



Spring 2021

Analysis for Financial Management | MSMG 6170

Faculty: Mrs. Cynthia P. Bush

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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 Time:

W: 9:30 – 12:15pm 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

This course is designed to introduce students to the theory and practice of financial management, including financial instruments and markets, financial statement analysis, financial forecasting, cost of capital, and evaluating investment opportunities. Students learn methods and techniques for assessing the financial health of a company, planning future financial performance, and creating value for shareholders.

Course Objective

The objective of this course is to provide students with a strong foundation of and overview into the world of corporate finance. It will emphasize those areas that are valuable to financial decision makers and provide a conceptual framework for evaluating situations typically faced by enterprise owners, managers and investors. By the end of the course, students should have an appreciation for why enterprises seek funding, common methods they use to obtain funding, and how to evaluate the effective utilization of said funding.

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“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 team 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 will be using Pearson’s MyFinanceLab for this course, which is an interactive learning program by your textbook publisher.
- MyFinanceLab includes an online textbook and your online homework assignments. The online textbook that is bundled with MyFinanceLab is Foundations of Finance, 10th Edition, by Keown/Martin/Petty. Publisher: Pearson.
- You can purchase an access code to sign up for MyFinanceLab by one of two methods
 - 1st Method: Go to UNCC’s bookstore website and enter the course name and section MSMG 6170 section U01
 - Per the screenshot below, you will see the option to purchase the online access code for MyFinanceLab (note there is only one format available)
 - Once you have the access code, follow the instructions in the attachment to access the course
 - If you are waiting for your financial aid, follow the 2nd method below

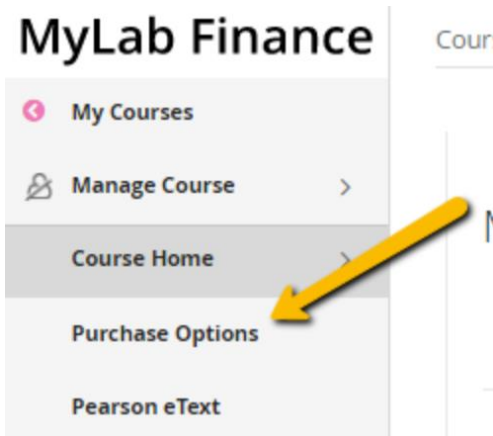
MSMG6170 U01 SPRING 2021

REMOVE COURSE x

The screenshot shows a product listing for 'FOUNDATIONS OF FINANCE-MYFINANCELAB'. On the left, there is a placeholder for an image with the text 'Image Not Available'. The product title is 'FOUNDATIONS OF FINANCE-MYFINANCELAB' in bold. Below the title, it says 'REQUIRED | By KEOWN'. Further down, it lists 'EDITION: 10TH 20' and 'PUBLISHER: PEARSON'. To the right of the title, the ISBN is '9780135160619'. On the far right, there is a price box showing 'from \$128.55 - \$128.55' and a dropdown menu labeled 'SELECT FORMAT' with a downward arrow.

- 2nd Method: You can purchase access to MyFinanceLab by buying it directly from Pearson, the publisher.
 - Follow the instructions in the link below or on the attachment.
 - https://help.pearsoncmg.com/integration/cq/canvas/student/en/content/get_started.htm
 - If you are waiting for your financial aid, you can request free, temporary access, which provides access to MyFinanceLab for the first two weeks of the semester
 - Note, you won’t be able to purchase MyFinanceLab via the publisher Canvas is available

- If you would like an OPTIONAL paper version of the textbook, that option is available via MyFinanceLab under “Purchase Options”



PlayPosit

- PlayPosit may 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 classroom 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. 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 class
 - 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.

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>

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- 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.).

Web Enabled Laptop

- 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.

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, as I teach other courses.
- 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 MyFinanceLab.
- If you are having trouble using MyFinanceLab, contact Pearson's Customer Support.
 - When contacting a support agent, you receive a case number. Save it in case your situation needs to be escalated.
 - Pearson Support: <https://support.pearson.com/getsupport/s/contactsupport>

Important Dates

- First Day of Class: January 20, 2021
- Last Day to Add/Drop with No Grade: January 27, 2021
- Midterm Exam: **March 10, 2021**
- Last Day to Withdraw (subject to Withdrawal Policy): March 25, 2021
- Last Day of Class: May 5, 2021
- Final Exam: TBD. Based on UNCC exam schedule. Will post when available

Grading Criteria

Course Element	Points	Percentage*
Midterm	100	21%
Final Exam	100	21%
Research Report	100	21%
Team Exercises/Quizzes/Other	96	20%
Homework	74	16%
Total	470	100%

*Note: I may make some assignments extra credit. You will be notified if that is the case.
Numbers may not add to 100% due to rounding

Grading Scale

- 423 - 470 points = A
- 376 - 422 points = B
- 329 - 375 points = C
- Below 329 points = U

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. There is not enough time during the exam to review keystroke instructions in your calculator manual and 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 the Midterm Exam and will not be able to take it at the scheduled date/time. I will exclude the Midterm Exam from that student's total points. When that student takes the Final Exam on its scheduled date/time, the Final Exam 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 is usually an all essay exam.

Homework/Quizzes/Team Exercises

- 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 group exercises, if they participated. 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 and 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, you must wait a full 20 minutes after the start of class before you may leave (in person or virtual) and you must 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.

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.

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.

COVID-19 Protection:

- It is the policy of UNC Charlotte for the semester that all students are required to engage in safe behaviors to avoid the spread of COVID-19 in the 49er community. Such behaviors currently 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 E. 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.

Course Schedule, Subject to Change

Week	Dates	Topic
Module 1		
Week 1:	January 20	Introduction to Financial Management
Week 2		The Markets
	January 24	Homework due
	January 27	Capital Markets introduction Last Day to Add/Drop w/no Grade
Week 3		The Markets (continued)
	January 31	Homework due
	February 3	Finish Capital Markets
Week 4		Spring Break Homework due after Spring Break
	February 8 – 13	Spring Break
Week 5		Accounting
	February 14	Homework due
	February 17	Accounting Statements
Week 6		Financial Statement Analysis
	February 21	Homework due
	February 24	Financial Statement Analysis
Week 7		Research Report
	February 28	Homework due
	March 3	Asynchronous Class
Week 8		
	March 7	Homework due
	March 10	Midterm Exam covering Chapters 1, 2, 3, 4
	March 12	Unsatisfactory grades due
Module 2		

Week 9		Company and Industry Analysis
	March 14	Homework due
	March 17	Company/Industry Analysis
Week 10		Time Value of Money
	March 21	Homework due
	March 24	Time Value of Money
	March 25	Last day to withdraw
Week 11		Investing
	March 28	Homework due
	March 31	TVM / Bonds
Week 12		Investing continued
	April 4	Homework due
	April 7	WACC/Beta
Week 13		Evaluating Projects
	April 11	Homework due
	April 14	NPV/IRR/Payback
Week 14		Market History
	April 18	Homework due
	April 21	Capital Markets History
Week 15		Market History continued
	April 25	Homework due
	April 28	Capital Markets History
Week 16		Final Exam Review
	May 2	Homework due
	May 5	Final Exam Review
	TBD	Final Exam covering Chapters 5, 6, 7, 8, 10