

**The University of Texas at Dallas  
Naveen Jindal School of Management  
Global Leadership Executive MBA**

**SUMMER 2016 COURSE SYLLABUS**

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**COURSE INFORMATION**

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Number & Section	FIN 6366
Title	<b>International Financial Management</b>
Term	Summer 2016
Dates	Online: June 13, 2016 – August 7, 2016

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**PROFESSOR INFORMATION**

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Professor	Dr. David Springate
Email address	<a href="mailto:spring8@utdallas.edu">spring8@utdallas.edu</a>
Online Office Hours	Please email professor to set up appointment

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**COURSE PRE-REQUISITES, CO-REQUISITES, AND/OR OTHER RESTRICTIONS**

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FIN 6301 and enrollment in Global Leadership Executive MBA Program.

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**CATALOG COURSE DESCRIPTION**

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Study of world financial markets and institutions, foreign exchange exposure and management, foreign direct investment, and a variety of issues involved in the financial management of multinational firms.

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**STUDENT LEARNING OBJECTIVES/OUTCOMES**

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At the end of the course, you will be able to:

- Improve corporate value by:
  - Understanding how exchange rates are determined
  - Identifying future cash flows that are exposed to exchange rates
  - Knowing when and how to hedge
  - Knowing how to use currency derivatives
- Exploit global capital markets to advantageously fund investment opportunities
- Identify good investment opportunities in cross-border settings
- Construct and explain corporate policies relating to international corporate finance

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**REQUIRED TEXTBOOKS AND MATERIALS**

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- **Required Text:** *International Corporate Finance*, Laurent L. Jaque, Wiley, 2014.
- **Readings:** Available in the text. Any supplements added will be available on eLearning
- **Cases:** Available on eLearning

## ASSIGNMENTS AND ACADEMIC CALENDAR

Exchange Rates: Determination	
<b>Web Conference 1</b>	<b>Monday, June 13, 2016</b>
Topics	Foreign Exchange Rates and Quotes Foreign Exchange Activity
Web Conference	Monday, June 13, 2016 from 5:30 pm – 7:00 pm CST. Prepare for discussion using the assignment sheet posted on eLearning.
<b>Web Conference 2</b>	<b>Thursday, June 16, 2016</b>
Topic	Cross – Border Capital Flows and Exchange Rates
Lecture	Fixed and Floating Exchange Rates
Readings	Textbook Chapter 2 Textbook Chapter 3
Assignment	Short Group Presentation on Size and Nature of Capital Flows Across Borders
Web Conference	Thursday, June 16, 2016 from 5:30 pm – 7:00 pm CST. Prepare using the assignment sheet posted on eLearning.
<b>Web Conference 3</b>	<b>Monday, June 20, 2016</b>
Topic	Balance of Payments
Lecture	Balance of Payments
Reading	Chapter 4
Cases	Case 4.1 – Trials and Tribulations of the Indian Rupee
Web Conference	Monday, June 20, 2016 from 5:30 pm – 7:00 pm CST. Prepare for discussion using the assignment sheet posted on eLearning.
<b>Web Conference 4</b>	<b>Thursday, June 23, 2016</b>
Topics	Exchange Rate Parities Trading Foreign Exchange Rate Determination
Lecture	Parities
Reading	Chapter 5, 6
Case	Case 3.1 – Plant Location and Exchange Rates for Hyundai Case 5.1 – Banco Mercantil International Forex Losses
Web Conference	Thursday, June 23, 2016 from 5:30 pm – 7:00 pm CST. Prepare for discussion using the assignment sheet posted on eLearning.
<b>Web Conference 5</b>	<b>Monday, June 27, 2016</b>
Topics	Official Actions and Exchange Rates
Lecture	Exchange Rate Determination

Case	Latvia: Navigating the Strait of Messina
Web Conference	Monday, June 27, 2016 from 5:30 pm – 7:00 pm CST. Prepare for discussion using the assignment sheet posted on eLearning.
<b>Exchange Rates: Risk Management</b>	
<b>Web Conference 6</b>	<b>Thursday, June 30, 2016</b>
Topics	Interest Rate Parity Transactions Risk Forwards
Lecture	Using Parities and Forwards Problems
Reading	Chapters 6, 14 and 16
Case	Case 6.1 – Brazil Rede Globo’s Short-Term Funding Case 15.1 – Euclides Engineering Case 10.1 – Thai Airways
Web Conference	Thursday, June 30, 2016 from 5:30 pm – 7:00 pm CST. Prepare for discussion using the assignment sheet posted on eLearning.
Individual Paper	Details regarding the individual paper covering Case 16.1 (Hedging Currency Risk at TT Textiles) will be found on eLearning; the assignment will be discussed during the web conference. The paper is due Wednesday, July 6 at 11:59 pm CST.
<b>Web Conference 7</b>	<b>Sunday, July 3, 2016</b>
Topics	Using Exchange Rate Futures and Options
Reading	Chapter 7
Case	Case 14.1 – Bio-Oils Energy Case 7.1 – Daewoo’s Unorthodox Funding Strategy
Web Conference	Sunday, July 3, 2016 from 5:30 pm – 7:00 pm CST. Prepare for discussion using the assignment sheet posted on eLearning.
	<b>Thursday, July 7, 2016</b>
Topics	Understanding Translation Risk
Lecture	Translation Risk
Reading	Chapter 17
Case	Case 17.1 – Wilkinson Sword’s Trials and Tribulations in Turkey
Web Conference	None
	<b>Monday, July 11, 2016</b>
Topics	Managing Economic Risk
Lecture	Economic Risk
Reading	Chapter 18

Case	Case 18.1 – PSA Peugeot Citroen Economic Exposure
Web Conference	None
Individual Paper	The individual paper covering Case 16.1 is to be submitted via TurnItIn on eLearning Monday, July 11 at 11:59 pm CST.
<b>Web Conference 8</b>	<b>Thursday, July 14, 2016</b>
Topics	Managing Economic Risk
Case	Case 16.1 (previously submitted)
Web Conference	Thursday, July 14, 2016 from 5:30 pm – 7:00 pm CST. Prepare for discussion using the assignment sheet posted on eLearning.
<b>Web Conference 9</b>	<b>Monday, July 18, 2016</b>
Topics	Corporate Strategy Exchange Rate Risk Management Policy
Case	FX Risk Hedging at EADS
Web Conference	Monday, July 18, 2016 from 5:30 pm – 7:00 pm CST. Prepare for discussion using the assignment sheet posted on eLearning.
<b>Web Conference 10</b>	<b>Thursday, July 21, 2016</b>
Topics	Corporate Strategy Exchange Rate Risk Management Policy
Case	FX Risk Hedging at EADS
Web Conference	Thursday July 21, 2016 from 5:30 pm – 7:00 pm CST. Prepare for discussion using the assignment sheet posted on eLearning.
Individual Paper	An individual 2 page paper on FX Risk Hedging at EADS is to be submitted via TurnItIn on eLearning. Details regarding the individual 2 page paper will be found on eLearning; the assignment will be discussed during the web conference. The paper is due Wednesday, July 24 at 11:59 pm CST.
<b>International Capital Markets and Capital Structures</b>	
<b>Web Conference 11</b>	<b>Monday, July 25, 2016</b>
Topics	International Equity Markets International Debt Markets
Lecture	International Capital Markets
Reading	Chapters 9 and 10
Case	Case 9.1 – Jazztel's Foreign IPO Case 12.1 – McDonald's Dim Sum Bonds
Assignment	Group presentations to be made during the web conference. Details will be posted on eLearning.
Web Conference	Monday, July 25, 2016 from 5:30 pm – 7:00 pm CST. Prepare for discussion using the assignment sheet posted on eLearning.

<b>Web Conference 12</b>	<b>Thursday, July 28, 2016</b>
Topics	Capital Structure Exposure
Lecture	Capital Structure Decisions
Reading	Chapters 22 and 25. Review Chapter 7 on Swaps
Problems	# 7-12, 7-14, 7-15
Web Conference	Thursday, July 28, 2016 from 5:30 pm – 7:00 pm CST. Prepare for discussion using the assignment sheet posted on eLearning.
<b>International Asset Management and Capital Budgeting</b>	
<b>Web Conference 13</b>	<b>Monday, August 1, 2016</b>
Topics	International Portfolio Management
Lecture	Portfolio Management
Reading	Chapter 23
Case	Innocents Abroad: Currencies and International Stock Returns
Assignment	Group presentations to be made during the web conference. Details will be posted on eLearning.
Web Conference	Monday, August 1, 2016 from 5:30 pm – 7:00 pm CST Prepare for discussion using the assignment sheet posted on eLearning.
Individual Paper	Details regarding an individual paper covering “An Investment Analysis of Honduran Teack Planatations” will be posted on eLearning; the assignment will be discussed during the web conference. The paper will be due Saturday, August 6 at 11:50 pm CST.
<b>Web Conference 14</b>	<b>Thursday, August 4, 2016</b>
Topics	Risk Adjustments for International Capital Budgeting
Lecture	Risk Adjustments
Reading	Chapter 20
Case	GEOTECH
Web Conference	Thursday, August 4, 2016 from 5:30 pm – 7:00 pm CST Prepare for discussion using the assignment sheet posted on eLearning.
Assignment	The individual paper covering “An Investment Analysis of Honduran Teak Plantations” is to be submitted via TurnItIn on eLearning on Saturday, August 6 at 11:59 pm CST.
<b>Final Exam</b>	
Final Exam	The exam will open on Sunday, August 7 at 12:01 am and will remain open until 11:59 pm. You will have 2 hours to complete the exam, once started.

## GRADING POLICIES

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### Individual Assignments

Individual case analyses	50%
<i>(Case 16.1 20%)</i>	
<i>(EADS 10%)</i>	
<i>(Teak 20%)</i>	
Participation in web conferences	25%
Presentations and group assignments (3)	15%
Final Exam	10%

### Grading Scale

A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
F	0.00

## COURSE POLICIES

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### In-Course Instructions and Assignment Sheets

These will be posted in eLearning.

**Presentation Expectations:** Using the Professor's guided questions on the assignment sheet, students engage in group discussion to analyze the case and discover key questions, conclusions, or points of divergent thought. After analyzing the case, the group will present these learnings to the class during the web conference.

**Web Conference Discussion Expectations:** All students are expected to participate in the discourse component of the web conference. In some web conferences, one group may be responsible for an initial presentation of a case and a second group is responsible for initiating the class conversation in response to the presentation. During the class conversation, all students are expected to participate and engage with thoughtful, relevant commentaries.

**Professor Responsibilities:** Prior to the web conference, the Professor has created key questions or inquiries to guide students and groups through the analysis process. The self-discovery of key learnings, concepts and conclusions through is paramount to student learning and content assimilation.

During the web conference, the Professor continues to observe the case analysis and offer additional insight as needed. The Professor may also redirect the conversation or offer a mini-lecture as needed. Overall, the Professor ensures that all discourse leads to key learnings.

### Assignment Submission

All assignments should be submitted via eLearning. A drop box will be set up.

### Late Assignments

If you need to miss an assignment deadline, you must pre-notify me before the deadline. You should provide the reason for missing the deadline and an alternative date for submitting the assignment. I will approve the extension and the new deadline, or not, and specify any penalty that may apply. If you do not pre-notify me, I will determine the appropriate grade deduction for the assignment.

## Course Evaluation

The completion of a course evaluation is a strongly recommended. A link will be provided via eLearning for completing the course evaluation.

## PROGRAM POLICIES

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### Program Policy on Sourcing and Plagiarism

Students are expected to write at a professional level. This includes using proper grammar and syntax, having a logical flow, and giving credit to sources of information used in developing reports and papers. Students shall not copy the work of others and represent it as their original work.

All submitted work is subject to checking for the above. Should plagiarism happen and become known to the professor, program director or academic director, there will be formal consequences.

- The professor involved will be asked to consider failure on the paper or in the course, as appropriate.
- There will be a conference with the student and both directors. Formal action or probation may follow.
- Repeated offenses may result in program expulsion.

### Program Policy on Attendance

Students are expected to attend all retreat classes and web conferences offered to their particular class. This is necessary given the compressed nature of the program.

If absence is unavoidable, a Global Leadership Executive MBA student should

- Notify the professor involved of the cause of the absence
- Ask if any make-up work is required
- Tell the program director and administrative coordinator that the above steps have been taken.

There is a limit to the number of unavoidable absences that will be excused.

- More than one such absence per course will trigger a reminder from the academic director that class attendance is expected
- Three or more absences (whether excused or not) will lead to a conference between the academic director and professor involved. The aim of the conference will be to determine whether course failure can be expected, whether withdrawal from the course is justified, or a reduction in course grade is more appropriate. This decision will be communicated to the student in writing.

### Program Policy on Instructor Expectations

Business professionals have important legal and ethical duties to investors, creditors and to non-investor stakeholders who rely on their comments, analyses, forecasts and representations. Students in this course are expected to act with personal integrity at all times. Academic dishonesty is incompatible with preparation for a career as a responsible business professional. As such, academic dishonesty will not be tolerated in this course. Any offenders will be subject to appropriate sanctions and discipline, a process which begins with a referral to Judicial Affairs. For purposes of this course, the instructor will always seek a score of zero for any exam or assignment in which the student has engaged in academic dishonesty.

## UNIVERSITY POLICIES

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### University Policy on Field Trips, 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 <http://www.utdallas.edu/administration/risk/travel.php5>. Additional information is available from the office of the school dean.

### **University Policy on Student Conduct and 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 UT Dallas printed publication, *A to Z Guide*, which is available 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, Series 50000*, Board of Regents, The University of Texas System, 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) and online at <http://www.utdallas.edu/judicialaffairs/UTDJudicialAffairs-HOPV.html>.

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.

[Added July 2010] Students are expected to be attentive during class and to participate actively in group activities. Students are expected to listen respectfully to faculty and to other students who are speaking. Racism, sexism, homophobia, classism, ageism, and other forms of bigotry are inappropriate to express in class. Classes may discuss issues that require sensitivity and maturity. Disruptive students will be asked to leave and may be subject to disciplinary action.

### **University Policy on 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:* Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, submitting for credit any work or materials that are attributable in whole or in 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.

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.

### **University Policy on Copyright Notice**

The copyright law of the United States (*Title 17, United States Code*) governs the making of photocopies or other reproductions of copyrighted materials, including music and software. Copying, displaying, reproducing, or distributing copyrighted works may infringe upon the copyright owner's rights and such infringement is subject to appropriate disciplinary action as well as criminal penalties provided by federal law. Usage of such material is only appropriate when that usage constitutes fair use under the Copyright Act. As a UT Dallas student, you are required to follow the institution's copyright policy ([UTDPP1043](http://copyright.lib.utexas.edu/copypol2.html)). For more information about the fair use exemption, see <http://copyright.lib.utexas.edu/copypol2.html>.

### **University Policy on 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 UT Dallas email address and that faculty and staff consider email from students official only if it originates from a UT Dallas student account. This allows the university to maintain a high degree of confidence in the identity of all individuals corresponding and the security of the transmitted information. UT Dallas 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 UT Dallas provides a method for students to have their UT Dallas mail forwarded to other accounts.

### **University Policy on Class Attendance**

Regular and punctual class attendance is expected. Students who fail to attend class regularly are inviting scholastic difficulty. Absences may lower a student's grade where class attendance and class participation are deemed essential by the instructor. In some courses, instructors may have special attendance requirements; these should be made known to students during the first week of classes.

### **University Policy on Withdrawal from Class**

The administration of this institution has set deadlines for withdrawal from any college-level courses. These dates and times are published in that semester's course inventory and in the academic calendar. Administration procedures must be followed. It is the student's responsibility to handle withdrawal requirements from any class. In other words, a professor or other instructor 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.

### **University Policy on Student Grievance Procedures**

Procedures for student grievances are found in university policy [UTDSP5005 \(http://policy.utdallas.edu/utdsp5005\)](http://policy.utdallas.edu/utdsp5005). 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 of 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.

### **University Policy on Incomplete Grades**

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.

### **University Policy on Disability Services**

It is the policy and practice of The University of Texas at Dallas to make reasonable accommodations for students with properly documented disabilities. However, written notification from the Office of Student AccessAbility (OSA) is required. If you are eligible to receive an accommodation and would like to request it for a course, please discuss it with an OSA staff member and allow at least one week's advanced notice. Students who have questions about receiving accommodations, or those who have, or think they may have, a disability (mobility, sensory, health, psychological, learning, etc.) are invited to contact the Office of Student AccessAbility for a confidential discussion.

The primary functions of the Office of Student AccessAbility are to provide:

1. academic accommodations for students with a documented permanent physical, mental or sensory disability
2. non-academic accommodations
3. resource and referral information and advocacy support as necessary and appropriate.

OSA is located in the Student Services Building, suite 3.200. They can be reached by phone at (972) 883-2098, or by email at [disabilityservice@utdallas.edu](mailto:disabilityservice@utdallas.edu).

### **University Policy on 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.

### **University Policy on Avoiding Plagiarism**

[Adapted from Duke University's guidelines for writers; added July 2010]

*Take time to make careful choices among--and learn to use--the research tools* available to you. You will probably find that your favorite web search engine is not adequate by itself for college-level research. Consult with your professor or a librarian. You may need to use specialized research tools, some of which may require learning new searching techniques.

*Expect to make trips to the library.* While you can access many of the library's resources from your home computer, you may find that you need to make several trips to use materials or research tools that are not accessible remotely. Of course, you will be seeking the best information, not settling for sources simply because they happen to be available online.

*Allow time for gathering materials* that are not available at UT Dallas. The InterLibrary Loan Office can borrow articles and books from other libraries, but this process takes additional time.

*Allow time for reading*, rereading, absorbing information, taking notes, synthesizing, and revising your research strategy or conducting additional research as new questions arise.

*Sloppy note-taking increases the risk that you will unintentionally plagiarize.* Unless you have taken note carefully, it may be hard to tell whether you copied certain passages exactly, paraphrased them, or wrote them yourself. This is especially problematic when using electronic source materials, since they can so easily be copied and pasted into your own document.

*Identify words that you copy directly* from a source by placing quotation marks around them, typing them in a different color, or highlighting them. (Do this immediately as you are making your notes. Don't expect to remember days or weeks

later what phrases you copied directly.) Make sure to indicate the exact beginning and end of the quoted passage. Copy the wording, punctuation and spelling exactly as it appears in the original.

*Jot down the page number and author or title of the source each time you make a note, even if you are not quoting directly but are only paraphrasing.*

*Keep a working bibliography of your sources so that you can go back to them easily when it's time to double-check the accuracy of your notes. If you do this faithfully during the note-taking phase, you will have no trouble completing the "works cited" section of your paper later on.*

*Keep a research log.* As you search databases and consult reference books, keep track of what search terms and databases you used and the call numbers and URLs of information sources. This will help if you need to refine your research strategy, locate a source a second time, or show your professor what works you consulted in the process of completing the project.

*You must cite direct quotes.*

*You must cite paraphrases.* Paraphrasing is rewriting a passage or block of text in your own words. If you paraphrase, you must still cite the original source of the idea.

*You must cite ideas* given to you in a conversation, in correspondence, or over email.

*You must cite sayings or quotations that are not familiar, or facts that are not "common knowledge."* However, it is not necessary to cite a source if you are repeating a well known quote or familiar proverb. Common knowledge is something that is widely known. For example, it is widely known that Bill Clinton served two terms as president; it would not be necessary to cite a source for this fact.

*These types of sources should be cited as well. Printed sources:* Books, parts of books, magazine or journal articles, newspaper articles, letters, diaries, public or private documents; *Electronic sources:* Web pages, articles from e-journals, newsgroup postings, graphics, email messages, software, databases; *Images:* Works of art, illustrations, cartoons, tables, charts, graphs; *Recorded or spoken material:* Course lectures, films, videos, TV or radio broadcasts, interviews, public speeches, conversations.

### **University Policy on Server Unavailability or Other Technical Difficulties**

The university is committed to providing a reliable online course system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty, which prevents students from completing a time sensitive assessment activity, the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and also contact the UTD eLearning Help Desk: <http://www.utdallas.edu/elearninghelp>, 1-866-588- 3192. The instructor and the UTD eLearning Help Desk will work with the student to resolve any issues at the earliest possible time.

### **University Policy on Technical Requirements**

In addition to a confident level of computer and Internet literacy, certain minimum technical requirements must be met to enable a successful learning experience. Please review the important [technical requirements](#) on the Getting Started with eLearning webpage

### **University Policy on Course Access and Navigation**

This course was developed using a web course tool called eLearning. It is to be delivered entirely online. Students will use their UTD NetID account to login at: <http://elearning.utdallas.edu>. To get familiar with the eLearning tool, please see the [Student eLearning Tutorials](#).

UTD provides eLearning technical support 24 hours a day/7 days a week. The services include a toll free telephone number for immediate assistance (1-866-588-3192), email request service, and an online chat service. Please use this link to access the UTD eLearning Support Center: <http://www.utdallas.edu/elearninghelp>.

### **University Policy on eLearning**

Success in distance education courses depends on self-discipline and the ability to learn without face-to-face interaction. UT Dallas distance education courses maintain the same rigor and high standards of its classroom courses. Academic progress is established and maintained through regular course participation. For more information on distance learning resources please visit <http://www.utdallas.edu/distancelearning/students>

### **University Policy on McDermott Library**

Distance Learners (UTD students who live outside the boundaries of Collin, Dallas, Denton, Rockwall, **or** Tarrant counties) will need their UTD-ID number to access all of the library's electronic resources (reserves, journal articles, ebooks, interlibrary loan) from off campus. For UTD students living within those counties who are taking online courses, a Comet Card is required to check out materials at the McDermott Library. For more information on library resources please visit <http://www.utdallas.edu/distancelearning/students/libraries.html>

### **University Policies**

The information contained in the following link constitutes the University's policies and procedures segment of the course syllabus. Please go to <http://go.utdallas.edu/syllabus-policies> for these policies.

***The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor.***