

SAM HOUSTON STATE UNIVERSITY
College of Business Administration
Department of General Business and Finance

Course Syllabus - Spring 2018
FINANCE 3320
BUSINESS FINANCE

Section:

MoWe 8:00-9:20	Building, Room: SHB 306	Prof: Dr. Robert Stretcher(x43308)
MoWe 11:00-12:20	Building, Room: SHB 306	Prof: Dr. Robert Stretcher(x43308)

Office: Smith-Hutson Building 210E **Email:** fin_rhs@shsu.edu **Website:** Blackboard

	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
Office Hours:	9:30-11	9:30-11	9:30-11		
	<i>Other times by appointment</i>				

Required Text:

Managerial Finance, Analysis and Practice. Interim edition, Stretcher and Gutierrez. 2017.
Available in the LSC Campus Bookstore.

Calculator: A simple scientific calculator will suffice for the course. Although a financial calculator is not required, you may wish to purchase one for future courses where it may be required. This is especially true for finance majors. I suggest either the TI BAII Plus or the HP 10B II. On occasion I may refer to financial calculator functions, in which case I will refer to the TI BAII Plus.

Computer and software: Use of spreadsheets is an element of this course. You need to have access to the PC version of Excel, which is supported by all campus computers, remote access, and available in Office 360, provided to you at no charge through the university. If you have an Apple computer, you will need to run a virtual machine program or use remote access to accomplish some of the tasks. A touch tablet, Ipad, or phone are obviously inadequate. Traditional mouse functions, while not absolutely necessary (if you are able to program equivalent functions), will make life easier. If you need technical product support, bear in mind that your professor is not that support person.

On the Excel skills test day, you need to bring your computer (or borrow one you are familiar with using) to class and be prepared to demonstrate your analytical spreadsheet skills.

Catalog Description: FIN 3320 BUSINESS FINANCE. A study is made of financial principles as applied to management of funds, capital budgeting, sources of funds, techniques of financial analysis, cost of capital, financial leverage, capital structure, forecasting financial needs, management of working capital, financial policies, analysis and regulation of security issues, and international finance. Prerequisites: ACCT 2302 and MATH 1324 or equivalent. Credit 3.

Teaching/Learning Strategies: Delivery of course material will be accomplished through lectures and class exercises.

Course Objectives:

- *Gaining factual knowledge.
- *Learning fundamental principles, generalizations, and theories.
- *Developing specific skills, competencies, and points of view needed by professionals in the fields most closely related to the course.

Learning Objectives:

- *Demonstrate an understanding of the principles of Time Value of Money (TVM)
- * Demonstrate an understanding of the role of the financial manager – including ethics and corporate governance
- * Demonstrate an understanding of cash flow estimation and apply basic capital budgeting methods
- * Demonstrate an understanding of the basics of risk and return
- * Demonstrate an understanding of the basics of corporate financing

Course Requirements:

Ungraded Homework: Selected problems and readings will be assigned. Students are expected to complete assigned problems in a timely manner. These homework problems do not count for a grade; they are assigned primarily to provide practice in preparation for graded homework, quizzes and examinations. Answers will be provided for that purpose. Multiple attempts allowed.

Graded Homework: For each course segment, graded homework will be administered in Blackboard. The objective of the graded homework is to encourage a detailed review of material prior to the exam, and to indicate the character of the questions on quizzes and exams. After the deadline for completing the homework passes, the correct answers to the graded homework will be revealed in Blackboard by clicking on the attempt. Multiple attempts are allowed; the score is based on the last attempt. ***The attempt must be submitted in Blackboard for the score to count.*** Failure to submit your responses will result in a zero. No additional attempts can be initiated after the deadline passes.

Quizzes: Prior to each of the four exams, a timed quiz covering the segment material will be administered in class. These quizzes encourage preparation for the major graded item for the course: in-class exams. After the in-class quiz, the correct answers to the quiz will be revealed in Blackboard.

Examinations: There will be four regular timed examinations during the semester. Exams will contain a conceptual portion in objective and/or written format, and a problems portion presented in a format similar to the problems assigned for homework. Each exam covers only the specified segment of the course. The last exam, administered during finals week, is simply the fourth

exam. It is not comprehensive in that it focuses on the chapters covered since the third exam. However, the course is cumulative in nature; material learned in earlier chapters have application in later chapters, so students should be advised to utilize preparation methods that allow them to retain material from earlier in the course.

In the past, it has been easy to identify those who do not do the preparation for themselves; they are the ones who have stellar online homework scores but do very poorly on the in-class quizzes and exams. Obviously, it is possible for students to collaborate on ungraded homework and graded homework if they are administered in Blackboard, away from any documented accountability. These items, therefore, do not make up a large proportion of your grade. Graded items that can be monitored to assure that the work is indeed the student's own are the in-class quizzes and examinations. Obviously, allowing someone else to assist with homework undermines its purpose: to prepare you for major graded items. Learning for yourself is strongly encouraged.

Grading System:

Examinations	80%20% each (four exam grades)
Homework Average	5%	
<u>Quiz Average</u>	<u>15%</u>	
	100%	

Grade Adjustments:

All items count. Please make sure you do not schedule other activities during a timed quiz or test. Missing a timed quiz or test, or submitting homework after established deadlines will result in zero credit. There is no extra credit, bonus credit, grade curving, dropping F's or zeros, or other gimmicks for the purpose of inflating your earned average for the course.

Grading Scale: A: 89.5-100 B: 79.5-89.4 C: 69.5-79.4 D: 59.5-69.4 F: below 59.5

Incompletes: The grade of incomplete will be recorded at the end of the semester in the event a student experiences an unavoidable and excused delay in completion of the semester requirements for the course. Prior to the final exam, the student **MUST** submit, in writing, a justification for the incomplete, which is subject to your instructor's approval. If accepted, the student must arrange with the instructor a work schedule that will satisfy requirements within a specified time period. Failure to arrange any of these details will result in a regular grade being recorded for the student, reflecting zero credit for any work not performed. The grade of incomplete is **NOT** considered for students having academic difficulty meeting course requirements, nor for poor performance in the course.

Attendance Policy: Attendance is necessary and expected. If you are unable or unwilling to commit to taking the class, it is advisable to wait until you are able to make the commitment. Attendance will be taken at all class meetings. Absences from class, for any reason (elective,

medical, emergency, etc.), will be counted except in the case of extended illness, where exceptions may be considered.

Students are allowed up to three weeks (six class periods for a MW or TR class, nine class periods for a MWF class, three class periods for an evening class) of absences without penalty. Beyond the allowed absences, the grade of "F" will be recorded for the student. Students unable or unwilling to accomplish reasonable attendance (those who will likely exceed the absence limit) are encouraged to enroll during a semester and in a section when they will be able and willing to attend the class.

Tardiness will count as one-half absence. If a student is tardy, it is their responsibility to inform the professor at the end of the class period. Failure to do so will result in the tardy counting as an absence. If you are not able to come to class on time, it is strongly advisable to switch sections or take the class in another semester when you will be able and willing to come to class on time.

Online Activity Policy: Your consistent attention to the course content, requirements, and frequent announcements via email and Blackboard postings is necessary and expected.

Americans with Disabilities Act:

(See <http://www.shsu.edu/academics/syllabus-guidelines/index.html>)

Student Absences on Religious Holy Days Policy:

(See <http://www.shsu.edu/academics/syllabus-guidelines/index.html>)

Academic Misconduct:

(See <http://www.shsu.edu/academics/syllabus-guidelines/index.html>)

This syllabus is valid for spring semester 2018. A schedule of topical coverage and semester highlights is available at the class website (Blackboard).