

## Fall 2014 Course Syllabus

**Course Number: BA 303**  
**Course Title: Finance Management**  
**Credit: 3 units (45 hours of lecture)**  
**Days and Time: Tue. 12:30 pm to 3:15 pm**  
**Office hours: Tue. 3:15 to 4:15 pm or by appointment**  
**Instructor: Albert Loh**

### Course Materials

**Textbook:** Fundamentals of Financial Management, by Brigham & Houston, 13<sup>th</sup> edition (January 2012). ISBN-10: 0538482125; ISBN-13: 978-053848127. Concise edition or 12<sup>th</sup> edition is fine too.

**Tools:** A handheld calculator (mobile device calculator will not be allowed). Supplemental materials (such as periodical, article, or case study) will be provided in class.

### 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. Credit: 3 units (45 hours of lecture).

### Learning 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) cost of capital and capital budgeting techniques, (2) asset valuation and the trade-off between risk and return, (3) capital markets, and (4) the financing decisions of the firm.

### Instructional Methodology

The course will be conducted in the form of lectures and discussions on each topic shown in the class schedule below.

### Course Requirements and Evaluation

While in class, students are expected to conduct themselves in a professional manner. Professionalism includes regular attendance, participation in class discussions, civil conduct, and ethical behavior, etc. If a student is observed coming to class late often, being disrespectful to peers, texting or using mobile devices, or carrying on personal conversations during lecture, the professionalism portion of the grade will be reduced based on a demerit system. The course begins with each student having the full 50 points. Tardiness without valid reasons greater than 1 time will result in 5 points deduction. Behavioral offenses such as texting, using of mobile devices, or engaging in disorderly conduct in spite of reminder or warning will result in 10 points deduction.

Higher education is about learning how to learn. So in acquiring new knowledge, always pay attention to the learning objectives of each chapter or topic. In addition, you will enhance your understanding by solving the chapter problems to be assigned in class. Of course, you are welcome to bring questions to class for discussion by reading ahead of each classroom lecture. Achievement is assured when done repetitively.

Your performance in this course will be evaluated under the following model:

Mid-Exam 150 points	A = 450 - 500
Final Exam 200 points	B = 400 - 449
Professionalism: 50 points	C = 350 - 399
Term assignments (homework): 100 points	D = 300 - 349
Total 500 points	F = < 299

The mid-term and final exams will be closed book and include multiple choice questions and problems that are similar to the term assignments. They are designed to test both theory and problem solving. There will be no "extra credit" work during or after the semester.

The key to success in this course is communication and interaction. Thus, we will have to work as a team. First, we will create a positive learning environment where everyone can participate without fear. Second, relevant reading and problem assignments will be presented and discussed in class. When in doubt, ask.

**Scholastic Dishonesty**

Scholastic dishonesty will not be tolerated. Students who violate rules of academic dishonesty are subject to disciplinary penalties, including failure in the course and/or other actions from the University.

**Tentative Class Schedule**

Date	Topics
Sep 2	Chapters 1 & 2: Primer on financial management
Sep 9	Chapters 3 & 4: Financial statement analysis
Sep 16	Chapters 5: Time value of money (plus Financial statement analysis)
Sep 23	Chapter 6 & 7: Financial instruments: Debts
Sep 30	Chapter 8 & 9: Financial instruments: Equity
<b>Oct 7</b>	<b>2-hour Mid-term Exam</b>
Oct 14	Chapter 10: Cost of capital
Oct 21	Chapter 11: Capital budgeting
Oct 28	Chapter 12: Cash flow analysis
Nov 4	Chapter 14: Capital structure
Nov 18	Chapter 16: Working capital management
Dec 2	Chapters 17: Financial Planning and Forecasting
<b>Dec 9</b>	<b>Comprehensive Exam</b>

**Addendum: Supplemental Course Materials**

The PowerPoint slides are designed to give students a head start in learning course materials in a concise and coherent fashion. They are not intended to substitute, but complement, the textbook and classroom lectures. Don't just read; you need to absorb and understand the body of knowledge through a synthesis of critical thinking and problem solving skills. Thus attending classroom lectures and completing exercises and assignments are critical to your success.

**Go to the Computer Lab, and the technician will help you gain access to the PowerPoint slides.**

Syllabus reviewed: September 2, 2014