

DOANE UNIVERSITY COURSE SYLLABUS
Autumn Term 2018, Online

Course Info: BUS-614: Financial Management, 3 credit hours

Professor: Steve Horan, MBA, CPA, CGMA

Email: steven.horan@doane.edu (please always email me before you call)

Cell: 605-321-0092

Office hours: I live in Sioux Falls, SD

Communicating With the Professor

When questions arise during the course of this class, please remember to check these two sources for an answer before asking your professor to reply to your individual questions:

1. Course syllabus and schedule
2. Announcements in Blackboard

This policy will help you in potentially identifying answers before I can get back to you and it also helps your professor avoid answering similar questions or concerns multiple times. If you have a question about the technology being used in the course, please contact the Doane University Help Desk for assistance. I will respond to emails within 24hrs Monday-Friday and 48hrs on the weekend.

Description:

BUS-614 examines the fundamentals of financial management, including the principles of finance, the time value of money, capital market efficiency, basic security valuation, basic capital budgeting, risk, return, and asset pricing models. The course has a focus on the cost of capital, global securities markets, foreign exchange, basic derivatives, short- and long-term financial management and planning, and corporate financial policies. (*Doane University Catalog*).

Overview:

BUS-614 focuses on the technical elements of financial management, both from an operational and strategic standpoint. The main goal is to teach students how to use financial data to make financial decisions in competitive business environments. This course is graded.

Intended audience: Students who pursuing a Master Degree in Business Administration.

Prerequisite: Undergraduate Corporate Finance.

Material: Required Textbook: *Foundations of Financial Management*, 16th edition, by Block, Hirt, and Danielsen. McGraw-Hill Education Publisher.

Objective: During and upon completion of this course, students will:

1. Calculate time value of money and apply to real world problems
2. Calculate and evaluate stocks and bonds
3. Calculate net present values and make decisions on mutually exclusive projects
4. Distinguish different types of risks and returns
5. Calculate cost of capital for capital structure decisions
6. Examine efficient, global financial, and foreign exchange markets.

Grading:	1 Case study =	20 points
	7 online discussion @ 10 points each =	70 points
	Project =	90 points
	6 assignments @ 20 points each =	120 points
	2 exams @ 100 points each =	<u>200 points</u>
	Total =	500 points

Requirement:

Online Course

This is an online course and therefore there will not be any face-to-face class sessions. All assignments and course interactions will utilize internet-based technologies.

Attendance Policy

You should plan to work on this course everyday. This means that you must have a reliable and consistent internet connection throughout the duration of the course. It is strongly recommended that you not take any vacations during this course. This is a condensed, fast-paced course and it would be extremely difficult to catch up after a prolonged absence.

Course Preparation and Participation

Preparation for class means reading the textbook, instructions, assignments, and discussions & reviewing all information required for that week. Attendance in an online course means logging into the Blackboard (BB) and on a regular basis and participating in the all of activities that are posted in the course.

Studying and Preparation Time

The course requires you to spend time preparing and completing all course works. A three-credit course requires 144 hours of student work. Therefore, expect to spend approximately 18 hours a week preparing for and actively participating in this 8-week course.

Computer Requirements

This course requires that you have access to a computer that can access the internet. You will need to have access to, and be able to use, the following software packages:

1. A web browser (Internet Explorer, Chrome, or Mozilla Firefox)
2. Adobe Acrobat Reader (free)
3. Adobe Flash Player (free)
4. Word processing software—Microsoft Word (from Bill Gates)

You are responsible for having a reliable computer and internet connection throughout the course.

Email and Internet

You must have an active Doane University e-mail account and access to the Internet. All professor correspondence will be sent to your Doane University e-mail account. Please plan on checking your Doane Gmail account regularly for course related messages.

This course uses Blackboard for the facilitation of communications between faculty and students, submission of assignments, posting discussions, and posting of grades. The Blackboard Course Site can be accessed at <http://bb2.doane.edu>

Course Work:

Assignments

All assignments are designed to reinforce corporate finance theories, concepts, policies, and practices. More importantly, assignments have strong applications to the real business world. Student should use only textbook and PowerPoint lectures to complete assignment. No internet or any outside sources are allowed unless stated otherwise on a particular assignment. Group work is not allowed on assignments. Expect feedback 3-5 days after the deadline.

Discussions

Topics related to weekly chapters are posted for students to discuss. Discussions are open-book, open-note, and online. Students are encouraged to use outside

sources to support their arguments. A discussion general instructions is posted on BB.

Exams

All exams are online, open-book, and open-note. Exams are the combinations of multiple choices, essays, and problems. Group work is not allowed on exams. Internet sources or any outside sources are not allowed during exams. Instructions and reviews for exams will be announced on BB.

Project

Students will be signed a project to complete before the class ends

Case studies

Real world financial case studies will be assigned on week 3 and week 6 with detail instructions.

Policy:

Assignment of letter grades is based on a percentage of points earned. The letter grade will correspond with the following percentages achieved. All course requirements must be completed before a grade is assigned.

Grading Scale:

97-100% = A+

94-96% = A

90-93% = A-

87-89% = B+

84-86% = B

80-83% = B-

77-79% = C+

74-76% = C

70-73% = C-

Below 70% = F

In graduate school, student must earn at least a B- letter grade to pass the course. Students must complete all grading components to pass the class. Professor reserves the right to make changes on this syllabus and schedule as situations change.

Late work

This is an online course, which allows students to study materials and submit their works whenever and wherever they would like, late works are not accepted. There will be no make-up works either. All due dates and times are on Schedule.

Accessibility Statement

In compliance with the Rehabilitation Act of 1973, Section 504, and the Americans with Disabilities Act of 1990, professional disability specialists and support staff at Doane University facilitate a comprehensive range of academic support services and accommodations for qualified students with disabilities. Doane University staff coordinate transition from high schools and community colleges, in-service training for faculty and staff, resolution of accessibility issues, community outreach, and collaboration between all Doane University regarding disability policies, procedures, and accommodations. Students with special needs and assistance, please contact me right away at the beginning of the term.

Student Conduct Statement

Students are required to adhere to the behavior standards listed in Doane University Policy Manual. The Doane University Academic Integrity Policy will be adhered to in this class. All assignments, discussions, and tests will represent your own work. Any use of others' ideas and words without proper citation of sources is plagiarism and will result in penalties to be determined by the professor and/or the dean.

Cheating, plagiarism, and other forms of academic dishonesty will result in an F for the course automatically. Please read Doane University's policy regarding academic dishonesty outlines in the student handbook.

How to Succeed in this Course

- Check your Doane email regularly
- Log in to the course web site daily
- Communicate with your professor
- Create a study schedule so that you don't fall behind on assignments

Technical Support Contact Information

For technical assistance 24 hours a day, 7 days a week, please contact the Doane University Technology Office Help Desk:

Phone: 402-826-8411

Email: helpdesk@doane.edu

Web: <http://www.doane.edu>

Syllabus Disclaimer

The instructor views the course syllabus as an educational contract between the instructor and students. Every effort will be made to avoid changing the course schedule but the possibility exists that unforeseen events will make syllabus changes necessary. The instructor reserves the right to make changes to the syllabus as deemed necessary. Students will be notified in a timely manner of any syllabus changes face-to-face, via email or in the course site Announcements. Please remember to check your Doane University email and the course site Announcements often.