Business Finance  
FINC 303-01, 03 - Spring 2017  
Course Syllabus

Instructor: Noah Shaffer  
Office: Tate 305  
Office Hours: Tuesday Thursday 1045-1215 or by appointment  
Class Times: T Th 800 AM (section 01) T Th 925 AM (section 03)  
E-mail: shafternd@cofc.edu

Course Description
This course presents the fundamental concepts of corporate finance. Special attention will be given to the financial administrator’s role in the area of working capital, capital budgeting, and financing decisions.

Required Background (Prerequisites)
ACCT 203, ACCT 204, ECON 200, ECON 201, MATH 104 or MATH 250. It is the student’s responsibility to be aware of and meet all course prerequisites.

Text and Materials
  With respect to the book, you have several options depending on how much you would like to spend and if you find value in owning a printed copy of the text.

  Loose leaf package:  

  Hardback package:  

  Connect plus eBook access, no print product: 0077511220/ 9780077511227 Ross et al., CONNECT PLUS FINANCE W/ LEARNSMART 1S ACCESS CARD FOR ESSENTIALS CORPORATE FINC 8th 2014. This is the least expensive option and you can purchase it directly from the McGraw-Hill website.

• Calculator: A business or financial calculator (Texas Instruments BAII Plus highly recommended).

• Please note that sharing a calculator or using a cell-phone calculator or laptop is not permitted during exams. A student who fails to bring a calculator to the exam will have to work without one.
SB Learning Goals Addressed

- Goal 1: COMMUNICATION SKILLS: help students develop finance literacy, be able to communicate with financial professionals using right financial terms, concepts, and numbers.
- Goal 2: QUANTITATIVE FLUENCY: help students learn to do math in the world of Finance.
- Goal 3: SYNTHESIS: Help students learn to analyze business and provide a view on business’s performance, issues, and develop comprehensive solutions to these issues.

The SB learning goals are:

COMMUNICATION SKILLS: Students will demonstrate the ability, via both written and spoken word, to effectively present, critique, and defend ideas in a cogent, persuasive manner.

QUANTITATIVE FLUENCY: Students will demonstrate competency in logical reasoning and data analysis skills.

GLOBAL AND CIVIC RESPONSIBILITY: Students will be able to identify and define social, ethical, environmental and economic challenges at local, national and international levels. Students will also be able to integrate knowledge and skills in addressing these issues.

INTELLECTUAL INNOVATION AND CREATIVITY: Students will be able to demonstrate their resourcefulness and originality in addressing extemporaneous problems.

SYNTHESIS: Students will demonstrate the ability to integrate knowledge from multiple disciplines incorporating learning from both classroom and non-classroom settings in the completion of complex and comprehensive tasks.

Student Learning Objectives

After successfully finishing the course, students should be able to:

- Analyze corporate financial statement; obtain information on a firm’s operating performance and its cash flow situation.
- Understand the concepts of Time Value of Money; conduct relevant calculations correctly.
- Understand what valuation of financial assets means; conduct simple valuation for common financial securities such as stocks and bonds.
- Know the potential sources for corporation raising capital; understand what the cost of capital is; estimate and apply the cost of capital.
- Understand capital structure theory.
- Evaluate an investment potential; Perform basic capital budgeting analyses.
- Understand the concepts of return and risk.

Changes to Syllabus

Course instruction and updates for this syllabus are given during class. Not being in class is not an excuse for missing updates. Login information to the online class resources will be discussed in class.
Electronic Communication
It is preferable that all electronic communication between the instructor and students be conducted through the Official University supplied systems. Please use your C of C email account for all future correspondence with faculty and staff. If you need to talk email with a phone number and preferred time and you will be called back.

Homework Assignments
Homework problems will be assigned online for each chapter and will be the basis for exams. All homework and quizzes must be submitted by the deadline. NO LATE HOMEWORK WILL BE ACCEPTED.

Exams
There will be three exams during the semester
- A student who will miss or has missed an exam should be prepared to provide appropriate documentation of an “excused absence”. Examples of appropriate documents include official memorandums or letters, doctor’s notes, hospital admission papers, obituaries, death certificates, police accident reports, and speeding tickets.
- An “excused absence” is defined as absence due to university-recognized activities, religious holy days, court appearances other than jury duty, illness that requires the care of a licensed physician (routine medical or dental appointments are not valid excuses), serious illness or death of a member of the immediate family, or other events to be determined on a case-by-case basis. Car problems and job-related excuses (such as change of work schedule, meetings, training, travel, etc.) are NOT excused absences.
- Attending class is essential for success in the course. Anything discussed in class is testable and may be included in class quizzes and tests. Some class discussions will not come from the text book so attending class is important. If you do miss class, contact your peers to obtain all information discussed.

Oral Presentation
Each student will be required to give a five minute presentation on a pre-approved topic that this pertains to this course and/or a current event that is relevant to the subject matter. There will be two presentations per class and dates are on first come first serve basis. If you do not pick a date one will be assigned to you.

Class Participation
Being involved in class discussions is a very important part of the students learning process. Giving input, asking relevant questions, volunteering to do problems in class will be determining factors in the calculation of class participation. Attendance will be taken randomly and can affect your class participation grade as well.

Assignment of Final Grades
Final grades will be based on performance as follows:
Oral Presentation 10%
Class Participation (including attendance) 15%
Homework assignments 15 % (including Learnsmart)
Exams (3 equal of 20 %) 60%

Letter grades will be determined as:
A ≥ 90.0 B 80.0 – 89.9 C 70.0 – 79.9 D 60.0 – 69.9 F ≤ 59.9

Withdrawal: Note that “W” is not automatic. You must be doing passing work. Withdrawal before the first examination does not guarantee a “W” because of the importance of class participation, homework, and project to the final course grade.

College of Charleston Honor Code and Academic Integrity
Lying, cheating, attempted cheating, and plagiarism are violations of our Honor Code that, when identified, are investigated. Each incident will be examined to determine the degree of deception involved. Incidents where the instructor determines that the student’s actions are related more than to a misunderstanding will be handled by the instructor in conjunction with the Dean of Students. A written intervention designed to help prevent the student from repeating the error will be given to the student. The intervention, submitted by form and signed both by the instructor and the student, will be forwarded to the Dean of Students and placed in the student’s file. Cases of suspected academic dishonesty will be reported directly by the instructor and/or others having knowledge of the incident to the Dean of Students. A student found responsible by the Honor Board for academic dishonesty will receive a XF in the course, indicating failure of the course due to academic dishonesty. This grade will appear on the student’s transcript for two years after which the student may petition for the X to be expunged. The student may also be placed on disciplinary probation, suspended (temporary removal) or expelled (permanent removal) from the College by the Honor Board. Students should be aware that unauthorized collaboration—working together without permission—is a form of cheating. Unless the instructor specifies that students can work together on an assignment, quiz and/or test, no collaboration during the completion of the assignment is permitted. Other forms of cheating include possessing or using an unauthorized study aid (which could include accessing information via a cell phone or computer), copying from others’ exams, fabricating data, and giving unauthorized assistance. Research conducted and/or papers written for other classes cannot be used in whole or in part for any assignment in this class without obtaining prior permission from the instructor. Students can find the complete Honor Code and all related processes in the Student Handbook at
http://studentaffairs.cofc.edu/honor-system/studenthandbook/index.php
NOT UNDERSTANDING OR KNOWING HONOR CODE IS NOT AN EXCUSE!!

COFC Attendance Policy
Class Attendance: Because class attendance is crucial for any course, students are expected to attend all classes and laboratory meetings of each course in which they enroll. Instructors maintain the authority to determine how absences will be addressed, which should be detailed in their attendance policies. Participation in college-sponsored activities, where students are official representatives of the College of Charleston, may result in absence(s). Instructors will recognize absences in which students are official representatives of the College of Charleston (such as intercollegiate academic or athletic team competition, or academic program sanctioned research presentation or artistic performance) as excused. During the first week of classes, instructors will announce and distribute their attendance policies, including criteria to be used in determining excused
absences. Instructors determine whether absences are excused or unexcused for the purposes of participation grades, in-class assignments, and laboratories. Regarding formal graded work (such as exams, presentations, papers), instructors will make “reasonable accommodations” when a student misses class for an event at which s/he is an official representative of the College of Charleston. Examples of reasonable accommodations might include: rescheduling an exam, altering presentation times, or flexibility in assignment submission dates. Students are required to submit documentation of their College representation related commitment from the appropriate College authority at least one week prior to the scheduled absence in order to be eligible for reasonable accommodations by the instructor. Regardless of any accommodation granted, students are responsible for satisfying all academic objectives, requirements, and prerequisites as defined by the instructor and the College. Instructors ascertain whether both excused and unexcused absences count in determining the basis for a grade of “WA,” which stands for “withdrawn excessive absences” and is equivalent to a failing grade. If attendance is used for grading purposes, the instructor is responsible for keeping accurate attendance records. If a student has more than the maximum allowed absences as defined in the course syllabus, the professor may assign a “WA.” Instructors are required to submit an electronic “WA” form (located in MyCharleston faculty tab) to the Registrar on or before the last meeting day of the class. The Registrar will then send an email notification to the student. The student is responsible for keeping personal addresses and contact information current through the Office of the Registrar. All students, whether absent or not, are responsible for all information disseminated in the course.

Cell Phone Policy
Cell phones, pagers and other electronic communication devices must be turned off or placed in the “silent” mode during class, especially during exam. Repeated interruption from these items will result in the student being dismissed from the class.

Students with disabilities
The College will make reasonable accommodations for persons with documented Disabilities. Students should apply at the Center for Disability Services / SNAP, located on the first floor of the Lightsey Center, Suite 104. Students approved for accommodations are responsibility for notifying me as soon as possible and for contacting me one week before accommodation is needed. Please do not assume I know you are a SNAP student!

Center for Student Learning
I encourage you to utilize the Center for Student Learning’s (CSL) academic support services for assistance in study strategies and course content. Faculty-recommended, highly trained FINC tutors are on staff and are available to work with you at no additional cost. Drop by the front desk at the CSL (first floor Addlestone Library), call 843.953.5635, or use the Request a Tutor link from the website http://csl.cofc.edu/labs/individual_tutoring/index.php. For more information regarding these services please visit the CSL website at http://csl.cofc.edu.
Writing and Speaking/Presentation Lab
If you require help with written papers or presentations you may seek assistance in the College Skills Writing Lab and Speaking/Presentation Lab located in the Center for Student Learning (Addlestone Library, first floor). Trained writing consultants can help with writing for all courses; they offer one-to-one consultations that address everything from brainstorming and developing ideas to crafting strong sentences and documenting sources. For more information, please call 843.953.5635 or visit http://csl.cofc.edu/labs/writing-lab/.

Course Outline
This outline is tentative and is subject to change (can almost guarantee there will be changes) at the discretion of the instructor. Any variations will be announced in class.

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