

FINANCE 3770-90

Financial Management
Spring 2013 COURSE SYLLABUS AND SCHEDULE

- Instructor:** Ammar Qashshu
- Office:** Founders (Dallas 2) Room 305
- Class time-location:** Saturday. 10:00 AM – 12:50 PM. Founders (Dallas 2) Room 306.
- Office Hours:** **By Appointment:** Saturday, 1:00 – 2:00 PM.
- Course prerequisite:** ACCT 2010 and 2020 with a grade of C or better.
- Course description:** Overview of money and financial information; interest and present value calculations; analysis and financial decision-making.

Required Materials:

1)

CHOOSE Textbook Option A OR B below

A. Bundle: Hardcover Text Book and CENGAGENOW internet Access Code. Fundamentals of Financial Management, Author: Brigham and Houston. Concise 7th Edition. South-Western Cengage Learning.

B. Bundle: E-Book Text Book and CENGAGENOW internet Access Code. Fundamentals of Financial Management, Author: Brigham and Houston. Concise 7th Edition. South-Western Cengage Learning.

1. Connect to <http://login.cengagebrain.com/>
2. **If you already have an account, sign in.** From your Dashboard, enter your course key (**5EJ3-VK9U-SC4Z**) in the box provided, and click the *Register* button.
3. **If you don't have an account,** click the *Create a New Account* button, and enter your course key when prompted: **5EJ3-VK9U-SC4Z**. Continue to follow the on-screen instructions.

2) **Financial Calculator:** BA II PLUS by Texas Instruments.

Point Distribution: Course grades will be assigned based on the total number of points earned during the semester. Points are allocated according to the following:

Homework	100
Participation	100
Quizzes	100
EXAM I	400
EXAM II	400
EXAM III	400
Total Points	1500

Points to achieve a certain letter grade will be as follows:

>=1350 = A, 1200–1349 = B, 1050–1199 = C, 900–1049 = D, Less than 900 = F

Note: All HW's, Exams, and some Quizzes will be administered through CENGAGENOW website.

Rules:

- a. **Phones and Laptops:** When you are in class, your Laptops, cellular phones, I-phones, Blackberries, etc. are to be turned off and/or put away. **Texting** during class is unacceptable.
- b. **Class Participation:** I expect, that you will read the assigned text material before the class meeting during which a chapter is scheduled to be discussed. Please come to class prepared to ask questions regarding any concepts from the chapter that you do not understand. **Participation grade will be based on your active participation in class.**

CengageNow Web Site: Along with your course textbook you will need to purchase access to CengageNow online package. CengageNow web site provides you with a large set of problems with which to practice the concepts we will discuss in this course. Practice is the key to success in finance. Consistent use of the features of CENGAGENOW provides you with a superior tool with which to work for success in this course. I urge you to make use of the system to the fullest extent possible.

Exams: Three exams will be administered during the semester as per the attached course schedule. Exams will cover material from specific chapters as noted on the class schedule.

- a. It is required that you take each of the Exams in this course.
- b. When you take an Exam, the grade will be recorded and CANNOT be dropped.
- c. If you miss an Exam a zero will be recorded.
- d. If you miss an Exam and have an excused absence, your score on exam III will replace the previously recorded zero. This substitution can occur for only one missed exam. Any other missed exam (regardless of the reason for missing the exam) will retain the recorded score of zero. **Make-up exams are not given.**
- e. The Exam dates are listed on the attached Class Schedule. Please be advised that the dates are **subject to change**. Any change will be announced in class.
- f. Should you have to miss an exam, it is your responsibility to notify me **BEFORE** the exam takes place.

Quizzes:

- On a random basis during the semester.
- Quizzes will be given during class meetings or on line.
- In class quizzes may be given at any time during class period (beginning, middle, or end).
- If you are not in your seat in the classroom when the quiz begins, you will not be allowed to take the quiz. No make-up quizzes will be given.

Homework Problems:

- All HW Assignments will be administered through CENGAGENOW website.
- Each homework assignment must be completed by the time and date indicated on the CENGAGENOW site.

CLASS ATTENDANCE: Regular attendance and quality class preparation are essential elements for your success in this course. The subject matter in this course is not extremely difficult but may be new to most students. Therefore, to fully understand this material you should avail yourself of all of the text resources, as well as class discussions. Past experience suggests that your course grade is highly correlated with the level of your class attendance.

I will record attendance at each class meeting. **Perfect attendance, class discussion, and participation will be a base for any extra credit to be awarded (on my discretion) to round up your final grade to the next letter grade.**

ABSENCES BASED ON RELIGIOUS BELIEFS: A student who misses an examination or other assignment due to the observance of a religious holy day will be given the opportunity to complete the work missed. To be eligible for this opportunity, the student must notify me in writing of exams scheduled on dates he or she will be absent to observe a religious holy day. Notification must be made within the first five (5) calendar days of the semester by written correspondence, delivered to me, and acknowledged as received by me.

CHEATING: Honesty and integrity are very important characteristics of an accountant or any business person. Failure to perform within the bounds of accepted ethical standards is sufficient grounds for your discontinuance in this course with a grade of F and could lead to expulsion from the University. Failure to abide by the university's rules regarding academic dishonesty will not be tolerated in this course. University policy regarding this matter is a part of the UNT Code of Student Conduct and Discipline and can be found in the UNT Policy Manual, Vol. III, No. 18.1.11, and in the Student Handbook. The university's recently revised academic integrity policy can be found at <http://vpaa.unt.edu/academic-integrity.htm>.

WITHDRAWALS: Review the academic calendar for Last day to drop with an automatic grade of W. Consult your academic advisor prior to the above dates if you are considering dropping.

AMERICANS WITH DISABILITIES ACT (ADA): If you are a student who requires accommodations in compliance with the ADA, please consult with me during the first week of the semester. As a faculty member, I will provide "reasonable accommodation" to any student with a disability, so as not to discriminate on the basis of that disability. It is your responsibility to inform me of the disability at the beginning of the semester and provide me with documentation authorizing the specific accommodation. UNT's Office of Disability Accommodation (ODA), is responsible for verifying and implementing accommodations to ensure equal opportunity in all programs and activities. You must contact ODA who will instruct you how to proceed. I recognize that any disclosure by a student of their need for accommodation is extremely sensitive. I assure you that all conversations and other communications will be kept protected and confidential and disclosed only on a need-to-know basis.

ACCEPTABLE STUDENT BEHAVIOR: Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at www.unt.edu/csrr

Please be on time for each class. Your late arrival is a distraction to me as well as to your classmates. Please show everyone the courtesy of arriving timely. Likewise, **your departure from class should be at the same time as your classmates. I am very offended when a student, in the middle of class, simply gathers his or her things and departs. That is rude and is a distraction to your classmates.** If you must leave class early for a meeting or appointment, etc., please do me the courtesy of informing me at the beginning of class.

CANCELLATION OF CLASSES: In the event that weather or other conditions are such that normal campus operations could be impeded, the administration of the University will determine whether classes will be canceled or delayed. Such information will be provided to the local broadcast media and posted on the UNT homepage. If the campus has not been closed, I will hold class. You must use your own judgment with regard to your personal safety in coming to campus.

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Spring, 2013 Class Schedule
Saturday

TOPICS	TIMELINE
Introduction and syllabus	Week 1
Ch. 1: An Overview of Financial Management Ch. 2: Financial Markets and Institutions.	Week 1
Ch. 3: Financial Statements, Cash Flow, and Taxes	Week 2
Ch. 4: Analysis of Financial Statements	Week 3
Ch. 5: Time Value of Money	Week 4
Exam 1: Ch. 1, 2, 3, 4, 5	Week 5
Ch. 7: Bonds and Their Valuation	Week 6
Ch. 8: Risk and Rates of Return	Week 7
Ch. 9: Stocks and Their Valuation	Week 8
Spring Break	Week 9
Ch. 10: The Cost of Capital	Week 10
Exam 2: Ch. 7, 8, 9,10	Week 11
Ch. 11: The Basics of Capital Budgeting	Week 12
Ch. 12: Cash Flow Estimation and Risk Analysis	Week 13
Ch. 13: Capital Structure and Leverage	Week 14
Ch. 15: Working Capital Management	Week 15
Exam 3: Ch. 11, 12, 13,15	Week 16

This schedule is subject to change by the instructor. Over the course of the semester, activities and items may be added, removed, or rescheduled in order to provide more information, improve accuracy, enhance learning, or correct errors.