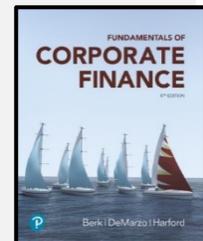




Lincoln University
BA 303 – Finance Management
COURSE SYLLABUS
Summer 2022

Instructor:	Dr. Mohamed Tailab
Lecture Schedule	T & Th 12:30 pm – 3:15 pm
Credit:	3 units (45 hours of lectures)
Level	Mastery 1 (M1)
Office Hours:	Wednesday, 10:30 am – 11:45am, 4th Floor, Room 402 Monday, 11:00 am –12:00 pm, 4th Floor, Room 402 E-mail: mtailab@lincolnuca.edu
Textbooks:	Fundamentals of Corporate Finance, Pearson; 5th edition (Berk, DeMarzo & Harford,) March 23rd, 2021
Last Revision:	May 21, 2022
NOTE:	This schedule is subject to change



COURSE DESCRIPTION

A consideration of financial control at the corporate management level, with special emphasis on the policies and practices required to place and control the sources and uses of capital. Emphasis will be placed on capital management and evaluation of alternative opportunities. Also examined are such matters as valuation, cash flow, funds acquisition, long-term financing, and budgets as tools for decision-making. (3 units)

EDUCATIONAL OBJECTIVES

The objectives of the course are to study the finance function of a business firm and to introduce the theoretical framework and analytical tools and techniques of financial management to help make appropriate financial decisions. Students will learn about fundamental issues of business finance and key analytic tools used in the real business world. The main topics covered include, but are not limited to, (1.) financial markets and instruments, (2.) financial statement and ratio analyses, (3.) time value of money, (4.) asset valuation and the trade-off between risk and return, (5.) cost of capital, cash flow and capital structure, and (6.) investment, financing, and dividend policy decisions of the firm.

COURSE LEARNING OUTCOME¹

	Course learning outcomes (CLOs)	Program Learning Outcomes	Institutional Learning Outcomes	Assessment activities
1	Application and analysis of concepts, theories, and tools used in financial decision-making.	PLOs 1, 2, 6	ILO 1b, 2b	Assignments, Case studies, Closed-book exam.
2	Analysis of financial statements for performance evaluation, including ratio analysis.	PLOs 1, 2, 6	ILO 1b, 2b	Assignments, Case studies, Midterm/ Final exams
3	An understanding of time value of money related to security pricing, capital budgeting, and the associated cost of capital and capital structure	PLOs 1, 2	ILO 1b, 2b	Assignments, Case studies, Closed-book exam.
4	Study of various working capital management techniques and dividend policies.	PLOs 1, 2	ILO 1b, 2b	Group case studies, Assignments, and Exams
5	Hands-on experience in the use and application of financial tools	PLOs 1, 2	ILO 1b, 2b	Use of excel software and, Individual case study

CLASSROOM TECHNOLOGY

In this class students will be working to complete a manual practice set versus a computerized practice set by using either Financial Calculator or Laptop Computer with Excel.

- **Kahoot.it:** Kahoot is a website which makes learning awesome and makes problem solving fun. Kahoot brings fun into learning, for any subject, for all ages. Create, play, and share learning games for free. Kahoot will be used in this class for quizzes and class evaluation. Students will be allowed to use their smartphones to solve the quiz game. <https://kahoot.it>

OTHER MATERIALS

Large notebook, mechanical pencil, eraser, pen, Financial calculator, 3” x 5” index cards, rubber bands, ruler, tab dividers, and quick study guide (Available in the Library). Assignments and projects require students to actively use resources of the library. Detailed guide to business resources of the library as well as the description of Lincoln University approach to information literacy are available at the [Center for Teaching and Learning](http://ctl.lincolnuca.edu) website (ctl.lincolnuca.edu).

KEYS TO SUCCESS

To have a good preparation for class, I strongly recommend you follow these steps:

1. Before class, read the PowerPoint slides posted on Canvas.
2. Take notes in the class; summarize the main ideas in your index cards.
3. If you are having difficulty, read the specified pages of the textbook and work through the end of chapter problems and solutions to supplement your understanding of the material.
4. If you are still facing some challenges, stop by my office either during office hours or any time by appointment through e-mail.

GRADING

All activities will be graded according to the points as shown below.

Grade	A	A-	B+	B	B-	C+	C	C-	D+	D	F
Points	95-100	90-94	87-89	84-86	80-83	77-79	74-76	70-73	67-69	60-66	0-59
Tentative Weights	Participation		5%			Case studies			15%		
	Problems		15%								
	Quizzes		5%			Final comprehensive Exams			60%		
<p>Note: No student will get a grade above B+ without presenting, handling every homework and report, and taking the midterms. Missing the final exam will result in a failing grade for the course, no matter how much points you have accumulated.</p>											

CLASSROOM PROTOCOL

Students are expected to arrive on time and be prepared to take quiz and participate. If for some reason you are running late, **do not skip the class**. I prefer that you come late than not at all. If you must leave class early, please tell the instructor before class starts. If you cannot attend the class or other activities such as homework or quizzes for a strong reason, please inform the instructor in advance so that arrangements can be made to complete any missed work after the absence. All communication and electronic devices should be turned off or silent in the classroom (cell phones, music devices, etc.).

HOMEWORK

The homework problems cover all chapters from 1 through 14 in the textbook. Students should work with their study team members to complete the homework. There will be three to five homework problems and one case study per chapter and each team will include among three to five members (Due to the class size), and each team member will complete one homework problem per chapter. The assignments, and the case study will be posted on canvas weekly. Each member is responsible for completing his or her share of the homework. After finishing the homework, students must submit their homework on time. The title page must include a student's name, ID, and what part of the assignment was completed by each group member. To approve the expectation that everyone in the group contributes their fair share of the work, one student from each group will be randomly selected to resolve the assignment on the board. No homework will be accepted after the final due date listed. Students will receive feedback from the instructor in the class, and they will be able to correct answers to master the material.

QUIZZES

Six (6) lesson quizzes will be given at the very beginning of the class. The primary purpose of these quizzes is to encourage and reward the student's timely progress through the course materials. Each lesson quiz covers only the material for the previous lecture. Each lesson quiz consists of some combination of true/false, multiple choice, and calculated questions. Only the 5 best out of the 6 possible quiz scores will be used in determining a student's final grade. **There will be no makeup quizzes given.**

EXAMS

One comprehensive exam [**Written Essay Exams and Closed Book**] will be given throughout the course. the exam will run for two hours and a half. Please note that the exams will be given from [**12:30 pm -3:00 pm**]. If you need additional time on an exam because of a university-

¹ Detailed description of learning outcomes and information about the assessment procedure are available at the [Center for Teaching and Learning](http://ctl.lincolnuca.edu) website (ctl.lincolnuca.edu).

recognized disability, I must be informed directly by the admission office. I will make whatever accommodations are recommended by them. The exams are not comprehensive and will cover only the materials indicated in the box below. Students are expected to take all exams at the scheduled time in the classroom. If a student is unable to take an exam at the scheduled time due to an emergency or extenuating circumstance, the student can take the exam during the instructor's office hours. **Missing the final exam will result in a failing grade for the course, no matter how much points you have accumulated.**

EXAM PREPARATION

In order to perform well on exams, the students must study as a group. One week before each exam, a sample exam with solutions will be posted on canvas. These sample exams will assist the students in preparing for the exams. Students **MUST** come to the exam with a pencil, eraser, and a simple calculator (cell phones will not be allowed as calculators).

CHEATING AND PLAGIARISM

Cheating is the actual or attempted practice of fraudulent or deceptive acts for the purpose of improving one's grade or obtaining course credit. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service. Penalties for cheating and plagiarism range from a 0 or F on an assignment, through an F for the course, to expulsion from the university. Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Dean of Students, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action.

ACADEMIC HONESTY

In the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property. Accordingly, Lincoln expects the highest standards of honesty and integrity from all members of the academic community. As a student, you must know that all forms of cheating, falsification, and plagiarism are against the rules of this course and of Lincoln University. It is your responsibility for asking the instructor for clarification, if you are not sure of what constitutes academic dishonesty are.

DISCUSSION AND PARTICIPATION

Participation includes preparing for class, completing assignments on time, engaging in class discussions and team presentations and homework explanations. Students are expected to be prepared for and participate in each week. You would lose some participation points if you were absent without informing the instructor, and if your behavior in the class obstructs other students to learn by leaving and returning to class while it is in session.

EXTRA HELP

If you find the course material challenging, please see me anytime. So, I can help you by clarifying lecture material. Additionally, do not wait to see me, if you are struggling.

METHODS OF INSTRUCTION

The instructor will conduct the course by giving lectures, facilitating solutions to in-class exercises, and conducting discussions to encourage class participation by students. Students must read each chapter before class according to the tentative schedule provided (see below), and they

are responsible to ask questions and request clarifications during the class session. The PowerPoint slides are designed to give students a head start in learning course materials, but they are not intended to substitute.

E-MAIL AND CANVAS

E-mail and Canvas are required for this course. E-mail is the best way to contact the instructor. E-mails are generally answered within 24 hours during the week. If you do not hear from me within that time, please contact me again. Students are required to use their university e-mail for correspondence and are responsible for checking their account daily for correspondence from the lecturer.

WORK ETHICS

Lincoln University instructs and evaluates students on work ethics. These work ethics have been identified and defined as essential for student success: appearance, attendance, attitude, character, communication, cooperation, organizational skills, productivity, respect, and teamwork. So, Lincoln University' students are expected to adhere to the highest standards of these 10 character traits in their behavior as well as their coursework.

RECOMMENDATION LETTERS

Students are eligible to apply for a Board Trustees Scholarship. This scholarship is awarded from funds provided by the University. The instructor gives only two recommendation letters one week before the semester ends. The best candidates should match the work ethics.

EARLY COURSE PERFORMANCE

The instructor uses Early Warning Form to advise students if they are not performing to his stratification for the course. Students who perform poorly on the midterm examination will be the subject of this form. This Form emphasizes that my concern is on learning the material-not just the grade. To be complete, you and the instructor should each sign the form (It is not mandatory). This will help ensure there can be no misunderstanding.

COURSE SCHEDULE

Week		Activities	
1	1	Introduction to the course (Syllabus)	
		Module 1: INTRODUCTION	
		Corporate Finance and the Financial Manager	Ch.1
	2	Introduction to Financial Statement Analysis	Ch.2
2		Module 2: INTEREST RATES AND VALUING CASH FLOWS	
	3	Time Value of Money: An Introduction	Ch.3
	4	Time Value of Money: Valuing Cash Flow Streams	Ch.4
3	5	Interest Rates	Ch.5
	6	Bonds	Ch.6
4	7	Stock Valuation	Ch.7
	8	Module 3: VALUATION AND THE FIRM	
		Investment Decision Rules	Ch.8
5	9	Fundamentals of Capital Budgeting	Ch.9
	10	Stock Valuation: A Second Look	Ch.10
6		Module 4: RISK AND RETURN	
	11	Risk and Return in Capital Markets	Ch.11
	12	Systematic Risk and the Equity Risk Premium	Ch.12

7	13	The Cost of Capital	Ch.13
	July 28	Final Exam	