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FIN 322.01: Business Finance

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*University of Montana Fin 322
Syllabus and Course Outline
Summer Session I 2007*

Professor: Dr. Timothy A. Manuel

Course Title: Business Finance

Class: Section 1: MTWTh 9:30-11:20 GBB L09 CRN: 50651

Office: GBB 305 **Office Hours:** MW 11:40-12:40 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. **Contact Methods: 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, with Homework Manager, Richard D. Irwin Publishing.
- **Course notes** are available electronically on Blackboard and you are expected to be familiar with Blackboard. Some notes files are available on the Sentinel server but most are only on Blackboard. To access the files on Sentinel, go to the second floor labs in the Gallagher building and find a computer that is connected to Sentinel. Connect to Sentinel and find the folder titled 'manuel.' Under 'manuel' you will find the folder Fin 322. In this folder you will find some of 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 outlines to keep up with lecture notes; without them you will quickly fall behind.
- You must have access to the Internet and to the Homework Manager that comes with the text.
- 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 and TI *business* calculators. The H-P calculators are easier to use. I may or may not be able to help you find solutions to problems if you have another 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 Sentinel 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. If you have not completed the requirements you must drop the class or you will receive a **failing grade** for the class. This may result in forfeiture of all tuition and fees paid.

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. Each student is expected to do his/her own work. 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>.

Grading:

There will be four 100 point tests plus web based graded homework worth 100 points total. Students must have access to the Internet based McGraw-Hill Homework Manager (access comes with the purchase of a textbook). We will cover at least twelve chapters of the text, homework for each chapter will count as 10 points, your two lowest homework scores will be dropped so you may gain up to 100 points on homework.

A	465 or more points	C+	385 to 399 points	D-	300 to 314 points
A-	450 to 464 points	C	365 to 384 points	F	< 300 points
B+	435 to 449 points	C-	350 to 364 points		
B	415 to 434 points	D+	335 to 349 points		
B-	400 to 414 points	D	315 to 334 points		

You may use a one page (both sides) 8½ x 11 cheat sheet and a calculator (no laptops, cell phones 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, otherwise you will receive a grade of zero for that test. All grades are nonnegotiable.

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.

Fin 322 Summer 2007 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)