



FINANCIAL MANAGEMENT

Course Syllabus

3-0-3.0

Date: 12/5/11

COURSE NUMBER: BAF 260

PREREQUISITE(S): ACC 101 with a grade of "C" or better

CO-REQUISITE(S): None

COURSE DESCRIPTIONS

This course is a study of financial analysis and planning. Topics include working capital management, capital budgeting, and cost of capital. Financial forecasting, operating and financial leverage will also be discussed.

TEXTBOOK(S): Lasher, William R. Practical Financial Management. 6th Edition. South-Western. Cengage Learning, 2009. ISBN: 978-1-4390-8050-4

REFERENCE(S): None

OTHER REQUIRED MATERIALS, TOOLS, AND EQUIPMENT: Access to Microsoft Excel and computer with Internet access, Internet Explorer 5.0 or higher or other current browser, Java, word processing software (must be able to save Word format), and anti-virus software.

METHOD OF INSTRUCTION: This course will be taught via the Internet using online lecture notes, discussion board, and electronic messaging.

GRADING SYSTEM:

90	-	100	=	A
80	-	89	=	B
70	-	79	=	C
60	-	69	=	D
Below	-	60	=	F

The standard mathematical procedure of rounding will be applied to arrive at a whole number percentage in final grade calculation.

**GRADE
CALCULATION
METHOD:**

Tests	=	50%
Project	=	15%
Quizzes	=	10%
Homework	=	10%
Final Exam	=	15%
	=	<u>100%</u>

CONFIDENTIALITY:

All students' e-mail addresses may be available to other students in the class. Although some assignments in an online course may encourage or require peer communication, the instructor will make every effort to protect the confidentiality of any personal communication (for example, grades). However, you should recognize that e-mail and other electronic media are not secure; there is no guarantee of the privacy of your e-mail or other personal information.

**APPROPRIATE
ONLINE BEHAVIOR:**

The use of Spartanburg Community College's website, e-mail service or course management software for creation and/or distribution of material not pertaining to course participation is prohibited and is grounds for dismissal according to College policy under "disruptive behavior." Such actions, include, but are not limited to:

- Inappropriate use of email and discussion boards for:
 - ✓ Harassment
 - ✓ Unlawful solicitation
 - ✓ "Spamming"
 - ✓ "Flaming"
- Use of online editing tools within the course management software to:
 - ✓ Create offensive material
 - ✓ Link to inappropriate materials

**ATTENDANCE
POLICY:**

An electronic e-mail is required from each student to the instructor by the end of the drop/add period. At this time the Instructor will drop the student from the course if it is not received.

Instructors maintain attendance records. However, it is the student's responsibility to withdraw from a course. A student who stops attending the online class and fails to initiate a

withdrawal will remain on the class roster. *With this in mind, for every assignment, test or exam not completed while still enrolled in the course the student will receive a grade of zero and the final course grade will be calculated accordingly.*

Withdrawal Policy: During the first 75% of the course, a student may initiate withdrawal and receive a grade of W. A student cannot initiate a withdrawal during the last 25% of the course. Extenuating circumstances require documentation and approval by the appropriate department head and academic dean.

ACADEMIC CONDUCT:

ACADEMIC DISHONESTY: Students are expected to uphold the integrity of the College's standard of conduct, specifically in regards to academic honesty. All forms of academic dishonesty including, but not limited to, cheating on assignments/tests, plagiarism, collusion, and falsification of information will call for disciplinary action. Disciplinary action imposed may include one or more of the following: written reprimand, loss of credit for assignment/test, termination from course, and probation, suspension, or expulsion from the College. For further explanation of this and other conduct codes, please refer to the Student Handbook.

CLASS/LAB PROCEDURES:

The Learning Center, located in the rooms E-2 & E-5 of the East Building, provides computers for your use. Check the website <http://www.sccsc.edu/resources/tutoring/tlc> or call 592-4968 for current semester operating hours.

ACCOMMODATIONS:

Students who need special accommodations in this class because of a documented disability should notify Student Disability Services by calling (864) 592-4818, toll-free 1-800-922-3679; via email through the SCC web site at www.sccsc.edu/resources/disabilities; or by visiting the office located in the East Building Room 30-B on the SCC Central campus. Contacting Student Disability Services early in the semester gives the College an opportunity to provide necessary support services and appropriate accommodations.

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COURSE
OUTCOMES &
OBJECTIVES:

Upon satisfactory completion of this course, the student will be able to:

- I. Identify and evaluate Financial Assets, Markets, and Management.
 1. Evaluate the importance of Cash Flow
 2. Evaluate the relationship of Finance and Economic
 3. Recognize the forms of Business Organization and their Financial Impact
 4. Identify the Goals of Management
- II. Compute and evaluate financial ratios to evaluate the relative success of a firm
 1. Prepare an Income Statement
 2. Prepare a Comprehensive Balance Sheet
 3. Prepare a Statement of Cash Flow
 4. Calculate personal and corporate income taxes
- III. Compute and evaluate financial ratios to evaluate the relative success of a firm
 1. Compute 1) profitability, 2) asset utilization, 3) liquidity, and 4) debt utilization ratios
 2. Prepare trend studies of ratios and evaluate significant changes
 3. Explain the impact of inflation and accounting methods on financial ratios

- IV. Apply financial forecasting to produce budgets and business planning
 - 1. Explain the components of a business plan
 - 2. Explain the four kinds of business planning
 - 3. Prepare Financial Projections
 - 4. Analyze budgets and pro-forma statements in regards to company performance and industry position

- V. Determine and explain the Financial System, Corporate Governance, and Interest
 - 1. Evaluate savings and investments
 - 2. Determine the link between Stock Price and reported Financial Performance
 - 3. Evaluate the provisions of the Sarbanes-Oxley Act
 - 4. Determine the relationship between Interest and the Stock Market
 - 5. Determine the relationship between Interest and the Stock Market
 - 6. Evaluate the components of Interest Rates

- VI. Compute the Time Value of Money
 - 1. Compute the Future Value of an amount
 - 2. Compute the Present Value of an amount
 - 3. Compute values for Annuities

- VII. Evaluate the Characteristics of Bonds
 - 1. Determine the price of a bond
 - 2. Determine the yield at a given price
 - 3. Evaluate risky issues
 - 4. Determine the effect on Earnings per Share

- VIII. Evaluate the Characteristics of Stocks
 - 1. Determine the return on investment in common stock
 - 2. Determine the basis of stock value
 - 3. Illustrate the growth models of common stock valuation
 - 4. Evaluate institutional characteristics of common stock
 - 5. Evaluate characteristics of preferred stock

- IX. Evaluate Risk and Return
 - 1. Evaluate the definition of risk
 - 2. Evaluate risk aversion
 - 3. Determine how portfolio risk is affected when stocks are added
 - 4. Measure market risk

- X. Evaluate capital budgeting initiatives using appropriate financial methods
 - 1. Explain the difference between revenue expenditures and capital expenditures
 - 2. Explain the difference between cash flow and earnings from alternative investment opportunities
 - 3. Use payback method, internal rate of return, and net present value methods to evaluate capital investment alternatives
 - 4. Explain what it means when two or alternatives are mutually exclusive
 - 5. Use capital rationing strategies to select best investment alternatives

- XI. Determine Cash Flow Estimations
 - 1. Project Cash Flows
 - 2. Determine estimates for new venture cash flows
 - 3. Determine estimates for replacement project cash flows

- XII. Use effective team-building, problem-solving, and oral and written communication skills
 - 1. Use appropriate team-building skills
 - 2. Use appropriate problem-solving skills
 - 3. Use appropriate oral and written communication skills