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BADM 322.01: Business Finance

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University of Montana
BADM 322
Syllabus and Course Outline
Summer Semester 2006

Professor: Dr. Timothy A. Manuel

Course Title: Business Finance

Class: *Section 1: MTWTh 9:30-11:20 GBB L11, May 22-June 23, 2006*

Office: GBB 305

Office Hours: MW 11:30-12:30: No appointment is necessary during office hours. Other times are available by appointment if needed; however, please schedule appointments outside of office hours at least one day in advance.

Phone: x2511, **Fax:** x2086, **Email:** tim.manuel@business.umt.edu

Required Materials:

- Ross, Stephen A., Randolph W. Westerfield and Bradford D. Jordan. *Essentials of Corporate Finance, 5th edition*, or latest, Richard D. Irwin Publishing. A study guide is available, but it is NOT required.
- **Course notes** are available electronically on Blackboard. You have been enrolled on Blackboard. Alternatively, you can access the files needed on Sentinal. To do this, go to the second floor labs in the Gallagher building and find a computer that is connected to Sentinal. Connect to Sentinal and find the folder titled 'manuel.' Under 'manuel' you will find the folder BADM 322. In this folder you will find the notes files in Microsoft Word format. Copy the files to a disk and print them somewhere where the print cost is low. Once you have the files you may change the fonts, etc. to improve the look or to save pages but make sure the layout is still readable. You will need the course notes outlines to keep up with the lectures; without these you will quickly fall behind.
- A **financial calculator** is required. I require you to learn the equations and to know how to use a financial calculator. I occasionally lecture on how to use the Hewlett-Packard business calculators. The HP 10B is an excellent choice as is the TI BAI or BAI Plus. The HP 12B is fine also. The HP 12C can do almost all the calculations we will cover, but it is more difficult to use, and I am not very familiar with it. I may or may not be able to help you find solutions to problems if you have a TI 83 or other type of calculator. Make sure your calculator has a y^x key and a LN key.

Course Objective:

The student is expected to learn the terminology, tools and fundamental principles underlying financial decision making. Major emphasis will be placed on understanding the basic concepts of finance and formulating solutions to common problems encountered in the finance environment. The course will stress corporate applications rather than investments or financial institutions. Please read the appropriate chapter(s) and obtain the appropriate set of notes from Sentinal prior to the lecture.

Prerequisites:

Junior, senior or graduate standing is required. In addition, all students should have successfully completed all lower division common body of knowledge requirements before taking this class, including Acct 201 and Acct 202, Econ 111 and Econ 112 or the equivalent.

Cheating:

Anyone who gives or receives help on a test or other graded assignment will receive a grade of zero for that test or assignment. There are no exceptions to this rule.

Grading:

There will be up to four 100 point tests, for a total of 400 possible points. Final grades will be based on the following absolute scale:

- A 360 or more points**
- B 320 to 359 points**
- C 280 to 319 points**
- D 240 to 279 points**
- F 239 or fewer points**

You may use a one page (both sides) 8½ x 11 cheat sheet and a calculator (no laptops, cell phone calculators or handhelds) on all tests, but you may not assist or receive assistance from other students. You may not use a cell phone during the test. All tests are true/false and multiple choice. All tests, including the final, must be taken with your enrolled section unless prior arrangements have been made with me.

Each student is expected to do his/her own work. Cheating or copying will result in a grade of zero for that assignment. There are no exceptions to this rule. All students must practice academic honesty. Academic misconduct is subject to an academic penalty by the course instructor and/or a disciplinary sanction by the University. All students need to be familiar with and adhere to the Student Conduct Code. The Code is available for review online at <http://www.umt.edu/SA/VP/SA/indec.cfm/page/1321>.

Makeup Tests:

Makeup tests will generally not be given, but I am flexible in assisting you to take the exam in a timely fashion if you work with me and arrange to take the test before it is handed back. If you must miss a scheduled exam you must notify me in writing prior to the missed exam, otherwise you will receive a grade of zero for that exam. Work and transportation problems will not normally result in an excused absence so plan ahead. In the rare circumstances where a makeup is given, it may be significantly different and is often harder than the regular tests because there are only so many obvious questions to ask. A makeup may not be the same form of test or may be supplemented with an oral exam at my option.

BADM 322 Summer 2006 Tentative Course Outline

Tests & assignment dates are subject to changes announced in class. You are responsible for coming to class and finding out about any changes in test/assignment dates. Practice homework may be assigned to help you learn the material. Homework is not graded and will not be turned in.

	Syllabus, Introduction
	An Organization's Goals and Forms and Basic Performance Measurement Tools Chapter 1 & 2: Introduction, Taxes and Cash Flows Chapter 3: Working with Financial Statements and Rudiments of Long Term Planning Test 1 over Chapters 1, 2 & 3
	Financing the Firm and the Time Value of Money Chapter 16: Short Term Financial Planning and the Cash Budget Chapter 15: Raising Capital Chapter 4: Introduction to the Time Value of Money Test 2 over Chapters 16, 15 and (time permitting) Ch 4
	Applying Time Value Methods to Value Stocks and Bonds Chapter 5: The Time Value of Money Chapter 6: Bonds Chapter 7: Stocks Test 3 over Chapters 5, 6 and 7
	Risk, Capital Budgeting and Other Topics Chapter 8: NPV & Other Investment Criteria Chapters 10 & 11: Risk & Return Test 4 over material covered since Test 3 (last day of class)