

The University of Texas at Dallas
Business Finance. FIN3320
Course Syllabus – Spring 2013

Course Information

Course Name/Section Number FIN3320/002
Course Title Business Finance
Term Spring 2013
Days & Times Monday & Wednesday 10:00AM-11:15AM
Classroom: SOM 1.110

Professor Contact Information

Professor Wenyun (Michelle) Shi
Cell Phone 469-233-1020 (Only in case of emergency)
Email Address wxs091020@utdallas.edu
Office Location MC-Library 1.406P
Office Hours Tuesday 10:00 AM-12:00PM

Course Pre-requisites, Co-requisites, and/or Other Restrictions

Pre-requisites: MATH 1326, MATH 2333, AIM 2301, AIM 2302
Co-requisites: STAT 3360

Course Description

An introduction to corporate finance. This course focuses on the use of discounted cash flow techniques in certain financial projects, such as NPV value analysis and investment decisions, based on the time value of money. Additional topics include risk and return trade-offs, cost of capital, etc.

Student Learning Objectives and Goals/Outcomes

1. Be able to apply time value of money concepts to various valuation problems.
2. Be able to describe what drives a firm's cost of capital and how to estimate it.
3. Be able to analyze strategic investments in real and financial assets using various methodologies.
4. Be able to use Excel spreadsheets or financial calculator to solve basic financial problems.

Required Textbook and Materials

1) Fundamentals of Corporate Finance; McGraw-Hill/Irwin; 10th ed., by Ross, Westerfield and Jordan. (with Connect access code*)

***This is the only option that will allow you to use eBook Link while working on your assignments.**

2) A financial calculator is required for this class. I will be working with students on using the Texas Instruments BA II PLUS.

*Connect is an online software that allows students to submit homework assignments and check their work on line.
Registration and access to McGraw-Hill Connect is required for this course.

Grading Policy

Your grade in the course will be based on the following items:

Four exams (15% each)	60%
Comprehensive final exam	25%
McGraw Hill assignments	10%
Class attendance and participation	5%

These are the only scores that will be used to determine your grade. No extra or repeat work will be given.

Your final letter grade will be determined as follows:

Grading Scale

A= 90 - 100

B= 80 – 89

C= 70 – 79

D= 60 – 69

F= 59 or Below

Important Dates & Academic Calendar

Section	Topics	Readings
Week 1	Class Orientation, Introduction to Corporate Finance, Financial Statements, Taxes and Cash Flow	Chapter 1,2,3
Week 2	The Time Value of Money	Chapter 5
Week 3	Discounted Cash Flow Valuation	Chapter 6
Exam 1		
Week 4	Interest Rates and Bond Valuation	Chapter 7
Week 5	NPV and Other Investment Criteria	Chapter 9
Week 6	Making Capital Investment Decisions	Chapter 10
Week 7	Making Capital Investment Decisions	Chapter 10
Week 8	Project Analysis and Evaluation	Chapter 11
Exam 2		
Week 9	Spring Break	
Week 10	Capital Market History	Chapter 12
Week 11	Return/Risk	Chapter 13
Week 12	Return/Risk	Chapter 13
Exam 3		
Week 13	Cost of Capital	Chapter 14
Week 14	Raising Capital	Chapter 15
Week 15	Raising Capital	Chapter 15
Exam 4		
Week 16	Review for Final Exam	
Friday, May 10, 2013	Uniform Final Comprehensive Exam	

These descriptions and timelines are subject to change at the discretion of the Instructor.

Exams:

All exams are **closed books and closed notes**.

The Four Exams:

1. There will be four equally weighted exams in addition to the comprehensive final exam, all of which are required to be taken.
2. If you score a higher grade on the common final than any of the exams, I will replace that exam and the final will count 40% of your final grade. Only one exam will be allowed to replace.
3. Makeup exams are not allowed. If you miss an exam, you must have your final exam count as both the final and the exam you missed. No flexibility.

Comprehensive Final Exam:

The final exam will be a uniform finance department final exam on Friday, May 10, 2013 at 8:00 to 10:45 AM. There is no makeup and you will not be allowed to bring backpacks, bags, books, cell phones, laptops, notebooks, scratch paper, calculators that store text such as graphing calculators...etc. to the exam. The only calculators permitted will be the TI BA II Plus (or Plus Professional). You will have to bring pencil, eraser, financial calculator (see above), scantron form 882-E and a photo ID (UTD issued, state drivers license or passport). Students will not be able to take the exam without a photo ID.

Emergencies such as hospitalization, car wrecks on the way to the test, etc. will have to be substantiated by supporting documents and in these cases the students will receive an incomplete in the course and will take the exam during the next scheduled final exam for Fin 3320. There will be no exceptions. Exam will be in SOM 1.110.

Use of calculators, during exams, is allowed. Use of all other electronics such as cell phones, PDAs, notebook computers, calculators that permit storage of text, mp3 players and other wireless and communication devices is not permitted and must be turned off and put away during exams. Failure to abide by these rules may subject you to disciplinary proceedings associated with scholastic dishonesty.

Homework Assignments

Homework will be assigned through McGraw-Hill Connect. All assignments and due dates will be included in the connect system and are to be submitted and graded using same system. The worst grade of your homework would be dropped. If you miss one assignment, all others would be counted and no drop would be allowed. No late homework would be accepted.

Class Attendance

You are expected to attend all classes and to arrive on time. You are responsible for the material assigned from the text as well as any additional material covered in class. If you are absent from a class, you should contact another student to get a copy of the class notes. Class time will be spent discussing important concepts, working examples and answering questions if any. I will assume that you have read the assigned chapters from the text before class.

Classroom Policy

1. No cell phone is allowed.
2. No MP3 players or similar electronic devices are allowed.
3. Laptop computers are permitted in the classroom only for taking class notes. Surfing the web, visiting on-line chat-rooms and e-mailing are not permitted during class hours.

I expect all students to behave properly, and show respect. For instance, coming in or out of the classroom during class hours are very disturbing to both instructors and other students. Private or side conversations are also unacceptable. I will have to ask you to change your behavior if you fail to behave in a manner that I find acceptable.

Field Trip Policies

Off-campus Instruction and Course Activities

Off-campus, out-of-state, and foreign instruction and activities are subject to state law and University policies and procedures regarding travel and risk-related activities. Information regarding these rules and regulations may be found at the website address http://www.utdallas.edu/BusinessAffairs/Travel_Risk_Activities.htm. Additional information is available from the office of the school dean.

Student Conduct & Discipline

The University of Texas System and The University of Texas at Dallas have rules and regulations for the orderly and efficient conduct of their business. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations which govern student conduct and activities. General information on student conduct and discipline is contained in the UTD publication, *A to Z Guide*, which is provided to all registered students each academic year.

The University of Texas at Dallas administers student discipline within the procedures of recognized and established due process. Procedures are defined and described in the *Rules and Regulations, Board of Regents, The University of Texas System, Part I, Chapter VI, Section 3*, and in Title V, Rules on Student Services and Activities of the university's *Handbook of Operating Procedures*. Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations (SU 1.602, 972/883-6391).

A student at the university neither loses the rights nor escapes the responsibilities of citizenship. He or she is expected to obey federal, state, and local laws as well as the Regents' Rules, university regulations, and administrative rules. Students are subject to discipline for violating the standards of conduct whether such conduct takes place on or off campus, or whether civil or criminal penalties are also imposed for such conduct.

Academic Integrity

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work.

Scholastic dishonesty includes, but is not limited to, statements, acts or omissions related to applications for enrollment or the award of a degree, and/or the submission as one's own work or material that is not one's own. As a general rule, scholastic dishonesty involves one of the following acts: cheating, plagiarism, collusion and/or falsifying academic records. Students suspected of academic dishonesty are subject to disciplinary proceedings.

Plagiarism, especially from the web, from portions of papers for other classes, and from any other source is unacceptable and will be dealt with under the university's policy on plagiarism (see general catalog for details). This course will use the resources of turnitin.com, which searches the web for possible plagiarism and is over 90% effective.

Email Use

The University of Texas at Dallas recognizes the value and efficiency of communication between faculty/staff and students through electronic mail. At the same time, email raises some issues concerning security and the identity of each individual in an email exchange. The university encourages all official student email correspondence be sent only to a student's U.T. Dallas email address and that faculty and staff consider email from students official only if it originates from a UTD student account. This allows the university to maintain a high degree of confidence in the identity of all individual corresponding and the security of the transmitted information. UTD furnishes each student with a free email account that is to be used in all communication with university personnel. The Department of Information Resources at U.T. Dallas provides a method for students to have their U.T. Dallas mail forwarded to other accounts.

Withdrawal from Class

The administration of this institution has set deadlines for withdrawal of any college-level courses. These dates and times are published in that semester's course catalog. Administration procedures must be followed. It is the student's responsibility to handle withdrawal requirements from any class. In other words, I cannot drop or withdraw any student. You must do the proper paperwork to ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class once you are enrolled.

Student Grievance Procedures

Procedures for student grievances are found in Title V, Rules on Student Services and Activities, of the university's *Handbook of Operating Procedures*.

In attempting to resolve any student grievance regarding grades, evaluations, or other fulfillments of academic responsibility, it is the obligation of the student first to make a serious effort to resolve the matter with the instructor, supervisor, administrator, or committee with whom the grievance originates (hereafter called "the respondent"). Individual faculty members retain primary responsibility for assigning grades and evaluations. If the matter cannot be resolved at that level, the grievance must be submitted in writing to the respondent with a copy to the respondent's School Dean. If the matter is not resolved by the written response provided by the respondent, the student may submit a written appeal to the School Dean. If the grievance is not resolved by the School Dean's decision, the student may make a written appeal to the Dean of Graduate or Undergraduate Education, and the dean will appoint and convene an Academic Appeals Panel. The decision of the Academic Appeals Panel is final. The results of the academic appeals process will be distributed to all involved parties.

Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations.

Incomplete Grade Policy

As per university policy, incomplete grades will be granted only for work unavoidably missed at the semester's end and only if 70% of the course work has been completed. An incomplete grade must be resolved within eight (8) weeks from the first day of the subsequent long semester. If the required work to complete the course and to remove the incomplete grade is not submitted by the specified deadline, the incomplete grade is changed automatically to a grade of **F**.

Disability Services

The goal of Disability Services is to provide students with disabilities educational opportunities equal to those of their non-disabled peers. Disability Services is located in room 1.610 in the Student Union. Office hours are Monday and Thursday, 8:30 a.m. to 6:30 p.m.; Tuesday and Wednesday, 8:30 a.m. to 7:30 p.m.; and Friday, 8:30 a.m. to 5:30 p.m.

The contact information for the Office of Disability Services is:
The University of Texas at Dallas, SU 22
PO Box 830688
Richardson, Texas 75083-0688
(972) 883-2098 (voice or TTY)

Essentially, the law requires that colleges and universities make those reasonable adjustments necessary to eliminate discrimination on the basis of disability. For example, it may be necessary to remove classroom prohibitions against tape recorders or animals (in the case of dog guides) for students who are blind. Occasionally an assignment requirement may be substituted (for example, a research paper versus an oral presentation for a student who is hearing impaired). Classes with enrolled students with mobility impairments may have to be

rescheduled in accessible facilities. The college or university may need to provide special services such as registration, note-taking, or mobility assistance.

It is the student's responsibility to notify his or her professors of the need for such an accommodation. Disability Services provides students with letters to present to faculty members to verify that the student has a disability and needs accommodations. Individuals requiring special accommodation should contact the professor after class or during office hours.

Religious Holy Days

The University of Texas at Dallas will excuse a student from class or other required activities for the travel to and observance of a religious holy day for a religion whose places of worship are exempt from property tax under Section 11.20, Tax Code, Texas Code Annotated. The student is encouraged to notify the instructor or activity sponsor as soon as possible regarding the absence, preferably in advance of the assignment. The student, so excused, will be allowed to take the exam or complete the assignment within a reasonable time after the absence: a period equal to the length of the absence, up to a maximum of one week. A student who notifies the instructor and completes any missed exam or assignment may not be penalized for the absence. A student who fails to complete the exam or assignment within the prescribed period may receive a failing grade for that exam or assignment.

If a student or an instructor disagrees about the nature of the absence [i.e., for the purpose of observing a religious holy day] or if there is similar disagreement about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the chief executive officer of the institution, or his or her designee. The chief executive officer or designee must take into account the legislative intent of TEC 51.911(b), and the student and instructor will abide by the decision of the chief executive officer or designee.

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