



FINANCIAL MANAGEMENT

Course Syllabus

Date 12/5/11

C - L - CR
3 - 0 - 3.0

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 by lecture, brainstorming, demonstration, individual projects and group problem solving methods of instruction.

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	=	<u>15%</u>
	=	100%

**ATTENDANCE
POLICY:**

The student is responsible for punctual and regular attendance in all classes, laboratories, clinical, practica, internships, field trips, and other required class activities. The College does not grant excused absences; therefore, students are urged to reserve their absences for emergencies. When illness or other emergencies occur, the student is responsible for notifying instructors and completing missed work if approved for late submission by instructors.

The student is tardy if not in class at the time the class is scheduled to begin and is admitted to class at the discretion of the instructor.

Instructors maintain attendance records. However, it is the student's responsibility to withdraw from a course. A student enrolling in and attending at least one course session remains enrolled until the student initiates a withdrawal.

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.

Absences for Religious Holidays: Students who are absent from class in order to observe religious holidays are responsible for the content of any activities missed and for the completion of assignments occurring during the period of absence. Students who anticipate their observance of religious holidays will cause them to be absent from class and do not wish such absences to penalize their status in class should adhere to the following guidelines:

1. Observance of religious holidays resulting in three or fewer consecutive absences: Discuss the situation

with the instructor and provide written notice at least one week prior to the absence(s). Develop (in writing) and instructor-approved plan which outlines the make up of activities and assignments.

2. Observances of religious holidays resulting in four or more consecutive absences: Discuss the situation with the instructor and provide the instructor with written notice within the first 10 days of the academic term. Develop an instructor-approved plan with outlines the make up of activities and assignments.

**CLASSROOM
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.

CELLULAR PHONES AND PAGERS/BEEPERS: Cellular phones, pagers and beepers are not permitted to be turned on or used within the classroom. Use of these devices during classroom time will be considered a violation of the student code as it relates to "disruptive behavior."

**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.

Program Director

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Program Department Chair

Mrs. Karen Ravan
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**COURSE OUTCOMES
& OBJECTIVES:**

- 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 effects of exchange rates on companies that cross international borders
 - 2. Use methods to reduce foreign exchange risks
 - 3. Evaluate risks that must be assessed in making foreign exchange decisions
 - 4. Examine potential ways for financing international operations

- 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