FIN-325 OLFLEX Course Syllabus

Course Name and Number	FIN-325: Managerial Finance	Term	INSERT
Faculty Name	INSERT	Virtual Office Hours	INSERT
Phone Number	INSERT	ODU Email Address	INSERT
Course Type	This is a flex course that can be completed entirely online through PantherLearn with optional on-campus and online meetings that allow real-time interaction. See course schedule below for meeting times, places, and dates.		

Course Overview

COURSE GOAL STATEMENT

A study of the forms of business organization, the financial organization of business activities, and financial decision theory. Prerequisites: ACT 210 or ACT 205; ECN 205 or ECN 207–208; MTH 140.

INSTRUCTIONAL OBJECTIVES

At the completion of this course, each student will be expected to demonstrate measurable outcomes of course objectives by the following means:

Knowledge
1. To understand the difference between accounting data and financial data
2. To understand the difference between book values and market values
3. to appreciate the difference between income and cash flows
4. To understand how to interpret numerous financial ratios
5. To understand the importance of the time value of money
6. To understand the purpose and techniques of the capital budgeting process
7. To understand the relationship between risk and return
8. To understand the importance of the capital structure decision
9. To understand why capital structure matters and what factors determine its importance
10. To understand the importance of effective working capital management

Skills
1. To understand how to measure the various cash flows to/from a business
2. To calculate the present/future value(s) of varying streams of cash flows
3. To calculate and interpret net present value, internal rate of return, profitability indices, etc.
4. To be able to resolve ranking conflicts between capital budgeting decision variables
5. To estimate the costs of various sources of capital
6. To estimate the weighted average cost of capital

Attitudes/Dispositions
1. Appreciate the fundamental tenets of sound financial decision making
2. To appreciate wide range of applications of for financial decision theory
3. To appreciate the critical role the time value of money plays in our lives

REQUIRED TEXTBOOKS

This course is part of the **First Day Inclusive Access program** here at ODU. Inclusive Access is a model where all students enrolled in a class get immediate access to e-textbooks and courseware on day one of the course (or before) via PantherLearn. The Inclusive Access materials will be **greatly discounted** and included with term charges on your ODU

student account. You do NOT need to purchase any materials for this course at the bookstore or online. Please do not sign up for temporary access to Connect, as this may result in lost work. You have the ability to Opt out and purchase the materials at full price by using the Course Materials folder in PantherLearn.

- eBook: Ross, Stephen A., Westerfield, Randolph W., and Jordan, Bradford D. Fundamentals of Corporate Finance 12th ed. McGraw Hill. eBook ISBN: 9781259918957. Access this eBook through the Connect tool in PantherLearn.
- **Connect Access:** Some course assignments will be completed and submitted via the Connect tool in PantherLearn. You will click on each assignment link in the weekly modules to access your work.

GRADE BREAKDOWN
Student grades will be determined in the following way.

Types of Assignments	Number of Each Type	Points Per Each	Total Percentage
Reading Quizzes	8	100	8%
Application Problems	8	45	36%
Homework	8	100	20%
Exams	2	130	26%
Activities	4	25	10%
Grand Totals	**30**		**100%**

ASSIGNMENT DETAILS

1. Reading Quizzes
Assignment Purpose: The quizzes are decidedly qualitative in nature and is intended to ensure that the students have successfully formed a basic foundation of knowledge. Students are held individually accountable for developing the basic concept understanding that will allow them to proceed to problem solving and application of these concepts.
Instructions: Quizzes will be completed each week in Connect.

2. Application Problems
Assignment Purpose: Most of us learn most effectively by doing the thing(s) we wish to learn. To that end you will be dedicating time to the active application of the skill set that we wish to develop.
Instructions: Following the readiness assurance process and a brief lecture, students move into the most critical part of the class – the application of their newfound knowledge.

You'll be given an application exercise or case study. Each application exercise represents a significant challenge to the students, requiring them to use course concepts to solve the problem. Problems to be solved are intended to be representative of real-world challenges facing many businesses. Furthermore, each exercise requires you to make specific decisions about the optimal course of action to take.

At the conclusion of each exercise, you will provide a brief explanation of your approach to solving the problem and make the decision. You have the opportunity to post your explanations in the Application Work Area each week to see differences between others' (1) decision made or (2) the process and tools used to make the decision and have the opportunity to challenge other peer's conclusions and/or defend their own processes and decisions. **The Application Work Area is an optional activity.**

3. Homework
Assignment Purpose: Homework assignments are intended to allow students to continue to practice the skills they have developed in the classroom.

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Instructions: Students individually complete 1 homework assignment per module. Assignments will be completed in Connect. These assignments are intended to be completed throughout the duration of the corresponding module. Students may attempt each assignment 3 times, where the highest score counts. Students are encouraged to make at least 1 attempt at each assignment prior to that module's class session, to aid in their preparation. The final 1 or 2 attempts are intended to allow the student to take what they've learned in the classroom to revise and improve their homework grade and to reinforce their understanding of the application of course concepts.

4. Exams
Assignment Purpose: The exams are intended to afford the students a final opportunity/incentive to study and internalize the key course concepts. In this way, students have had multiple opportunities to apply their knowledge, thereby increasing the likelihood that the course concepts will become a more permanent part of their business skill set.
Instructions: As a capstone to the course, students will complete one final exam, taken in the same format as their homework assignments. The exams will be comprehensive and written at a level of difficulty moderately above that of the homework assignments.

5. Activities
Assignment Purpose: Let you explore resources online and apply them to your understand of managerial financial in your life.
Instructions: Each week you will complete an assignment that is specified in PantherLearn.

COURSE SCHEDULE

	Optional Synchronous Meetings	Required Readings	Assignments Due
Week One: Fundamentals of Finance			
Date	Virtual Classroom Xpm - Xpm	Chapters 1, 2, & 3	• Week 1 Homework in Connect • Week 1 Reading Quiz in Connect • Week 1 Application Problem
Week Two: Time Value of Money			
Date	Virtual Classroom Xpm - Xpm	Chapter 5	• Activity #1 • Week 2 Homework in Connect • Week 2 Reading Quiz in Connect • Week 2 Application Problem
Week Three: More about Time Value of Money			
Date	On Campus or Virtual Classroom* 6pm - 9pm	Chapter 6	• Activity #2 • Week 3 Homework in Connect • Week 3 Reading Quiz in Connect • Week 3 Application Problem
Week Four: Capital Budgeting			
Date	Virtual Classroom Xpm - Xpm	Chapters 9 & 10	• Week 4 Homework in Connect • Week 4 Reading Quiz in Connect • Week 4 Application Problem • Midterm in Connect
Week Five: More about Capital Budgeting			
Date	Virtual Classroom Xpm - Xpm	Chapter 11	• Activity #3 • Week 5 Homework in Connect • Week 5 Reading Quiz in Connect • Week 5 Application Problem
Week Six: Capital Market History			

Date	Virtual Classroom Xpm - Xpm	Chapters 12 & 13	• Activity #4 • Week 6 Homework in Connect • Week 6 Reading Quiz in Connect • Week 6 Application Problem
Week Seven: Capital Structure			
Date	On Campus or Virtual Classroom 6pm - 9pm	Chapters 14, 15, & 16	• Week 7 Homework in Connect • Week 7 Reading Quiz in Connect • Week 7 Application Problem
Week Eight: Working Capital Management			
Date	Virtual Classroom Xpm - Xpm	Chapters 18, 19, & 20	• Week 8 Homework in Connect • Week 8 Reading Quiz in Connect • Final in Connect • Week 8 Application Problem

*All Virtual Classroom meetings, whether on campus or not, will be recorded for future viewing.

Instructor Information

INSTRUCTOR POLICIES [Update this policy to meet your course needs.]

- You and I will exchange emails using only our ODU email addresses; check your inbox as many times as possible during the day, but at least twice. Email and PantherLearn News Items count as *official* instructor communication. Email is the absolute best way to contact me with any questions, comments, or concerns.
- You may also contact me via phone call and/or text message at the following mobile number:
- You are required to complete all assignments by the dates indicated in the syllabus. Submit all assignments, unless otherwise instructed, through PantherLearn. Unless I indicate otherwise, all assignments are due by 11:59 pm on the indicated due date shown in the Course Schedule.
- I will let you know of any changes as far in advance as possible.

DEADLINES, LATE, AND MAKE-UP WORK POLICY [Update this policy to meet your course needs.]

- All assignments are open and available for submission well in advance of the due date, and so I rarely accept late assignments.
- I understand, however, that sometimes life happens so I will accept late assignments with a 5-point deduction for each day late. All assignments must be submitted at the end of the term with ample time for me to grade them. I will let you know the last day of the term I will accept late assignments.

ASSESSMENT FEEDBACK [Update this policy to meet your course needs.]

I will post grades in the PantherLearn gradebook for all assignments within 96 hours of the due date, or of the date received if later, with my comments as appropriate.

RUBRICS [Delete if rubrics are not used in your course.]

Assignments will be scored according to grading rubrics. A grading rubric is a list of specific and measurable criteria for evaluating course work. View grading rubrics prior to beginning work on an assignment to help guide your successful completion of the task. View rubrics a second time once a grade has been posted in order to see instructor feedback.

ACADEMIC INTEGRITY [Update this policy to meet your course needs.]

Plagiarism is not tolerated in this course. All plagiarized work will receive a score of zero, and I will complete the Academic Disciplinary Form to submit to the Office of Academic Affairs. The Library has an excellent website discussing all aspects of academic integrity at ODU, which I strongly encourage you to read here.

ODU Online Student Policies

ACCELERATED FORMAT

You are enrolled in an Accelerated format class at Ohio Dominican University. Taking an Accelerated format class means that you will be achieving the same learning outcomes as a full-term semester in only *8 weeks*. It is essential for students to be organized and stay on top of their work in an Accelerated format class. The time frame in an Accelerated format class is compressed, **but the standards and expectations remain the same as a full-term class.**

OPTIONAL SYNCHRONOUS FORMAT

You are enrolled in an online course with added synchronous components. 'Synchronous,' in this context, means that faculty will be conducting class sessions at a scheduled time, and students are requested to attend the class session at the same time. Two synchronous class sessions will be held on campus, and the remaining six synchronous class sessions will be online. Both on-campus and online synchronous meetings will be broadcast through the Virtual Classroom, and recordings of all synchronous class meetings will be kept in the PantherLearn course shell for future viewing.

TECHNOLOGY SKILLS AND EQUIPMENT

Online students are expected to possess a basic understanding of how to use and navigate a computer. To be a successful online student, you should be able to:

- Download, install, launch, and quit applications such as Microsoft Word or a web browser.
- Create, edit, and save files using word processing, spreadsheet, or presentation software applications.
- Configure and use an email client to retrieve, view, create, and send email messages including messages with attachments.
- Operate a web browser, including navigating web pages, clearing a browser's cache and installing or disabling plugins.
- Update your computer operating system and computer software applications.
- Access and change computer operating system settings and computer software application preferences, options, settings.
- Use a webcam and microphone to record video presentations.

STUDENT PARTICIPATION AND ATTENDANCE

- *Time:* the expectation is that you log in and spend 7-9 hours working on this course each week, including attending/watching synchronous class meetings, reading course materials, and completing assignments. The time you spend on the course will vary depending on how you prefer to experience the course, for example, in one or two sittings or over several different sittings.
- *Before Class Starts:* you should have access to the course before the first day of class. Spend that time reading the syllabus, reviewing all items in the Start Here module, reading any assignment details provided, and making a plan for when you will get the work done. Mark your calendars for the weekly synchronous meetings.
- *No Shows:* students will be reported to the Registrar as a "no show" if they have not participated in the course during the first full week of classes. Participation includes completing any graded or non-graded assignments, such as an Introduce Yourself discussion post. When the student is reported as a "no show," the Registrar's office will then delete the student from the class.
- *Attendance:* while there is no official attendance policy in OL FLEX courses, it is strongly encouraged that you take advantage of the synchronous class meetings offered to you. At a minimum, please do not take a vacation without Internet access or put the class on hold because life becomes too hectic, thinking you can make up all the work at the end of the term. The course is designed to pace your learning, allowing you to gradually build skills which will help you succeed. If you experience, or anticipate you will experience, an absence from the course due to technical or medical reasons, please contact me directly so we can discuss your options.

DROPPING THE COURSE

University policies will be followed; indicating to your instructor a desire to drop the course does not mean the course has been dropped. Consult your academic advisor, or the academic calendar, for exact dates for formally dropping a course without penalty.

ONLINE STUDENT CONDUCT AND (N)ETIQUETTE

Taking an online course and corresponding via the Internet presents communicators with a challenging task. It is important to remember several points of etiquette that will smooth communication between us.

- Read first, write later. It is important to read all posts or comments of students and myself within the course discussion before personally commenting to prevent repeating commentary or asking questions that have already been answered.
- Avoid language that may come across as strong or offensive. Language can be easily misinterpreted in written communication. Review your written communication to make sure that outsiders reading it would not be offended, then post the statement. Humor and sarcasm may easily be misinterpreted as well, so try to be as matter of fact and professional as possible.
- Follow the language rules of the Internet. Do not write using all capital letters because it will appear as shouting. Avoid the use of "texting" jargon and abbreviations as they can be misinterpreted. The use of emoticons, however, is appropriate and in fact can be helpful when used to convey nonverbal feelings ;)
- Consider the privacy of others. Ask permission prior to giving out a classmate's email address or other information.
- No inappropriate material. Do not forward virus warnings, chain letters, jokes, etc., to classmates or instructors. The sharing of pornographic material is forbidden.

REQUIRED STYLE

Division of Business courses, upper-level courses, and graduate programs at Ohio Dominican University have adopted the style-guide appropriate for its discipline, the Publication Manual of the American Psychological Association (APA). In this course, it is expected that all references, citations, and formats for submitted work must follow APA format.

WRITTEN ASSIGNMENT GRADING CRITERIA [Update this policy to meet your course needs.]

All written work should be presented in a professional style and follow the basic principles of effective written communication.

- Adherence to APA standards, including double-spaced; 1-inch margins; 12 pt. font.
- Free from grammatical and typographical errors.
- Demonstrates college-level critical thinking, reflection, and analysis skills.
- Demonstrates the ability to develop independent thought and original ideas; do not simply paraphrase readings or other sources. All college-level work requires deep analysis of information, application of information, and synthesis of original concepts or solutions.
- All written work submitted will be graded on both composition and content.

All written assignments must be submitted through PantherLearn where your assignments may be checked for originality by Turnitin.

GRADING SCALE

I will record student proficiency in this course using the following letter grades:

	%		%
A	95-100	C	74-76.9
A-	90-94.9	C-	70-73.9
B+	87-89.9	D+	67-69.9
B	84-86.9	D	64-66.9

B-	80-83.9	**D-**	60-63.9
C+	77-79.9	**F**	≤ 59.9

ODU Services / Resources

ODU HELPDESK

Students are responsible for assuring any computer used for ODU courses is capable of uploading content to drop boxes. If you are experiencing any technological difficulties with your computer, PantherLearn, Email, or any other ODU system, the ODU Helpdesk is available to assist you. The Helpdesk is located on the second floor of Spangler Learning Center and can be reached at (614) 253-3633 or helpdesk@ohiodominican.edu. The FAQ page is found here.

ADA (AMERICANS WITH DISABILITIES ACT)

Students with a documented disability who wish to request reasonable accommodations should contact the Accessibility Services Office and then meet with their instructors. Accommodation arrangements should be made during the first two weeks of the semester. Students may request accommodations at any time during the semester, but please note that **accommodations are not retroactive.** Students must contact the Accessibility Services Office **prior to every semester that accommodations are needed.** The Accessibility Services Office is located on the second floor of Spangler Learning Center, room 227. Contact the Accessibility Office by phone at (614) 251-4511 or by email at accessibility@ohiodominican.edu. To make an appointment, in-person or online, use Accessibility Bookings.

LIBRARY SERVICES

The ODU Library is located in the Spangler Learning Center. If you need (e)books, articles, or other materials, you may need to access library resources. Library services are available to help you manage your library account, help find and access the items you need, and assist you with learning how to navigate through the resources. If you need to do any research, start as soon as possible. You may need time to obtain a full-text resource, and you may need time to ask a librarian for help. To use the library's databases and other resources for this course, go here and choose your database(s) alphabetically or by subject. If you have a question for a librarian, further assistance is available here or by calling (614) 251-4754.

ACADEMIC RESOURCE CENTER (TUTORING)

Located in the Spangler Learning Center, the Academic Resource Center (ARC) helps students succeed and excel in their studies by providing assistance in writing, course-specific content, test preparation, and general study skills. To find out more, visit the ARC website. Email the ARC at tutoring@ohiodominican.edu.

ACADEMIC COACHING / LEARNING STRATEGY

Academic Coaches help students develop effective learning strategies for success in unfamiliar courses, including time management, tips for reading large amounts of text, taking better notes, organizing material, and predicting test questions. Coaches are available online or in-person (Spangler 207). Click here to Find a Coach.

SUBJECT-SPECIFIC TUTORING

Peer tutors, recommended by faculty, know how to approach challenging academic subjects. They provide course-specific, in-depth tutorial assistance to individuals and groups, online or in person (Spangler 207). Click here to Make an appointment

WRITING CENTER

Assistance with writing is available free of charge for this course through the Academic Resource Center at the Write Place (Spangler 206), where specialists are available to assist you at any stage of the writing process, online or in-person.

You may visit on a drop-in basis whenever the Write Place is open or make an appointment for a personal, face-to-face tutoring session by emailing writeplace@ohiodominican.edu, using the online appointment system, or calling 614.251.6673.

RETENTION ALERT

Ohio Dominican University utilizes Retention Alert, an early alert system, in an effort to help students receive the resources and support they need to be successful. Should I become concerned about your academic performance and/or overall wellbeing, it is likely that I will refer you to a member of Ohio Dominican University's Student Success Team. The early alert system can provide you with additional services and support. Please know that both Ohio Dominican University and all its faculty members, including myself are committed to doing everything we can to help you be successful in your academic studies.

COUNSELING SERVICES

Counseling Services is located in the Griffin Student Center, room 235. If you are experiencing personal problems, stress, study or time management difficulties, or mental health related concerns that you feel may adversely impact your ability to be a successful student at ODU, please contact the Counseling Services Office by phone at (614) 251-4570 or through email at counselingservices@ohiodomincan.edu to set up a free and confidential appointment.

HEALTH SERVICES

Health Services is also located in the Griffin Student Center, room 235. Health Services are open to all students requiring primary care, assessment, evaluation, and treatment options. There is no cost for services, supplies, cold care kits, or over-the-counter medications. A Physician Assistant is available Monday through Thursday, 10 am – 1:30 pm **by appointment**. Services include Athletic physicals, allergy injections, TB screening and testing for Group A Streptococcus, Infectious Mononucleosis, Blood Sugar, and consultation and referral to health care providers in the community as indicated. Contact the Health Services Office by phone at (614) 251-4570 or through email at wellnesscenter@ohiodominican.edu to schedule a free and confidential appointment.

CAREER DEVELOPMENT CENTER

The Career Development Center (CDC) is a critical resource on campus to support your success at ODU and after graduation. The CDC assists with every phase in the career development process: self-exploration, major & career exploration, internship and job searching, resume + cover letter writing, and interviewing. Contact our office in Erskine 108 via phone at (614) 251-4733 or email careercenter@ohiodominican.edu. Visit our website here for more information.

Activate your account in **Handshake here**, our online career community, to make an appointment with a career coach and to access amazing job and internship opportunities.

UNDERGRADUATE ORIENTATION AND PANTHERLEARN TRAINING

If this is your first online course, you must complete the Student PantherLearn Training course and visit the Undergraduate Orientation course before beginning your classwork. You will find the courses in the "Select a course…" dropdown list at the top of your PantherLearn Home Page. If you do not see the courses, then email the Helpdesk at helpdesk@ohiodominican.edu.