FINC 303-09 Business Finance
Spring 2021

Class Days T, R
Class Hours 8:00am - 9:15am
Class Location: Online Synchronously via Zoom
Instructor James Furnivall

Office Hours Via Zoom Monday from 10:30am-12:30pm and by appointment.
Phone 203-858-9656
E-mail furnivalljc@cofc.ed

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, including international investment and financial considerations.

Prerequisite: Junior standing; ACCT 203, 204; ECON 200, 201; MATH 104 or 250; DSCI 232 suggested.


Excel: Historically, a financial calculator such as the TI BA II Plus has been required for this course. This semester all financial calculations (tests, problems sets, etc.) will be done in Excel. In OAKS on the Home Page for this course there is a tab at the top of the page “LinkedIn Learning”. There are excellent Excel tutorials in that tab. I will point out the appropriate tutorial(s) as we go through the material, but this is not an Excel class. While I will provide direction, you are responsible for understanding how to use Excel and the functions therein to solve financial problems. I recommend that you visit LinkedIn Learning or talk to a friend/classmate that has knowledge of Excel before asking for help during Office Hours.

Course Objectives:
The overall learning objective in this course is for you to develop critical thinking and a framework for financial analysis that will enable you to make sound career and personal financial decisions and prepare you for further studies in business.

Theoretical/Analytical knowledge will be developed in the areas of:
- Working capital management
- Value of the firm’s assets
- Risk and return
- Financial leverage and the cost of capital
- Capital budgeting
· Dividend policy
· International finance

Problem solving will be developed in:
· Financial statement analysis techniques
· Time value of money calculations
· Capital budgeting analysis techniques
· Financial planning/forecasting techniques
· Stock and bond valuation techniques
· Cost of capital calculations

School of Business Objectives:

● Communication Skills: Students will be asked to demonstrate the ability, via both written and spoken word, to effectively present and defend ideas in a cogent and persuasive manner.

● Quantitative Fluency: This course requires extensive application of mathematical theory and practice. Students will be required to use standard algebraic calculations to solve realistic financial questions. Students will recognize that a level of quantitative proficiency is necessary to successfully run the financial operations of a firm.

● Global and Civic Responsibility: Students will be asked to solve problems related to ethical dilemmas, encapsulated in financial problems. They will be asked to view issues through different lenses and gain an appreciation for the complexities involved in addressing financial situations in a global economy.

● Intellectual Innovation and Creativity: Careful attention will be devoted to placing students in a position where they must utilize resourcefulness and creativity in solving problems related to the global financial world. Questions will be asked in ways that require the students to use the materials learned in a variety of ways, rather than simply requiring repetition of known processes.

● Synthesis: This course requires knowledge from the associated disciplines of accounting, economics, and statistics. As such, students are expected to apply a level of proficiency in those disciplines.

Online

Although this course meets online please expect it to be every bit as rigorous as a traditional face-to-face course. Consider the following as you proceed through this course:

● Because we do not meet face-to-face, it is essential that you maintain an active presence in the class. You should log into the course on OAKS several days a week at minimum be successful. Remember that I can see when you log into OAKS and can monitor your progress.

● Both the instructor and students have to be involved to build a strong online community for the course. As such I will post thoughts/questions to prompt discussions in the Discussion Boards. You will be responsible for accessing the discussion boards several times a week as well as making thoughtful posts and replies weekly. A robust online community is a major factor in creating a strong online course (getting questions answered, developing a deeper understanding of the material etc.).
Much of the class will be run like a traditional course, except that the online format should encourage more exchanges between students than you might be accustomed to in a physical classroom. You will be expected to do the same sorts of activities that you do in a regular class such as problem sets, reading and writing, guided by feedback from me, and frequent discussions, facilitated by the OAKS discussion board.

It is essential that you stay on top of the course assignments. I will post due dates and reminders, but it is your responsibility to make sure you don't get behind. Do not make the mistake of thinking this is an easy class because we're meeting online.

Because discussions in an online class are asynchronous, they will necessarily move at a slower pace than conversations in a physical classroom. I expect that many of our conversations around certain subjects will extend beyond the days I have allocated to them in the schedule. In a couple of instances, I expect that you will be posting discussion responses over the weekend.

Technology
The following tools will be used;

1. OAKS - Central to the course, primary tool for delivery of course materials and Discussion Boards.
2. Skype - Useful for one-on-one synchronous discussion between Instructor and student.
3. E-mail - Course notifications and individual communication with the instructor.
4. Zoom – Synchronous online meeting of the class at regularly scheduled times.

Please familiarize yourself with the use of the above tools. Unfamiliarity with the tools or technical problems are not an excuse for not completing course work. Please contact the IT Service Desk at 843-953-3375 or E-mail: ITServicedesk@cofc.edu if you have any technical difficulties. You may also want to consider https://it.cofc.edu/help/studentcomputing.php or studentcomputingsupport@cofc.edu.

Access Course in OAKS
Beginning January 4, 2021, you will be able to access the course in OAKS. The course officially opens on January 11, 2021. When you access this course in OAKS please note the following:

1. If you have any questions please visit the Discussion Boards first as your question may already have been asked and answered there.
2. There will be frequent quizzes that must be taken in OAKS. The first one is on the syllabus and will be available for a brief window on January 12, 2021. There will be subsequent quizzes on the vocabulary in most chapters. These quizzes will be available for a limited window of time on Monday evenings from 6pm to 8pm. You will be able to access these quizzes under Grades.
3. Other assignments will be in OAKS as available.

Please access OAKS for this course several times a week.
Class Climate & Netiquette

- As stated on page 75 of the Student Handbook: “a college classroom requires a higher level of courtesy than many people exercise in ordinary public space. Everyone in a classroom is there for the purpose of learning, and no one should be able to deprive another person of the chance to learn. Expressions of rudeness and even carelessness degrade the high purpose of learning that should be paramount in a college classroom.” This applies equally to the online classroom.

- To maintain a respectful and supportive environment, please uphold these rules of netiquette. Netiquette is network etiquette, the do's and don'ts of online communication.

  - Be kind and ethical: Avoid using sexist, racist, and homophobic language in your writing and speaking; it will not be tolerated. Ask yourself, "Would I say this to the person's face?" If the answer is no, rewrite. [I'm assuming here that you would not feel comfortable saying rude or harassing things to a person's face. . .]
  
  - Be aware: of how your communication may be perceived by others. For example, if you use ALL CAPITAL LETTERS, will folks feel like you are angry or shouting? Or, if you have a dry sense of humor, will your sarcasm be evident or might folks misinterpret your message?
  
  - Be forgiving: We all make communication faux pas, so ask clarifying questions rather than attacking. But if you experience any questionable or outright inappropriate behavior from your colleagues, please let me know.
  
  - Respect disagreement: I expect everyone in the class to respect others' rights to speak, to listen attentively to what is said, and to use discretion and sensitivity when speaking. This does not mean you have to agree with everything said. Debate is a valuable component of a learning community. However, I expect you to be respectful of me and of your colleagues.
  
  - Share your knowledge: As Bill Nye says, “everyone you will ever meet knows something you don’t.” You are an expert in something (perhaps many things), so if that expertise becomes relevant, share your knowledge!
  
  - Cite your sources: When you share opinions, it's important to support your claims with sources. This doesn't mean that you must have a citation for everything you post, but providing evidence will strengthen your arguments and will also provide additional resources for your colleagues. But whenever you are using the intellectual property of others, you must always cite your sources.
  
  - Help each other: If you notice a colleague has asked a question or written about a problem, jump in and offer assistance.
E-mail Business Etiquette

Do not abandon business etiquette in your use of e-mail. I expect that I will respond within 24 hours during the week (for e-mails sent on the weekend I will respond no later than Monday afternoon) to e-mails that are consistent with the following guidelines:

- Business-like writing style (Dear Prof. F, Sincerely etc.)
- Be concise and to the point.
- E-mail alias so recipient sees your full name, or your full name with @gcofc.edu, in his/her e-mail in-box.
- Subject line meaningful to recipient (consider identifying your class FINC 303)
- Content clearly states the purpose of the e-mail including any action to be taken from the professor.
- Clear signature block with your full name and return e-mail address.
- Be careful about including quotations and sayings in your signature block. Obviously don't include anything that has potential to be offensive or misunderstood. Think about the impression your message sends to someone who does not know you.

Office Hours

Office hours will be held via Zoom Monday 10:30am - 12:30pm and by appointment. The Monday office hours will be conducted via Zoom. Like traditional office hours feel free to “drop in”. You should feel free to use office hours as a tool for understanding/addressing the problems that will count for a significant portion of your grade. Should the Monday time be inconvenient, or you want to have a private discussion feel free to set up an appointment with me via e-mail.

Videos of the public office hours will be available on OAKS under the Content - Office Hours.

Class Format

The material will be conveyed through a combination of lectures, reading assignments, problem sets, online discussions, videos, case analyses and written assignments.

1. Lectures will be given at the time scheduled for class.
2. There will be a weekly quiz focused on the vocabulary of the chapter. Those quizzes will be limited to 10-15 minutes and will only be available from 6-8pm on Monday evenings. You must take each quiz prior to the scheduled time for the lecture covering that chapter.
3. There will be a homework based on the material in the textbook chapter.
4. From time to time there will be word problem assignments. Completing these assignments are critical to demonstrating an understanding of the material and will make up a significant portion of your grade.

All students are expected to have access to their account on OAKS and are responsible for keeping their e-mail account active. Course materials and links to each module will be placed there and you should regularly check-in for announcements and updates. Make sure you
update your OAKS profile to reflect your active e-mail account otherwise you will not get my
e-mails.

**Communication and Turnaround Time**

Any communications that are individual in nature should be conducted through e-mail. Anything that is course related should be handled through the Discussion Boards. Often students have similar questions/issues and the discussion boards is an excellent way to address course related matters. I will respond to e-mail inquiries or questions within 24 hours Monday through Friday but reserve the right to not respond to inquiries or request during the weekend (regardless of assignment due dates). Response times on Discussion Boards will be the same as e-mail.

**Grading**

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<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>2 Midterm Exams (10% each, non-cumulative)</td>
<td>20%</td>
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<tr>
<td>Final Exam (cumulative)</td>
<td>20%</td>
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<tr>
<td>Term Paper</td>
<td>15%</td>
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<tr>
<td>Quizzes</td>
<td>10%</td>
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<tr>
<td>Homework/Word Problems</td>
<td>25%</td>
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<tr>
<td>Participation/Attendance</td>
<td>10%</td>
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**Extra Credit**

Up to 5 times during the semester you can write a 250-500 word piece on a current business subject e.g. an article in the Wall Street Journal. Up to 5 points (for example, if the above grading scheme results in an average of 82 it could be increased to 87) can be added to a student’s average. Demonstrating critical thinking will be important to obtaining the most extra credit.

**How to be Successful in this Course**

- Read the chapters and take the quizzes. The quizzes are focused on the vocabulary in the text and are straightforward.
- Consider the extra credit. These are “easy” points.
- Focus on understanding the principles of problems that we discuss. These problems are the best way to show that you understand the material.
- Participate in the Discussion Boards. By asking and answering questions you can increase the depth of your understanding of the material.
- Keep up. It will be very difficult to cram everything into a limited amount of time shortly before a deadline.

**Course Policies:**

- *Term Paper* – A paper will be assigned based on a reading and will be due on the last day of classes.
• **Quizzes** – quizzes will be available on OAKS on Mondays from 6pm to 8pm. These quizzes are focused on the vocabulary in each chapter

• **Homework** – will be assigned and graded.

• **Projects** – From time to time during the semester Projects will be assigned. The deliverable on these projects will usually be an Excel spreadsheet template that has been completed to solve a problem(s). It is essential that students master these problems as they cover the key analytical concepts in the course.

• **Class Participation/Attendance** – Subjective based on instructor’s view of a student’s attendance and contribution to class. Because class attendance is crucial for the course, it is expected that each student attend and participate in all class periods. Participation in college-sponsored activities, where the student is an official representative of the College of Charleston (such as intercollegiate athletic competition, academic program sanctioned research presentation or artistic performance) may result in absence(s). Such absences will be excused. Should an excused absence affect graded work e.g. exams, quizzes, etc. I will make reasonable accommodations provided that the student has submitted documentation of their College representation related commitment from the appropriate College authority at least one week prior to the scheduled absence. Regardless of any accommodation granted, the student is responsible for all information disseminated in class and satisfying all academic objectives, requirements and prerequisites as defined by the instructor and the College.

**Academic Integrity Statement:**
Lying, cheating, attempted cheating, and plagiarism are violations of our Honor Code that, when suspected, are investigated. Each incident will be examined to determine the degree of deception involved.

Incidents where the instructor determines the student’s actions are related more to misunderstanding and confusion will be handled by the instructor. The instructor designs an intervention or assigns a grade reduction to help prevent the student from repeating the error. The response is recorded on a form and signed both by the instructor and the student. It is forwarded to the Office of 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 XXF in the course, indicating failure of the course due to academic dishonesty. This status indicator will appear on the student’s transcript for two years after which the student may petition for the XX to be expunged. The F is permanent.

Students can find the complete Honor Code and all related processes in the Student Handbook at: [http://deanofstudents.cofc.edu/honor-system/studenthandbook/](http://deanofstudents.cofc.edu/honor-system/studenthandbook/).
Accommodations for Students with Disabilities:
Any student eligible for and needing accommodations because of a disability is requested to speak with the professor during the first two weeks of class or as soon as the student has been approved for services so that reasonable accommodations can be arranged. [Center for Disability Services/SNAP](#).

**OAKS**: including Gradebook, will be used for this course throughout the semester to provide the syllabus and class materials and grades for each assignment, which will be regularly posted.

**Recording of Classes (via ZOOM)** Class sessions may be recorded via both voice and video recording. By attending and remaining in this class, the student consents to being recorded.

**Inclement Weather, Pandemic or Substantial Interruption of Instruction** If in-person classes are suspended, faculty will announce to their students a detailed plan for a change in modality to ensure the continuity of learning. All students must have access to a computer equipped with a web camera, microphone, and Internet access. Resources are available to provide students with these essential tools. Effective participation requires reading assignments before completing each module and making relevant comments on the discussion board. Students are responsible for accessing the on-line content. The instructor is not responsible for any loss of connection or internet service. The best way to avoid any problem is to plan and complete modules before any due date to guarantee that you will not miss any deadlines.
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<thead>
<tr>
<th>Date</th>
<th>Chapter</th>
<th>Topic</th>
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<tbody>
<tr>
<td>1/12</td>
<td></td>
<td>Introduction and Overview</td>
</tr>
<tr>
<td>1/14</td>
<td>1</td>
<td>Introduction to Financial Management</td>
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<tr>
<td>1/19</td>
<td>2</td>
<td>Financial Statements</td>
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<td>1/21</td>
<td>2</td>
<td>Financial Statements</td>
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<td>1/26</td>
<td>3</td>
<td>Working with Financial Statements</td>
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<td>1/28</td>
<td>3</td>
<td>Working with Financial Statements</td>
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<td>Time Value of Money</td>
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<td>2/4</td>
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<td>Time Value of Money</td>
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<td>2/9</td>
<td>5</td>
<td>Discounted Cash Flow</td>
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<td>2/11</td>
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<td>Exam #1</td>
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<td>Interest Rates and Bond Valuation</td>
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<td>2/18</td>
<td>6</td>
<td>Interest Rates and Bond Valuation</td>
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<td>2/23</td>
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<td>Stock Valuation</td>
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<td>2/25</td>
<td>7</td>
<td>Stock Valuation</td>
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<tr>
<td>3/2,4</td>
<td>7</td>
<td>Review/Study Days - no classes</td>
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<td>3/9</td>
<td>8</td>
<td>NPV and other investment criteria</td>
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<tr>
<td>3/11</td>
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<td>NPV and other investment criteria</td>
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<td>3/16</td>
<td>9</td>
<td>Making capital investment decisions</td>
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<td>3/18</td>
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<td>Making capital investment decisions</td>
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<td>3/23</td>
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<td>Catch Up</td>
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<td>Exam #2</td>
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<td>3/30</td>
<td>10</td>
<td>Lessons from Capital Market History</td>
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<tr>
<td>4/1</td>
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<td>Lessons from Capital Market History</td>
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<tr>
<td>4/6</td>
<td>11</td>
<td>Risk/Return</td>
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<td>4/8</td>
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<td>Risk/Return</td>
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<td>4/13</td>
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<td>Cost of Capital</td>
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<td>4/15</td>
<td>12</td>
<td>Cost of Capital</td>
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<tr>
<td>4/20</td>
<td>13</td>
<td>Leverage and Capital Structure</td>
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<tr>
<td>4/21</td>
<td>14, 15</td>
<td>Raising Capital/Dividend Policy Please note: Tr classes meet on this Wed.</td>
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<tr>
<td>4/27</td>
<td></td>
<td>Final Exam 10:30am-12:30pm</td>
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