I. Catalog Description

Analytical concepts available to financial manager in acquisition and effective utilization of funds in relation to other management functions.

II. Required Background and Course Description

A. Prerequisites:
   - Business Majors: ECO 2013, ECO 2023, STA 2023, ACG 2071, MAC 2233
   - Non-Business Majors: MAC 1105, STA 2023, ECO 3003

A. Expanded Description of the Course: The course provides a framework of financial management at the introductory level. It is taught from the viewpoint of a corporate financial manager trying to maximize stockholder wealth. Topics include financial statement analysis, markets and institutions, risk and rates of return, time value of money, bond and stock valuation, cost of capital, capital structure and leverage, dividend policy, and international finance. Upon successful completion of this course, you should understand: the structure of financial markets; how financial statements are used to analyze a company’s financial strength; the relationship of risk and return; how financial risk is measured; how to calculate and interpret present and future values; basic bond and stock valuation; how to calculate a firm’s cost of capital; how corporations select projects; the determinants of capital structure choice; and, factors that affect dividend policy.

II. Student Learning Outcomes:

After completing this course students should be able to demonstrate an understanding of:

A. The goal of financial management of the firm.
B. Basic financial statements and financial ratios.
C. Time value of money concepts and calculations.
D. The valuation of stocks and bonds.
E. The concepts of risk and return.
F. Capital budgeting basics, including appropriate cash flow estimation.

III. Text


Note: Earlier editions of the textbook are quite similar to the current one. However, if you are a finance major, you will likely need the 12th edition for later classes.
IV. Special or Unique Student Technology:

Access to internet connected computer (eLearning and email). Financial calculator that computes net present value (NPV) and internal rate of return (IRR). (e.g., Hewlett Packard 10B; Texas Instruments BA II+; Texas Instruments TI-83) Tutorials are available in the course for all three models listed above.

V. Instructional Methods:

A. Instructional Methods:
   a. Lecture and Problem Solving: Topics in financial management are discussed in online lectures presented by the instructor. Students are expected to complete analytical problems in conjunction with lecture and solution presentations.

   b. Computer Based Materials: Materials are available through eLearning and/or the instructor’s webpage.

VI. Methods of Evaluating the Outcomes:

A. Evaluation tools: Grading weights are shown below. All quizzes and exams are online. Your overall quiz score is calculated as the sum of your ten highest quiz grades (there are twelve quizzes: the two lowest scores are dropped). Exam 1 covers material from the beginning of the course until the exam date. Exam 2 covers material after Exam 1 until the end of the course. The Final Exam is comprehensive covering all material from the course.

   **GRADING WEIGHTS**

   | Exam 1     | 25%** |
   | Exam 2     | 25%** |
   | Quizzes (10 highest) | 15%* |
   | Final Exam | 35%** |

Grading Scale: The grading scale is a 10-point scale with +/- grading.

*Each online quiz may be taken up to four times. The highest score is retained for grading purposes. The quizzes change each time they are opened. Quiz questions are randomly selected from the associated database.

**Corresponding sample exams exist for all exams. Sample exams are provided as study aides. Sample exam scores cannot lower your overall course grade, but they can help your grade. If your highest score on the sample exam is greater than your corresponding exam score, your exam score will be calculated as: Exam Score = (1/4)(Sample Exam Score) + (3/4)(Original Exam Score).

There is no extra credit in this course beyond that explicitly stated in the course syllabus or announced to all class members by the instructor. I reserve the right to “curve” grades.
B. Administrative Policies

a. Requests for quiz and exam score adjustments must be made in writing (email is fine) within ONE WEEK of grade assignment.

b. Attendance Policy:
   i. **Class Meetings:** There is no face-to-face attendance requirement. Online lectures are available through eLearning. Audio-enhanced solutions are available for all sample problems in the course.
   
   ii. **Scheduled Exams:** If you do not attempt an assignment within its allotted time, you will receive a grade of zero on the missing assignment. Your two lowest quiz grades will be dropped before the quiz total is calculated. All quiz and exam dates are listed in the Tentative Schedule in the Syllabus. There are no makeup quizzes. Makeup exams are available only if your reason for missing the exam is deemed reasonable by the instructor.
   
   iii. **General:** You are responsible for knowledge of any administrative announcements (test information, schedule changes, etc.) that are posted in eLearning or sent to your official UWF email address.

c. Code of Conduct: As members of The University of West Florida academic community, we commit ourselves to honesty. As we strive for excellence in performance, integrity--both personal and institutional--is our most precious asset. Honesty in our academic work is vital, and we will not knowingly act in ways which erode that integrity. Accordingly, we pledge not to cheat, nor to tolerate cheating, nor to plagiarize the work of others. We pledge to share community resources in ways that are responsible and that comply with established policies of fairness. Cooperation and competition are means to high achievement and are encouraged. Indeed, cooperation is expected unless our directive is to individual performance. We will compete constructively and professionally for the purpose of stimulating high performance and standards. Finally, we accept adherence to this set of expectations for academic conduct as a condition of membership in the UWF academic community. (Note: It is your responsibility to read the Student Code of Conduct and conduct yourself accordingly. You may access the current Student Code of Conduct at: [http://uwf.edu/osrr/](http://uwf.edu/osrr/).

**d. Assistance for Students with Special Needs:** Students with special needs should inform the instructor within the first week of the course term of any personal circumstances that may require special consideration in meeting course requirements or adhering to course policies. Students with special needs who require specific examination-related or other course-related accommodations should contact the Student Disability Resource Center, SRDC@uwf.edu, (850) 474-2387. The Student Disability Resource Center will provide the student with a letter for the instructor that will specify any recommended accommodations.
VII. TENTATIVE SCHEDULE: This is a recommended schedule for completing the course at a normal “semester pace.” However, the course is designed to allow you to work at a faster pace if you prefer. All items are available from the beginning of the course and may be completed as soon as you are prepared. If you fall behind the suggested schedule, keep in mind that there are several deadlines that must be met.

You must complete Quizzes 1-6 and Exam 1 by 11:59 pm on 7/1/2010

You must complete Quizzes 7-12 and Exam 2 by 11:59 pm on 8/2/2010.

You must complete the Final Exam by 11:59 pm on 8/6/2010.

All quizzes may be taken up to four times with the highest grade retained. There is no limit on the number of times you may take the sample exams. Exam 1, Exam 2, and the Final Exam may each only be taken one time.

NOTE: Exams and quizzes close at 11:59 pm on the dates shown below.

5/10-14 Introduction, Chapter 1 and Chapters 2 and 6
Chapter 3
Online Quiz 1 - Chapters 1, 2 and 6, and 3 (closes 7/1)

5/17-21 Chapter 4
Online Quiz 2 – Chapter 4 (concepts) (closes 7/1)

5/24-28 Chapters 4 and 17
Online Quiz 3 - Chapters 4 and 17 (closes 7/1)

5/31-6/4 Chapter 8
Online Quiz 4 - Chapter 8 (closes 7/1)

6/7-11 Chapter 5
Online Quiz 5 - Chapter 5 (Concepts and “Lump Sum” Problems) (closes 7/1)
Online Quiz 6 - Chapter 5 (All) (closes 7/1)
Online Exam 1 – Chapters 1, 2, 3, 4, 5, 6, 8, 17 - (Closes 7/1)

6/14-18 24-26 Chapter 16
Chapter 7
Online Quiz 7 - Chapter 7 (closes 8/2)

6/21-25 15-19 Chapter 9
Online Quiz 8 - Chapter 9 (closes 8/2)

6/28-7/2 Chapter 10
Online Quiz 9 - Chapter 10 (Component Costs of Capital) (closes 8/2)
7/5-9     Chapter 10 (continued)
          **Online Quiz 10 - Chapter 10 (WACC) (closes 8/2)**

7/12-16 Chapter 11
          **Online Quiz 11 - Chapter 11 (closes 8/2)**

7/19-23 Chapter 12
          **Online Quiz 12 - Chapter 12 (closes 8/2)**

7/26-8/2 Chapters 14 and 15
          **Online Exam 2 – Chapters 7, 9, 10, 11, 12, 14, 15, and 16 – (Closes 8/2)**

8/3-6     **ONLINE FINAL EXAM – (Closes 8/6)**

**Contacting Me This Summer:**

I will be in and out of my office this summer. The best method of contact is email for “regular”
questions/concerns (rbest@uwf.edu). I will try to check email as often as possible,
but at times there may be a 24-48 hour time lag before I can respond. If you have a
problem that needs immediate attention, first call my office number: 678-839-4812,
then my home number: 770-838-9165 (leave a message if I am not available to take
your call), then my cell number: 678-378-8573. Unless it is an emergency, please
do not call before 8:00 am or after 9:30 pm.