



Spring 2021

Financial Management | FINN 3120 | 3 credits

Sections 04, 05 & 06

Faculty: Mrs. Cynthia P. Bush

Email: cynthia.bush@uncc.edu

Office: Friday 341A (won't be there during the semester)

Phone: 708-687-5078 (best to email me instead)

Office Hours: Via Zoom MTWTH: 1:00pm – 2:00pm and by appointment

Graduate Assistants: Emily Hoffmann ehoffm11@uncc.edu and Thomas Longin tlongin@uncc.edu

Official Times:

Section 04: TTH 8:30 – 9:45am online

Section 05: TTH 10:00 – 11:15am, online

Section 06: TTH 2:30 – 3:45pm, online

This syllabus contains the policies and expectations I have established for this course. Please read the entire syllabus carefully before continuing in this course. These policies and expectations are intended to create a productive learning atmosphere for all students. Be prepared to abide by these policies and expectations, so that you don't risk losing the opportunity to participate further in the course.

I may modify the standards and requirements set forth in this syllabus at any time. Notice of such changes will be announced and posted on the course Canvas.

Course Description

Financial management represents the process of planning for, acquiring, and allocating funds by a business enterprise. This process involves several decision-making tools, including time value of money, financial statement analysis and financial forecasting, working capital management, pricing risks facing the firm, and asset and project valuation. This semester we will investigate how each of these decision-making tools is used to help financial managers accomplish their goals. Computer and financial calculator applications will be included where appropriate.

Course Objective

The objective of FINN 3120 Financial Management is to provide students with an introduction to the nature and methods of financial analysis within the context of the business enterprise. To accomplish this objective, we will focus our attention on:

- Developing an awareness of some major financial problems facing modern, for-profit business organizations as well as individual consumers;

- Obtaining an understanding of the basic principles and concepts necessary to analyze these financial problems; and
- Developing the ability to apply these principles and concepts so that students can independently evaluate alternative solutions to basic problems confronting the financial manager.

Academic Prerequisites

To enroll in this course, students must have achieved all of the following:

- Declared a major in the College of Business
- Achieved at least a junior standing with 60 or more semester hours completed
- Completed the following courses
 - MATH 1120 Calculus
 - STAT 1220 Statistics I
 - ACCT 2121 Principles of Accounting I and ACCT 2122 Principles of Accounting II
 - ECON 2101 Macroeconomics and ECON 2102 Microeconomics
 - INFO 2130 Introduction to Business Computing (or successful completion of the Microcomputer Proficiency Test)
- IMPORTANT: This course builds on the prerequisites listed above. Therefore, please review this material thoroughly before the start of the class.
- I DO NOT have the authority to add students to the course or override any prerequisites to registration. Please contact Undergraduate Advising if you have questions about this.

“Flipped” Instructional Method

- **This course is “flipped”** meaning that students pace themselves through material outside of the classroom. Class time is utilized primarily for expanding on challenging material and allowing students to explore their understanding of the concepts through active learning group exercises.
- In order to do well in this class, complete all homework on schedule, attend class and participate fully in the team exercises. Do NOT fall behind in terms of completing the work on time.
- Note that electronic video and/or audio recording is not permitted during class unless the student first obtains permission from the instructor. If permission is granted, any distribution of the recording is prohibited. Students with specific electronic recording accommodations authorized by the Office of Disability Services do not require instructor permission; however, the instructor must be notified of any such accommodation prior to recording. Any distribution of such recordings is prohibited.

Required Materials

Textbook

- We utilize McGraw Hill’s Connect for this course. It’s an interactive learning program.
- Connect includes an online textbook and online assignments. The online textbook is Essentials of Corporate Finance, 10th Edition, by Ross, Westerfield and Jordan.
- This course is part of the First Day program; so you **Do Not purchase the digital textbook as it is included in your course registration**, along with online access to Connect. You will be able to access Connect materials through Canvas on the first day of class.
- If you drop this course on or prior to the last day of DROP/ADD period, your account will be fully refunded automatically for the cost of Connect.
- If you would like an optional, binder-ready, loose-leaf version of the textbook, there are 2 options:
 - To Purchase OPTIONAL Printed Loose-Leaf Textbook from UNCC Bookstore.
 - Input course info on the UNCC bookstore website
 - Purchase the loose-leaf, which is <\$50. This is the option that is circled below
 - To Purchase OPTIONAL Printed Loose-Leaf Textbook Directly from the Publisher

- In Canvas, click on the link on the left-hand side of the page entitled “McGraw Hill” that’s shown approximately half-way down the page in the left hand margin
- The link will take you to the textbook publisher’s website, where you can complete the Connect registration in a few short steps and purchase the loose-leaf text

CATME

- This is a grouping/peer review software for our group exercises.
- It cost < \$5 via the UNCC bookstore.
- Pay for the software on the UNCC’s website and you will receive a license number via email.
- KEEP the license number until I explain how to use it.

UNCC Bookstore Website

- The image below is a picture of what you will see on UNCC’s bookstore’s website for this course.
 - **Do NOT purchase** the first item (Essen of Corp. Finance-Connect Access).
 - The last item (Essen. of Corp Finance LL) is an optional, loose-leaf textbook. It is NOT required.
 - The middle item (CATME Student License) **is a required** license. Once you purchase it from the UNCC bookstore, the license will be emailed to you.

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A "Package Component" is a title that is part of a required course materials package for your course. Be careful not to buy both the complete package and components separately.

COURSE NOTES:
Your course is part of the First Day program and the required digital materials are delivered within your course at a discounted rate. No additional purchase is required.

Image Not Available	<p>ESSEN.OF CORP.FINANCE-CONNECT ACCESS</p> <p><small>REQUIRED ByROSS</small></p> <p>EDITION: 10TH 20 PUBLISHER: MCG BOOK NOTES: This product is for student use and is provided out from the discounted course materials package.</p>	<p>from \$185.70 - \$185.70</p> <p>SELECT FORMAT ▼</p>
Image Not Available	<p>CATME STUDENT LICENSE</p> <p><small>REQUIRED ByCATME</small></p> <p>EDITION: N/A PUBLISHER: CATME ISBN: 2818440092077</p>	<p>from \$2.85 - \$2.85</p> <p>SELECT FORMAT ▼</p>
Image Not Available	<p>ESSEN.OF CORP.FINANCE (LL) >CUSTOM<</p> <p><small>PACKAGE COMPONENT ByROSS</small></p> <p>EDITION: 10TH 20 PUBLISHER: MCG CUSTOM ISBN: 9781264116010</p>	<p>from \$32.15 - \$42.85</p> <p>SELECT FORMAT ▼</p>

Poll Everywhere

- Poll Everywhere will be used during this course. It is free but you must register for it.
- If you don’t have an account, create one with your **UNCC id** by going to <https://www.polleverywhere.com/>
- Upon entering your UNCC NinerNet email address, you will be prompted to sign in via UNCC’s Single-Sign-On. **Do NOT** use your personal email address (ie gmail, yahoo, etc.)
- The response link for Poll Everywhere will be provided and it will change per assignment
- Follow these instructions to download Poll Everywhere to your phone <https://www.polleverywhere.com/support/articles/pollev-mobile/install>
- Information on Poll Everywhere is available at: <https://teaching.uncc.edu/academic-technologies/student-response-system/poll-everywhere-faqs>

Web Enabled Laptop with Microphone and Camera

- Access to web-enabled software using a device such as a smart phone, tablet, laptop, etc. is required and it **MUST** have a built in or standalone camera and microphone. Note that a laptop is preferred as it will be easier to use for tests, quizzes, homework, etc.
- You can investigate borrowing a laptop from the UNCC library to use to complete course material, check grades, etc. if you don't own one.

PlayPosit

- PlayPosit will be used during this course. It is free, but you must register for it.
- If you don't have an account, create one with your **UNCC id** by going to <https://go.playposit.com/>
- Indicate that you are a student and use your UNCC NinerNet email address to sign up for it. Do NOT use your personal email address (ie, gmail, yahoo, etc.)

Financial Calculator

Consistent access to a financial calculator is required.

- Given the frequent quantitative manipulation of financial information required in finance and this course in particular, it is necessary for each student to have access to a basic financial calculator to complete this course in a satisfactory manner.
- A basic financial calculator can accommodate time value of money problems, net present value problems, calculation of the yield to maturity (YTM) associated with corporate bonds, the internal rate of return (IRR) associated with capital investment projects, and basic exponential functions.
- Students are welcome to select any brand of financial calculator that they prefer.
 - I will provide instruction on how to use the Texas Instruments BA II/BAII Plus and the Texas Instruments 83/84
 - Which calculator you choose is a matter of personal preference. Note there is a significant price difference between the BA II/BAII Plus and the TI 83/84, but price is not indicative of performance
 - In other words, paying more money for a calculator will not guarantee success in this course
 - The BA II Plus/BA II Plus Professional is approved for the Chartered Financial Analyst "CFA", Certified Financial Planner "CFP", and GARP Financial Risk Manager "FRM" exams, for students seeking those certifications
 - You can also use the HP12C, but be aware that it functions in Reverse Polish Notation and I won't provide directions on how to use it
- Calculator manuals and time value of money tables are not permitted to be used for exams or quizzes.

Canvas and UNCC Email

- Check Canvas and your UNCC email DAILY as materials will be periodically added.
- The syllabus, homework, videos and grades will be available in Canvas, accessible at <http://canvas.uncc.edu> for registered students. I may also post online quizzes, tests and other material in Canvas during the semester.
- When you email me, ensure you do so from your UNCC email address, as that is the only one to which I will respond. Do NOT email me from Gmail, Yahoo, etc. as I will not respond to those.
- Include your section and course name in the email subject.
- I will make every effort to respond to e-mails within 48 hours or by the next business day (e.g. an e-mail sent on a Friday morning will be replied to on Monday).

Technical Support

- Contact UNCC ITS help desk at help@uncc.edu or 704-687-5500 for everything except Connect.
- If you are having trouble using Connect, contact McGraw-Hill's Customer Support.
 - When contacting a support agent, you will always receive a case number. If you contact me about Connect issues, I will need this case number, so be sure to save it
 - McGraw Hill Website / Phone for Connect Support: www.mhhe.com/support (800) 331-5094 Hours (EST)
 - Connect Support is available 24 hours on weekdays and at limited times on weekends. Please plan accordingly. Connect Support hours:
 - Monday - Thursday: 24 hours
 - Friday: 12 AM - 9 PM Saturday: 10 AM - 8 PM, Sunday: 12 PM - 12 AM

Important Dates

Sections 04, 05, and 06

- First Day of Class: January 21, 2021
- Last Day to Add/Drop with No Grade: January 27, 2021
- Exam 1: **March 4, 2021**
- Last Day to Withdraw (subject to Withdrawal Policy): March 25, 2020
- Exam 2: **April 13, 2021**
- Last Day of Class: May 4, 2021

Final Exam

- Section 04: 8am on May 11, 2021
- Section 05: 8am on May 13, 2021
- Section 06: 2pm on May 11, 2021

Note you will be informed of length of final, but it's generally about an hour

Grading Criteria

Course Element	Points	Percentage
Exam 1	100	21%
Exam 2	100	21%
Final Exam	100	21%
Team Exercises/Peer Reviews/Other	92	20%
Homework	78	17%
Total	470	100%

Note: I may make some assignments extra credit. You will be notified if that is the case.

Grading Scale

- 423 - 470 points = A
- 376 - 422 points = B
- 329 - 375 points = C
- 282 - 328 points = D
- Below 282 points = F

Exams

- Exams are based on the assigned chapters of the text, lecture material, assigned videos, pop quizzes (if given), case studies, team exercises, homework and class discussions.
- Students are responsible for all assigned material regardless of whether it is discussed in class.
- If a student enters the exam late, either online or in person, the student may still take the exam, but will not receive any additional time to complete it.
- Students are expected to know how to perform the relevant keystroke sequences necessary to solve financial problems on their financial calculators during each exam. The calculator manual is NOT permitted during an exam.
- Calculators cannot be shared by multiple students during an exam. If you forget your calculator, you may have to perform all calculations manually during an exam.
- Cell phones/smart watches can't be used during exams, not even as calculators.
- Headphones are not permitted to be worn during class or exams.
- Students are permitted to use (1) 3 x 5 notecard for each exam. The front and back of the notecard can contain handwritten notes, formulas, etc. prepared by that student. No sharing or copying of other students' note cards is allowed.
- Please email me to make arrangements if you would like to review your exam results. Exams may not be retained or copied by students.
- There are no make-up exams available, except for the Final Exam.
 - Students who are unable to take a scheduled examination must present me with official, satisfactory documentation of a valid medical or family emergency BEFORE the examination. Those students whose documentation is acceptable will be eligible to have their next exam's point value increased by the points of the exam they missed.
 - For example, suppose a student presents satisfactory documentation IN ADVANCE that they are having surgery the day of Exam 1 and will not be able to take it at the scheduled date/time. I will exclude Exam 1 from that student's total points. When that student takes Exam 2 on its scheduled date/time, Exam 2 will be worth 200 points instead of 100 points for that student.
 - If the student provides official, satisfactory documentation BEFORE the Final Exam that they can't take it at the regularly scheduled time, a make-up Final Exam will be scheduled. Note that the make-up Final Exam may be an all essay exam.

Homework/Quizzes/Team Exercises

- With the exception of the first week of the semester, homework is usually due every Sunday, though there may be exceptions. Given the vagaries of weather, the pandemic, etc., I will notify you if this has to be modified.
- Homework should always be completed on time as it helps you learn the material and practice the calculations. Additionally, homework assignments will serve as a reference for the content of some exam questions, though exam questions may be more complex.
- Homework solutions are available in Canvas.
- Unannounced or announced quizzes may be given in class or online. If you miss a quiz, you will receive a 0 for that quiz and will not be able to make it up.
- All team members receive the same number of points for completing team exercises, as long as they were in attendance and participating during the team exercise. Team exercises CANNOT be made up if you are absent or late to class, either online or in person.

Attendance

- Students are highly encouraged to attend every online session as any material discussed during class may be on an exam.
- Team exercises must be completed during class and only students considered present will be eligible to receive points for those assignments.
- Unannounced quizzes may be given during class. Those cannot be made up if you miss class or arrive late.
- Students are expected to attend every class and remain in class for the duration of the session for which they are registered. Failure to attend class or arriving late may impact your ability to achieve course objectives which could affect your course grade. An absence, excused or unexcused, does not relieve a student of any course requirement. Regular class attendance is a student's obligation, as is a responsibility for all the work, including tests, group assignments, etc.
- In the unlikely event that I am late in arriving to class, wait 20 minutes after the start of class before leaving or logging off. Follow any instructions I may have given you about my anticipated tardiness.
- The United States Department of Education requires UNC Charlotte's Office of Financial Aid to determine if a student who receives financial aid and fails to earn a passing grade in a course has actually attended and/or completed the course. Because I do not take regular attendance for this course, the date I will report as your last date of attendance will be the latest of the following:
 - The date you last participated in an online discussion or activity; or
 - The date you last submitted an assignment/project/test/team exercise/quiz.
- If you earn an F or U grade, your last date of attendance will be reported to the US Department of Education. *This may require you to pay back any financial aid funds received for this course.* (For additional information, see [Last Date of Attendance FAQs](#) on the Registrar's website.)
- To return to class after being absent due to a period of **self-quarantine**, students should submit a copy of their Niner Health Check clearance email to me.
- To return to class after being absent due to a COVID-19 **diagnosis**, students should submit an [online request form](#) to Student Assistance and Support Services ("SASS"). Supporting documentation can be attached directly to the request form and should be from a student's health care provider or the Student Health Center, clearly indicating the dates of absences and the date the student is able to return to class. Instructors will be notified of such absences.
- If you are absent from class as a result of a COVID-19 diagnosis or quarantine, you are still responsible for completing all assignments. Please reach out to me if you have any questions.

Late Work

- All work is expected to be submitted to me by the specified due date and in the correct format.
- Late work WILL NOT be accepted.

Professionalism

Business is conducted more effectively when professional behavior is employed, so professional behavior is always expected and appreciated in class and online. Use polite language, provide constructive commentary and refrain from demeaning others in the class. Students exhibiting behavior I deem disruptive or inappropriate will be asked to leave the classroom or online session.

Investment Recommendations

- I utilize many real-world examples and case studies in class to illustrate the business concepts you are learning.
- Do not misconstrue these comments, examples, class discussions, team exercises, or case studies to be investment recommendations.
- I **NEVER** provide investment recommendations to students.

COVID-19 Protection:

- It is the policy of UNC Charlotte that all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the 49er community. Such behaviors currently specifically include the requirement that all students properly wear [CDC-compliant face coverings](#) while in buildings, including in classrooms and labs.

Copyright and Recording Information

Copyright

- My lectures and course materials, including presentations, tests, exams, outlines, and similar materials, are protected by copyright. I am the exclusive owner of copyright in those materials I create. I encourage you to take notes and make copies of course materials for your own educational use.
- You may not, nor may you knowingly allow others to reproduce or distribute lecture notes and course materials publicly without my express written consent. This includes providing materials to commercial course material suppliers such as CourseHero and other similar services.
- Students who publicly distribute or display or help others publicly distribute or display copies or modified copies of an instructor's course materials may be in violation of University Policy 406, The Code of Student Responsibility. Similarly, you own copyright in your original papers and exam essays. If I am interested in posting your answers or papers on the course web site, I will request your written permission

Recording the Class

- Electronic video, image capture, and/or audio recording is not permitted during class, whether conducted in person or online, unless the student obtains permission from the instructor. If permission is granted, any distribution of the recording is prohibited.
- Students with specific electronic recording accommodations authorized by the Office of Disability Services do not require instructor permission; however, the instructor must be notified of any such accommodation prior to recording. Any distribution of such recordings is prohibited.

Other Valuable Information

- This course is an analytical (which means quantitative) course. Lectures are based on the material in the text and current events drawn from real case studies and business periodicals.
- The use of internet enabled electronic devices like cell phones, tablets, laptops, etc. are not permitted in class unless used solely for note-taking and other class related work where I expressly instruct you to use them. You should leave the classroom (in person or online) when you want to use electronic devices for non-class related activities, including phone calls, texting, web surfing, etc.

Academic Integrity

All UNCC students have the responsibility to be familiar with and to observe the requirements of the UNCC Code of Student Academic Integrity (see the Catalog). This code forbids cheating, fabrication or falsification of information, multiple submission of academic work, plagiarism, abuse of academic materials (such as Library books on reserve), and complicity in academic dishonesty (helping others to violate the code). Any further specific requirements or permission regarding academic integrity in this course will be stated by the instructor, and are also binding on the students in this course. Students who violate the code can be punished to the extent of being permanently expelled from UNCC and having this fact recorded on their official transcripts. The normal penalty is zero credit on the work involving dishonesty and further substantial reduction of the course grade. In almost all cases, the course grade is reduced to F. If you do not have a copy of the code, you can obtain one from the Dean of Students Office. Standards of academic integrity will be enforced in this course. Students are expected to report cases of academic dishonesty they become aware of to the course instructor who is responsible for dealing with them.

Dis-enrollment

At the discretion of the department offering a course, a student may be dis-enrolled from a course section if he or she does not attend the first scheduled meeting of the section. The department chair has the responsibility for providing timely notification to the student who is dis-enrolled.

Course Withdrawal

- Under the UNCC Course Withdrawal Policy, students may withdraw from a course until the withdrawal deadline, and a mark of “W” will be assigned.
- No withdrawals are permitted after the course withdrawal deadline.
- It is the student’s responsibility to determine by the withdrawal deadline whether to withdraw from the course or stay in the course for a grade and to initiate the process.

Diversity

The Belk College of Business strives to create an inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socioeconomic status.

Disability

UNC Charlotte is committed to access to education. If you have a disability and need academic accommodations, please provide a letter of accommodation from Disability Services early in the semester. For more information on accommodations, contact the Office of Disability Services at 704-687-0040 or visit their office in Fretwell 230.

Adverse Weather Policies

The University’s Adverse Weather Policy (University Policy 701; <http://legal.uncc.edu/policies/up-701>) states that, without exceptions, the University is open unless the Chancellor (or Chancellor’s delegate) announces that the University is closed. The University’s inclement weather number is 704-687-1900.

Tentative Course Schedule, Subject to Change

Week	Dates	Topic
Week 1:		Introduction Chapter 1: Introduction to Financial Management
Module 1		
Week 2		Business Forms and Agency Conflict
	January 24	Homework due
	January 27	Last Day to Add/Drop w/no Grade
Week 3		Markets & IPOs
	January 31	Homework due
Week 4		Homework due before and after Spring Break
	February 7	Homework due
	February 8 – 13	Spring Break
Week 5		Capital Markets
	February 14	Homework due
	February 18	No class per university calendar
Week 6		Accounting
	February 21	Homework due
Week 7		Exam 1
	February 28	Homework due
	March 4	Sections 04, 05, 06: Exam 1 covering Chapters 1, 15, 2, 3
Module 2		
Week 8		Time Value of Money Part I
	March 7	Homework due
Week 9		Time Value of Money Part II
	March 14	Homework due

Week 10		Bonds
	March 21	Homework due
	March 25	Last day to withdraw
Week 11		Stocks
	March 28	Homework due
Week 12		Stocks II
	April 4	Homework due
Week 13		Exam 2
	April 11	Homework
	April 13	Sections 04, 05, 06: Exam 2 covering Chapters 4, 5, 6, 7
Module 3		
Week 13 cont.		WACC
Week 14		Evaluating Projects
	April 18	Homework due
Week 15		Capital Markets History
	April 25	Homework due
Week 16		Final Exam Review
	May 2	Homework due
	May 4	Last class
	May 11th @ 8am	Section 04 Final Exam covering Chapters 8, 10, 12
	May 13th @ 8am	Section 05 Final Exam covering Chapters 8, 10, 12
	May 11 @ 2pm	Section 06 Final Exam covering Chapters 8, 10, 12