Business Finance (Fina 3313)  
Spring 2017  
Section 003-20492 TR 9:30-10:50am COBA 245E

The course syllabus provides a general plan for the course; deviations may be necessary.

Office: COBA 631  
Instructor: John Adams, Ph.D. Phone: 817.272.2024  
Department Phone 817.272.2528  
E-mail: jcadams@uta.edu (please check the class website and syllabus before sending email).  
Faculty Profile: https://www.uta.edu/profiles/john-adams

Office Hours: 11:00-12:00 TR. I am willing to make appointments if you cannot meet during my office hours. I strongly encourage you to come by and see me if you need to do so.

Graduate Teaching Assistant: Arati Kale  
Office: 622 COBA  
Email: aratidevendra.kale@mavs.uta.edu  
Phone: 817-272-6859

Student Support Services: UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at http://www.uta.edu/universitycollege/resources/index.php

Email Policy: Please check the class website and syllabus before sending emails. I don’t generally answer HW and quiz questions via email. For those types of questions an in-person conversation is preferable. Similarly, I don’t answer emails regarding exam and quiz information as that information is disseminated in class or via webpage.

Prerequisites: Successful completion of ECON 2306, ACCT 2302, MATH 1316, and 60 credit hours.

Description of Course Content: Emphasizes the financing and investment decisions of the financial manager. Topics include financial markets, asset valuation, capital budgeting, long-term financing, and capital structure.

Student Learning Outcomes: Students who successfully complete this course will be able to:  
- Understand and identify types and sources of operational, business, and financial risk  
- Understand the determinants of interest rates and required returns

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- Understand and identify types and sources of operational, business, and financial risk  
- Understand the determinants of interest rates and required returns
- Understand, apply, and evaluate risk and return relationships
- Apply time value of money concepts to personal and corporate financial decisions
- Critically evaluate and make recommendations for various business scenarios including
  - Working capital management
  - Capital budgeting
  - Capital structure choice
  - Corporate financial planning
  - Risk management
- Apply firm risk, required return, and capital structure concepts to formulate corporate cost of capital using market data.

**Required Text:** Principles of Managerial Finance, Brief, 7th Edition and MyFinanceLab, Prentice Hall, 2014. This is a loose leaf value edition. MyFinanceLab is an online homework management system.

**The Finance Tutorial:**
Completion of a Spreadsheet-based Time Value of Money Finance Tutorial is required of all students enrolled in FINA 3313. You must complete the tutorial to pass the class. This is a departmental policy. It may be purchased at the University Bookstore. The tutorial consists of 13 spreadsheets, each designed to solve a particular finance problem and to teach a spreadsheet skill. At the end of each spreadsheet lesson, you are instructed to print the spreadsheet. A proof of purchase form (blue sheet of paper) must be attached to the first spreadsheet. Submit the completed spreadsheets according to the schedule listed below. For students who have completed the tutorial in another class, “Prior Completion Forms” may be submitted instead. These forms are available at the Finance and Real Estate Office (434 Business Building). I do not grade the tutorial but successful completion is required to pass the course.

**Calculator:** You will need a financial calculator or a calculator capable of performing financial calculations. There are many good financial calculators but I will be using the Texas Instruments BA-II Plus Professional. A slightly less costly alternative is the Texas Instruments BA-II Plus.

**Additional Materials:** Overheads, suggested problems solutions, and additional readings can be found on the class website (Blackboard).

**Internet Access:** Some lectures and testing will be conducted virtually over the internet so internet access is required.

**Grading scale:** (no +/-)
- A 90-100 Comprehensive Final Exam 40%
- B 80-89 Midterm Exam 10%
- C 70-79 Quizzes (4) 10%
- D 60-69 In Class Participation (Learning Catalytics) 20%
- F Below 60 Pre-Class Study (Dynamic Study Modules) 10%
  Post Class Homework (MyFinanceLab) 10%
Missed Assignments/Make-up Policies: In general, there are no opportunities to make-up for missed exam, assignments, quizzes, etc. Instead lowest scores, including missed assessments, are dropped to account for illness and other justifiable circumstances as detailed below.

Pre-Class study modules (Dynamic Study Modules in MyFinanceLab) are due Tuesdays and/or Thursdays @8:00 am prior to the first class meeting for each chapter. Credit is only awarded for successful completion (100% score on each module). The lowest two scores will be dropped to account for life circumstances (including computer and technology issues).

In-Class participation is graded via Learning Catalytics (MyFinanceLab) where 1/2 credit is given for attempting questions and 1/2 credit for correct answers. The lowest two scores will be dropped to account for life circumstances (including computer and technology issues).

Homework will be administered via Blackboard and/or MyFinanceLab. It is important that you check Blackboard weekly for announcements and assignments. In general, there will be a homework assignment every week that is due Tuesday @ 11:59pm. The lowest one score will be dropped to account for life circumstances (including computer and technology issues).

In class quizzes typically happen on Thursdays (see below for dates). However, this is subject to change depending on course pace, guest lecturers, etc. The lowest 1 score will be dropped to account for life circumstances (including computer and technology issues).

It is the student’s responsibility to verify the accuracy of the online grade sheet and notify me within 7 days of any errors. After 7 days the grades will not be changed.

Expectations for Out-of-Class Study: Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 9 hours per week of their own time in course-related activities, including reading required materials, completing assignments, preparing for quizzes and exams, etc.

Topic Coverage

<table>
<thead>
<tr>
<th>Chapter</th>
<th>Topic</th>
<th>Dates (Approximate)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction &amp; MyFinanceLab Signup</td>
<td>1/17</td>
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<tr>
<td>1</td>
<td>Managerial Finance</td>
<td>1/20</td>
</tr>
<tr>
<td>2</td>
<td>Financial Market Environment</td>
<td>1/24</td>
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<tr>
<td>3</td>
<td>Financial Statements and Tools</td>
<td>Complete DSM by 2/1</td>
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<tr>
<td>4</td>
<td>Cash Flow and Financial Planning</td>
<td>Complete DSM by 2/1</td>
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<tr>
<td>5</td>
<td>Time Value of Money</td>
<td>1/26, 1/31, 2/2*</td>
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<tr>
<td>6</td>
<td>Interest Rates and Bonds</td>
<td>2/7, 2/9</td>
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<td>7</td>
<td>Stock Valuation</td>
<td>2/14, 2/16</td>
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<td>8</td>
<td>Risk and Return</td>
<td>2/21, 2/23*</td>
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<tr>
<td>9</td>
<td>Cost of Capital</td>
<td>2/28, 3/2</td>
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<tr>
<td>9</td>
<td>Midterm Exam</td>
<td>3/7</td>
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<tr>
<td>10</td>
<td>Midterm Exam Review (online)</td>
<td>3/9</td>
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<tr>
<td>10</td>
<td>Capital Budgeting Techniques</td>
<td>3/21, 3/23</td>
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Attendance Policy: Attendance is mandatory! Students with three or more absences will receive an F in the course. The key to successfully completing the class is to practice, practice, and practice the problems and to attend class. In the case of absence, it is the student’s responsibility to get the materials from other students. If you miss a class, I cannot give you credit for work your fellow students may complete in that class. Check the class schedule and be sure that you will be able to attend class on quiz dates and on the date of the final exam. Attendance is captured via class participation in the Learning Catalytics system. Attendance can be recorded at the beginning, middle, or end of class meetings. This means if you come late, leave early, or have computer issues you will be counted absent. The two allowable absences are intended to accommodate these attendance issues. Please make every attempt to be on time and have a backup computing device.

Religious Holidays: Students who anticipate being absent from class due to a major religious observance must provide a written notice of the date(s) and event(s) by the second meeting.

University and College Policies:

Academic Integrity: Students enrolled all UT Arlington courses are expected to adhere to the UT Arlington Honor Code:

I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.

I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

All students are expected to pursue their scholastic careers with honesty and integrity. It is the philosophy of this Department, this instructor, and the University of Texas at Arlington that academic dishonesty is a completely unacceptable mode of conduct and will not be tolerated in any form. All persons involved in academic dishonesty will be disciplined in accordance with University regulations and procedures. Discipline may include suspension or expulsion from the University. “Academic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in

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<tr>
<td>12</td>
<td>Capital Structure and Leverage</td>
<td>4/11, 4/13</td>
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<tr>
<td>13</td>
<td>Dividend and Payout Policy</td>
<td>4/18, 4/20</td>
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<tr>
<td>14</td>
<td>Working Capital Mgmt.</td>
<td>4/25, 4/27*</td>
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<tr>
<td>15</td>
<td>Current Liabilities Mgmt.</td>
<td>5/2, 5/4</td>
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*Quiz Dates: 2/2, 2/23, 3/30, 4/27
Key Dates:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>March 7th</td>
<td>Midterm Exam</td>
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<tr>
<td>May 4th</td>
<td>Time Value of Money Tutorial</td>
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<tr>
<td>May 11th</td>
<td>Final Exam: 8am-10:30am</td>
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part to another person, taking an examination for another person, or any act designed to give unfair advantage to a student or the attempt to commit such acts.” (Regents Rules and Regulations, Part One, Chapter VI, Section 3, Subsection 3.2, Subdivision 3.22) Institutional procedures regarding charges of academic dishonesty are outlined in Part II, Chapter 2, of the Handbook of Operating Procedures of The University of Texas at Arlington. Copies of the Handbook are available at more than 75 locations on campus, including the Student Congress office, the Library, and the Finance/Real Estate Department office.

**Drop Policy:** Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (http://wweb.uta.edu/aaofao/).

**Disability Accommodations:** UT Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including The Americans with Disabilities Act (ADA), The Americans with Disabilities Amendments Act (ADAAA), and Section 504 of the Rehabilitation Act. All instructors at UT Arlington are required by law to provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of a letter certified by the Office for Students with Disabilities (OSD). Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting:

The Office for Students with Disabilities, (OSD)  [www.uta.edu/disability](http://www.uta.edu/disability) or calling 817-272-3364.

Counseling and Psychological Services, (CAPS)  [www.uta.edu/caps/](http://www.uta.edu/caps/) or calling 817-272-3671.

Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at [www.uta.edu/disability](http://www.uta.edu/disability) or by calling the Office for Students with Disabilities at (817) 272-3364.

**Title IX Policy:** The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex
in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. For information regarding Title IX, visit www.uta.edu/titleIX or contact Ms. Jean Hood, Vice President and Title IX Coordinator at (817) 272-7091 or jmhood@uta.edu.

Electronic Communication: UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at http://www.uta.edu/oit/cs/email/mavmail.php.

Student Feedback Survey: At the end of each term, students enrolled in classes categorized as “lecture,” “seminar,” or “laboratory” shall be directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit http://www.uta.edu/sfs.

Final Review Week: A period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week unless specified in the class syllabus. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

Campus Carry: Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit http://www.uta.edu/news/info/campus-carry/
**Emergency Exit Procedures:** Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit, which is located immediately outside the main entrance to this room. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

**Emergency Phone Numbers:** In case of an on-campus emergency, call the UT Arlington Police Department at **817-272-3003** (non-campus phone), **2-3003** (campus phone). You may also dial 911. Non-emergency number 817-272-3381