") grade. This is done per university policy.

University Policies and Procedures

Students with Disabilities (ADA Compliance):

The University of North Texas Dallas 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 new federal legislation entitled Americans with Disabilities 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 a faculty member, 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 faculty of their need for accommodation and in providing authorized documentation through designated administrative channels. For more information, you may visit the Student Life Office, Suite 200, Building 2 or call 972-780-3632.

The Department of Urban and Professional Studies is committed to full academic access for all qualified students, including those with disabilities. In keeping with this commitment and in order to facilitate equality of educational access, faculty members in the department will make reasonable accommodations for qualified students with a disability, such as appropriate adjustments to the classroom environment and the teaching, testing, or learning methodologies when doing so does not fundamentally alter the course.

If you have a disability, it is your responsibility to obtain verifying information from the Office of Student Life and to inform me of your need for an accommodation. Grades assigned before an accommodation is provided will not be

changed. Information about how to obtain academic accommodations can be found in UNTD Policy 7.004, [Disability Accommodations for Students](#), and by visiting Student Life, building 2, Suite 200. 972-780-3632, studentlife@unt.edu.

Student Evaluation of Teaching Effectiveness Policy:

The Student Evaluation of Teaching Effectiveness (SETE) is a requirement for all organized classes at UNT. 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 the SETE to be an important part of your participation in this class.

Academic Integrity:

Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of conduct and Academic Dishonesty 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 Conduct at http://www.unt.edu/csrr/student_conduct/index.html for complete provisions of this code.

Bad Weather Policy:

On those days that present severe weather and driving conditions, a decision may be made to close the campus. In case of inclement weather, call UNT Dallas Campuses main voicemail number (972) 780-3600 or search postings on the campus website <http://dallas.unt.edu>. Students are encouraged to update their Eagle Alert contact information, so they will receive this information automatically.

Attendance and Participation Policy:

The University attendance policy is in effect for this course. Class attendance 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 class. The dynamic and intensive nature of this course makes it impossible for students to make-up or to receive credit for missed classes. Attendance and participation in all class meetings is essential to the integration of course material and your ability to demonstrate proficiency. Students are responsible to notify the instructor if they are missing class and for what reason. Students are also responsible to make up any work covered in class. It is recommended that each student coordinate with a student colleague to obtain a copy of the class notes, if they expect to be absent.

I will award some bonus points for perfect attendance as part of class participation. Specifically, I am rewarding your presence in class both for your benefit and your availability to assist your peers in group activities/coaching.

Attendance is measured only by the presence of your name on the sign-in sheets passed out at the beginning of class, at the end of class, and perhaps during the middle of class (in 5W1 or 5W2 semesters). Often, completion of any group work (showing your handwritten name) is used in place of a second (or third) sign-in sheet.

There is no "but I was really there that day." It remains your responsibility to sign yourself in and complete all group work. (A few times a year, these points DO make a difference in pushing one up to the next higher course letter grade.) If late and the sign-in sheet has passed, it is your responsibility to assure that you see me to sign yourself in as tardy (gaining half-unit credit)—for example, 2.5 units for the class versus 3.0 units (5 week classes). No emails saying "I forgot to sign in" please.

Diversity/Tolerance Policy:

Students are encouraged to contribute their perspectives and insights to class discussions. However, offensive & inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual orientations, religious groups, genders/gender identities, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Center for Student Rights and Responsibilities as I deem appropriate.

Eagle Connect Account:

All students should activate and regularly check their EagleConnect (email) account. EagleConnect is used for official communication from the University to students. Many important announcements for the University and College are sent to students via EagleConnect. For information about EagleConnect, including how to active an account and how to have EagleConnect forwarded to another e-mail address, visit <https://eagleconnect.unt.edu>