

WebMBA 6060 – MANAGERIAL FINANCE – SUMMER 2015

Professor: Charles Hodges Office Hours: None for Summer Semester, but I am in most days from 1 PM to 4 PM.	Emergency E-mail: chodges@westga.edu Office Phone: 678-839-4816 Cell Phone: 770-301-8648
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COURSE DESCRIPTION:

This course is a study of financial risk and return, capital budgeting, valuation, capital structure, working capital management and current topics in financial management. It develops a student's knowledge, analytical skills and communication skills in the area of financial management. The course gives students tools to analyze a company's financial position relative to the industry, apply time value of money concepts to business cash flows, evaluate the acceptability of a short-term and long-term financial decision, and understand the relationship between capital structure, risk, and the cost of capital.

PREREQUISITES:

You should have completed a Corporate Finance class/module in which valuation, time value of money, and risk and return in which were major topics. You must possess a reasonable degree of knowledge related to using either Excel and/or a financial calculator. If you do not possess any Excel skills, you are strongly encouraged to obtain an Excel supplement or tutorial to aid you in working in Excel. Excel and/or financial calculators will be used extensively in this course and student output for the "Company Analysis Project" will be produced in an Excel worksheet.

SPECIAL OR UNIQUE STUDENT MATERIAL:

Unless you perform all analysis using a spreadsheet, a financial calculator with a "cash flow" button is necessary. It is preferred that you use a spreadsheet. But, our textbook and most of my audios and videos, **assume you are using a calculator**. Most finance professionals use calculators for simpler computations, and spreadsheets for complex and/or repeated similar computations. A weakness of my class and finance training in general, is my assumption you will tend to use calculators in your analysis. The calculator must be programmed to compute net present value (NPV) and internal rate of return (IRR). Examples of sufficient quality calculators include the Hewlett Packard 10B, Texas Instruments BA II PLUS, Sharp EL-733A (not preferred), HP 12C and Texas Instruments TI-83 Plus (most preferred but more expensive, also most calculators in the TI 80 series have a Finance app available).

PROFESSOR AVAILABILITY:

In order to avoid having two quizzes due in one week, I have arbitrarily designated Wednesday as the class day for 6060 this semester. This means that Wednesday will be the day with the most availability and highest levels of student-professor contact. On other days, I am usually in my office and welcome student contact. My office hours are largely irrelevant, since few WEBMBA students are physically located near my university. I have listed office hours above. You may call me at the office or cell at "reasonable" hours and you are welcome to email me via D2L 24/7.

I will make use of the D2L chat capability using the Blackboard Collaborate. I will make myself available in real time from 7:30-8:30 p.m. Eastern Time on Wednesdays. My experience with WebMBA is that few students will login for real-time contact. However, those students who have used the chat have raised their grades. The frequency and timing of real-time chat will be based on student preferences, with the possibility of cancellation if there is no demand.

However, it is the norm for Teams to meet at least weekly. You can set up a generic Blackboard Collaborate chat for Team meetings. I am glad to meet with groups in Collaborate. I am often available on weekends. I generally

login to D2L to respond to emails and to grade quizzes two-three times per week. My target turnaround on email is less than three business days. Thus, with an intervening weekend, it may be five total days until I respond to an email. If you need a faster response, text/call my cell phone or use another real-time method. My preferred method of contact is via cell phone (770-301-8648). I am also available via various real-time internet contact methods, such as D2L, Skype, LinkedIn and Facebook. I strongly prefer real time contact (cell phone or Instant Messenger) to delayed contact (email).

TEXT BOOK:

Required is **Fundamentals of Corporate Finance**, Ross, Westerfield, and Jordan, McGraw-Hill Irwin (copyright 2012 or 2013), 10th edition. There are multiple ISBN; the one used by Amazon is 978-0078034633.

Optional (but not recommended unless other people buy your books and you sell the book at the end of the semester) is to purchase a new textbook. This gives you access to some study materials created by the Textbook Publisher. If you wish to access the textbook publisher's web resources, you will need to buy a new version of the book. My experience is that you do not need access to the textbook publisher's web resources.

TEAM PHILOSOPHY:

You should consider the entire class as a group/team to support you during this course. You are allowed to work as a team to study, complete recommended practice homework, complete chapter quizzes, and for some parts of the individual project. You should communicate regularly with your team members and you can use D2L's discussion tool, Collaborate, to facilitate communication. No team assistance is allowed for the Midterm Exam and Final Exam. Although I suggest class members should communicate regularly and allow teamwork for some graded material, I will grade all of your work individually.

COMMUNICATION WITH THE PROFESSOR:

You are encouraged to communicate with the professor on a regular basis. You can email the professor with questions or comments.

- **Phone/Text:** I am available (numbers are above), call me for any reason. This is my preferred method of real-time communication. You can also text me at 770-301-8648.
- **COLLABORATE Classroom and Skype:** Blackboard Collaborate is a whiteboard with audio within D2L. I will login on Wednesdays from 7:30-8:30 pm. I would strongly suggest that every team send at least one representative to the April 29 chat. If you are having difficulty with the class materials, Blackboard Collaborate Classroom sessions are a perfect time for real time interaction and instruction. If requested, I will also meet at other times. As an alternate, we can arrange meetings via Skype.
- **Email:** Use the email link in your D2L account to email the professor. You should check it at least two times per week. Your professor will check D2L email three-four times per week. I will email the class at least weekly, usually after the Wednesday Chat Session.
- **Discussion Board:** I view the Discussion Board as a student to student communication area. I only post when requested or if my posting is clearly needed. You are allowed to post questions, responses and discussions related to each chapter to the course discussion area for that chapter/module. Also, use the discussion area to communicate with other students. You may post anonymously. I will check the discussions occasionally, but will only post if requested or if it seems appropriate. If there is a discussion in which you think I should participate, email me and I will participate.
- **Social Media:** I am available on Facebook and LinkedIn (Charles Hodges), Renren (霍捷思), and Skype (bufordshighway). You are welcome to add me to your social networks. I have various instant message capabilities, contact me for more information.

COURSE COMPONENTS, GRADING, AND CLASS SCHEDULE:

Your course grade will consist of points accumulated for Online Quizzes, Graded Assignments, Mid-Term Exam, and Final Exam. Read details below for each component.

- **Online Quizzes:** There will be 12 online quizzes. The quizzes are primarily to allow you to evaluate your skill level and diagnose your weaknesses for a given Finance topic. The D2L WMBA 6060 class schedule shows the quizzes and the dates by which each quiz must be completed, but generally one quiz is due every Wednesday by 11:30 pm. You generally have a two to three-week window in which to complete the quizzes. Upon request, I will usually extend the quiz deadline by a few days. Quizzes are designed to keep you up to date with the materials and to prepare you for your exams and individual project. Quizzes will be timed (liberally) and will consist of true/false, multiple choice, short answer, matching, and calculation problems. You are encouraged to use your course materials as an aid when taking quizzes. All quizzes are taken in D2L. You are allowed to use help or assistance of another person in completing the quizzes. You may take/access each quiz up to five times during the specified period. Your highest grade will be used in calculating your course grade. Quizzes are 33% of your course grade. I will drop your lowest quiz grade (of the 12 quizzes) before computing your quiz average. In past WMBA Finance classes, the average quiz score was above 95, with half the class having a 100 average.
- **Two Minute Feedbacks:** This course, and technology used in this course, is constantly evolving. To aid me in improving the course, I require that you send me five emails (Subject: 2 minute feedbacks) on methods to improve the course. The suggestions can be on any topic that you feel will improve the course. Criticism is welcome and encouraged. You must send the emails **before 11:30 p.m. on July 22**. The feedbacks are 2% of your grade. All students who send the five feedbacks get full credit.
- **Graded Individual Assignment:** There will be a multi-part graded assignment. The project is **due before 11:30 pm on July 20**. The graded assignments and instructions are provided via the module labeled "Company Analysis Project." The graded assignment makes up 10% of your course grade. This project requires you to apply much of the knowledge you obtain during the course of the semester (primarily Chapters 13, 2, 3, and 8). It allows you to examine an actual company by applying the analytical methods discussed in class. I will make the project available before May 13. The project is designed to have a class average of above 90, with the majority of the class making 100.
- **Midterm Exam:** The Midterm Exam is a timed exam (3 hours 15 minutes MAXIMUM) and consists of true/false, short answer, multiple-choice, and calculation questions relating to the topics previously tested via quiz and graded assignments. The Midterm Exam covers chapters 1-3, 5-7, and 13. The Midterm exam is used to evaluate your individual conceptual understanding of topics addressed in the course. The Midterm exam will be taken in D2L. You cannot use the help or assistance of another person in completing the exam. The Midterm exam can only be accessed/taken **once** and makes up 25% of your course grade. The Midterm Exam is available from **7:00 am on June 3 to 11:30 pm on June 14**. **To receive the full amount of allowed time, you must begin the exam by 8:00 PM on June 14**. Let me know about system maintenance issue that arises which I hope will not happen. Assuming you do well on the quizzes and individuals assignment, you need only a low 80's average on the Exams to make an A in the class. The average exam grade varies by cohort, but over the history of the program has averaged in the upper 70's.
- **Final Exam:** There will be a non-comprehensive Final Exam at the end of the semester. The exam will be timed (3 hours 15 minutes MAXIMUM) and consist of true/false, short answer, multiple-choice, and calculation questions relating to the topics previously tested via quiz and graded assignments. The Final Exam covers chapters 8-12, 14, and 16. The Final Exam is used to evaluate your individual conceptual understanding of topics addressed in the second half of the course. The Final Exam will be taken in D2L. You cannot use the help or assistance of another person in completing the exam. The Final Exam can only be accessed/taken **once** and makes up 30% of your course grade. The Final Exam is available from **5:00 AM on July 18 to 11:30 PM on July 23, 2015**. **To receive the full amount of allowed time, you must begin the exam by 8:00 PM on July 23**. The average exam grade varies by cohort, but over the history of the program has averaged in the upper 70's.
- **Grade:** Your course grade will consist of points accumulated through quizzes, graded assignments, the Midterm Exam and Final exam, and other subjective and/or objective adjustments the professor may

make. I reserve the right to curve grades. Below are the graded components and the weight of each component.

Component/Effort	% of Grade	Letter Grade % Requirement
Quizzes (Individual)	33%	A = 90% to 100%
Graded Assignment (Individual)	10%	B = 80% < 90%
Midterm Exam (Individual)	25%	C = 70% < 80%
Final Exam (Individual)	30%	D = 60% < 70%
Two Minute Feedbacks	2%	F = < 60%

MAKE-UP POLICY:

I expect you to complete the individual graded assignment on time. I am generally willing to extend a quiz deadlines for two-three days. I do not extend the deadline on the Individual Project, Midterm Exam, or Final Exam. Thus one not completing the project, or an exam, by the deadline will receive an exam grade of 0.

ACADEMIC DISHONESTY:

Academic Dishonesty will not be tolerated. Collaboration on exams will be considered cheating. Please review the section on TEAM PHILOSOPHY for further discussion. Ask the Professor if you have questions about where collaboration is allowed. All incidents of academic dishonesty will be handled in accordance with guidelines set forth in your university's Student Conduct Code. The minimum penalty for a student caught cheating on an exam or other assignment will be a grade of zero on that work.

OTHER INFORMATION:

1. D2L may mark answers incorrect and you may lose quiz and exam points due to the format of your numerical answers. D2L will mark answers incorrect if you use \$, or % signs in your answers. If you lose points due to format and the answer is correct otherwise, please email me and I will review your quiz/exam for any needed adjustments.
2. I will use D2L to grade your work. On each quiz/exam/assignment, some or all grading will need to be done by the professor. Unless other factors enter in, I plan to have all grades posted within 48 hours of the deadline for submission. I typically grade quizzes two to three times per week, so the normal turnaround for quiz grading is 72-96 hours.

COURSE CALENDER:

Week:	Event/Topic
April 27	Course is open
April 29	Classes Begin, Orientation Video, Chat Session in D2L (suggested)
May 6	Chapter 1 Quiz Due (Overview of Financial Management), Chat Session in D2L
May 13	Chapter 2 Quiz Due (Review of Financial Statements), Chat Session in D2L
May 20	Chapter 3 Quiz Due (Financial Statement Analysis), Chat Session in D2L
May 27	Chapter 5 and 6 Quiz Due (a single quiz covering Time Value of Money and Intro to Valuation), Chat Session in D2L
June 3	Chapter 7 Quiz Due (Interest Rates and Bond Valuation), Chat Session in D2L
June 10	Chapter 13 Quiz Due (Risk and Return and the CAPM), Chat Session in D2L
Mid-Term Available: June 3 to 11:30 pm on June 14 (no extensions will be granted)	
June 17	Chapter 8 and 12 Quiz Due (a single quiz covering Stock Valuation and Capital Markets History), Chat Session in D2L

June 24 Chapter 9 Quiz Due (NPV and Other Investment Criteria), Chat Session in D2L
 July 1 Chapter 10 Quiz Due (Making Capital Budgeting Decisions), Chat Session in D2L
 July 8 Chapter 11 Quiz Due (Project Analysis and Cash Flow), Chat Session in D2L, Easy
 Chapter, Work on your Project
 July 15 Chapter 14 Quiz Due (Weighted Average Cost of Capital), Chat Session in D2L
 July 20 Chapter 16 Quiz Due (Capital Structure), Chat Session in D2L
 July 20 **Project Due (no extensions will be granted) by 11:30 pm.**
Final Exam Available: July 18 to 11:30 p.m. on July 23 (no extensions will be granted)

LEARNING OBJECTIVES: This course has several learning objectives. There are some learning objectives for which WMBA 6060 has a primary responsibility. Below are the course learning objectives along with the methods used to evaluate student learning for primary responsibility objectives.

1. Analyze and evaluate alternative courses of action using appropriate qualitative and quantitative tools to create value.

1.1 Analyze, interpret, and apply financial and other business data necessary to make business decisions using appropriate quantitative and/or qualitative tools. (knowledge & skill) – *This is evaluated via your individual project.*

1.2 Comprehend and apply accounting information to support a business decision. (knowledge & skill) – *This is evaluated via questions on your Midterm Exam*

5. Integrate multiple business functions across a broad range of situations by solving problems and making strategic decisions.

5.4 Measure value created by the business processes. (knowledge & skill) – *This is evaluated via questions on your Final Exam.*

There are other learning objectives for which WMBA 6060 is responsible, but does not have primary responsibility. These paraphrased objectives are as follows: 1. Improve communication effectiveness in written presentations, 2. Apply basic quantitative skills to business problems, 3. Have an understanding of political, legal, and ethical considerations that affect the economic environment and decision making in corporations, 4. Develop the ability to read financial statements and use financial information, 5. Expand mastery of spreadsheet and word processing skill, and 6. Understand in detail financial principals, institutions, and management in corporate activities.