

UNIVERSITY TEXAS AT EL PASO, DEPARTMENT OF ECONOMICS & FINANCE  
FIN 3310 BUSINESS FINANCE

---

<b>PROFESSOR:</b>	Mike McGonigle	<b>SEMESTER:</b>	Fall 2020
<b>OFFICE:</b>	BUSN 315, cubicle 11	<b>CLASS TIME:</b>	Online
<b>PHONE:</b>	(915) 747-5245	<b>CLASS LOCATION:</b>	Online
<b>EMAIL:</b>	<a href="mailto:mmcgonigle@miners.utep.edu">mmcgonigle@miners.utep.edu</a>	<b>CREDIT HOURS:</b>	3 credit hours
<b>OFFICE HOURS:</b>	T & H 2-3pm online	<b>WEBSITE:</b>	Refer to Blackboard

### **COURSE DESCRIPTION:**

This course introduces concepts and analytical techniques to identify and solve financial management problems. It serves as the basis for all other courses in the area of finance as well as providing those basic tools that every business student will need to be successful in her/his chosen career. Those students majoring in business administration and accounting, as well as those going further in the study of finance, will find this material an essential part of their business education. Regardless of the student's chosen career, these tools and techniques will provide the foundation for making personal financial decisions.

### **LEARNING OBJECTIVES:**

At the end of this course, students should be able to able to remember, understand, apply, analyze, evaluate, and create concepts related to financial management concepts. Specifically, students should be able to:

- 1) Apply time-value-of-money concepts to various valuation problems.
- 2) Analyze the factors that drive a firm's cost of capital and use those factors to evaluate a firm's cost of capital.
- 3) Analyze investments in real and financial assets using various methodologies.
- 4) Understand various types of risk and evaluate required returns given appropriate risk measures.

### **PREREQUISITES TO THE COURSE:**

The prerequisites to this course are Principles of Account I (ACCT 2301) and Math for Social Sciences I (MATH 1320) or (MATH 1409) or (MATH 1410) or Precalculus (MATH 1508), each with a grade of "C" or better.

### **COURSE READINGS & TOOLS:**

**- Required textbook-** Financial Management: Principles and Applications, 13<sup>th</sup> Edition, Titman, Keown, and Martin with access to MyLab Finance. You can use the eText (ISBN-13: 9780134417578), hardcopy (ISBN-13: 9780134640846) or loose-leaf (ISBN-13: 9780134640860) versions of the text/access code.

The text can be purchased at the UTEP bookstore or by going to

<https://www.pearson.com/store/p/financial-management-principles-and-applications/P100002583864>.

You do need to purchase an access code for MyLab.

**- Required calculator-** Any financial calculator that does NOT have the ability to store text or graphics. See next section for recommendations.

**- Required webcam-** You will need a webcam for when you sit for the exams. The webcam on your computer/laptop will work.

## **CALCULATOR:**

You will need to use a calculator to complete some of the in-class examples and questions on the exams. I will be using the Texas Instruments BA II Plus in class. I highly recommend this calculator because it is relatively inexpensive and you are allowed to use it in many credentialing exams including CFA, CFP, and actuary exams. You may use another calculator as long as it is a calculator approved for exam use. Approved calculators are TI BA II Plus, HP 10bII, HP 12c, and HP 17bII+ to name a few. Calculators that store text cannot be used. Feel free to contact me if you wish to use a calculator other than one on the list. Please note that you are responsible for learning how to properly use your calculator. You may not use your cell phone, computer, palm pilot, or tablet as a calculator.

## **COURSE FORMAT:**

The course will consist of short video lectures, homework assignments, and exams. I expect you to read the text in addition to watching my lecture videos. I find that students who do this get the most out of the class. The text will provide you with detailed information while in most cases my lecture videos will provide you with examples demonstrating how to apply a concept. The text and the video lectures are intended to complement each other. Lectures can be watched at any time. Exams must be taken during the designated exam window. In fact, exams are the only synchronous element of this class.

## **GRADING:**

Grades will be posted in Blackboard. The course grade shown in Blackboard is NOT your actual grade. You will need to manually calculate your grade using the grading scheme detailed in this syllabus.

**HOMEWORK ASSIGNMENTS:** There will be ten assignments that you will complete throughout the course of the semester that will help you understand the learning objectives. Each assignment will consist of 8-22 challenging excel and short answer questions. Late submissions will be accepted, but a penalty of 25% per day will be applied to the final score. These assignments will be completed through Pearson MyLab Finance. You can work with other students on these problems, but you need to submit your own answers. These assignments will help prepare you for the exam. I will drop the assignment with the lowest grade when calculating final grades. The average of this section will be weighted at 15% of your final grade. Assignments will be due by 11:59pm on the date they are due.

**EXAMS:** There will be four online exams in this class, three noncumulative exams and one cumulative exam. Noncumulative exams will be weighted at 20% each, while the cumulative exam will be weighted at 25%. All exams will be closed-book and closed-notes. You are not allowed to collaborate with others on the exams. Only approved calculators can be used for exams. Exams will consist of matching, multiple choice, short answer, & true/false questions that will test your knowledge of the chapter learning objectives. Timing for the exams will be set so that you will have just enough time to solve the question so it will be wise to be properly prepared including memorizing relevant formulas. Since the exams will be administered electronically, we will be utilizing Respondus Lockdown browser and monitor for all exams. Instructions on how to install the Respondus Lockdown browser can be found in our Blackboard course.

Exam dates and times are listed in the table below. Exams must be started during the designated two-hour testing window. It is your responsibility to make sure you make these dates and times work for your schedule. If you work, you should notify your boss of these test dates and times and get your work schedule adjusted ASAP. I cannot move the testing windows.

Although they are rare, technical difficulties, such as internet or computer issues, can occur during the exam. If this happens, you will need to document as much as possible to prove the issue. Documentation includes a description of what happened, photos/screenshots of any and all error messages, name of your internet provider, operating system you are using (Mac or PC), zip code you are located in and any other documentation that may help me diagnose the problem. You need to immediately email me any documentation of the issue so I can verify the issue and resolve it. If the issue is related to your internet, please use your cell phone data network to email me. I will be on standby during exams and will promptly respond to you. Once you email me please standby for further instruction and be prepared to restart the exam. Usually I can resolve issues quickly. I will not be able to allow an exam restart or make-up if you are unable to properly document your issue or you fail to promptly notify me of the issue or you fail to respond to my emails in a timely manner or I am unable to verify that an issue actually occurred. In summary, be prepared to take the exam on the exam day even if an issue comes up during the exam.

Make-up exams are given only in case of documented medical (doctor note required) or university excused reasons (note required), which unexpectedly prevent attendance of a scheduled exam. Scheduling conflicts with work or other exams do not qualify for a make-up. Apart from documented medical reasons, make-ups must be requested before the exam day and time. There are no exceptions to this policy. A missed exam will score a zero.

Exam	Exam Date	Exam Window
Exam 1 (Covers chapters 3, 4, 5, & 6)	09/22/20	2:00-4:00pm
Exam 2 (Cover chapters 9, 10, 11, & 12)	10/27/20	2:00-4:00pm
Exam 3 (Covers chapters 8, 13, & 14)	11/24/20	2:00-4:00pm
Exam 4 (Comprehensive)	<del>12/03/20</del> 12/10/20	2:00-4:00pm

If the lowest score of exams 1, 2 and 3 is less than the exam 4 score, then the exam 4 score will be used in lieu of that low score. I will apply this benefit when I calculate final grades. Actual exam scores will not physically be changed in Blackboard, so please keep this in mind when considering your grades.

**FINAL GRADE:** Your final grade will be calculated using the following formula, where input grades are in percentage form unless indicated otherwise:

$$.15 \left( \frac{\text{Sum of 9 highest assignment grades}}{9} \right) + .2(\text{exam 1} + \text{exam2} + \text{exam3}) + .25(\text{exam 4})$$

Please use this formula to calculate your grade. Note that the grade for exams 1, 2 or 3 could be replaced by exam 4 grade if it is higher than the lowest grade among exams 1, 2 and 3. My grading scale is listed below:

**89.5% and above = A**  
**79.5% to 89.4% = B**  
**69.5% to 79.4% = C**  
**59.5% to 69.4% = D**  
**Below 59.5% = F**

## **BLACKBOARD:**

Please check Blackboard daily. All relevant information regarding the course deliverables can be found on Blackboard. In addition, any changes to the course will be reflected in Blackboard usually through an announcement.

## EMAIL COMMUNICATIONS:

Your UTEP email account is the official means of communicating with the university. Any email from you to the instructor should be sent through your official UTEP email account. Please be advised that due to privacy and security concerns, we are unable to respond to emails from or about students that do not originate from an official UTEP email address. When sending emails to me please use the prefix "FIN3310:11391" in the subject line so I know which class you are in and please be sure that your email is written clearly and professionally.

## COURSE SCHEDULE/PACING GUIDE:

**\*\*Please note this schedule is tentative and is subject to change. Version 2.0\*\***

Date	Task	Deliverable
08/25/20	Review syllabus, complete pre-class assessment, read chapter 3	
08/27/20	Read chapter 3, watch problem videos and practice problems	
09/01/20	Read chapter 4, watch problem videos and practice problems	<b>Homework 1 due (Ch 3)</b>
09/03/20	Read chapter 5, watch problem videos and practice problems	
09/08/20	Read chapter 5, watch problem videos and practice problems	
09/10/20	Read chapter 6, watch problem videos and practice problems	<b>Homework 2 due (Ch 5)</b>
09/15/20	Read chapter 6, watch problem videos and practice problems	
09/17/20	Review exam 1 material	<b>Homework 3 due (Ch 6)</b>
09/22/20		<b>Complete Exam 1</b>
09/24/20	Read chapter 10, watch problem videos and practice problems	
09/29/20	Read chapter 10, watch problem videos and practice problems	
10/01/20	Read chapter 9, watch problem videos and practice problems	<b>Homework 4 due (Ch 10)</b>
10/06/20	Read chapter 9, watch problem videos and practice problems	
10/08/20	Read chapter 11, watch problem videos and practice problems	<b>Homework 5 due (Ch 9)</b>
10/13/20	Read chapter 11, watch problem videos and practice problems	
10/15/20	Read chapter 12, watch problem videos and practice problems	<b>Homework 6 due (Ch 11)</b>
10/20/20	Read chapter 12, watch problem videos and practice problems	
10/22/20	Review exam 2 material	<b>Homework 7 due (Ch 12)</b>
10/27/20		<b>Complete Exam 2</b>
10/29/20	Read chapter 13, watch problem videos and practice problems	
11/03/20	Read chapter 13, watch problem videos and practice problems	
11/05/20	Read chapter 8, watch problem videos and practice problems	<b>Homework 8 due (Ch 13)</b>
11/10/20	Read chapter 8, watch problem videos and practice problems	
11/12/20	Read chapter 14, watch problem videos and practice problems	<b>Homework 9 due (Ch 8)</b>
11/17/20	Read chapter 14, watch problem videos and practice problems	
11/19/20	Review exam 3 material	<b>Homework 10 due (Ch 14)</b>
11/24/20		<b>Complete Exam 3</b>
11/26/20	Thanksgiving holiday	
12/01/20	Review final exam material	
12/03/20	Review final exam material	
12/10/20		<b>Complete final exam</b>

## CONTACT AVAILABILITY:

I try to be available as much as possible, but please keep in mind that I will not be available 24/7. I'm typically available via email Monday through Friday from 9am-5pm unless I'm teaching class or in a

meeting. If you email me, please allow me 1 business day to respond. If you email me over the weekend, please do not expect me to contact you until the following Monday at the earliest.

### **USE OF CLASS MATERIALS:**

The materials in this class have been created by me or the publisher of our text for the sole use of our students within the context of the class. These materials are copyrighted. Class materials, including but not limited to Blackboard content, assignments, exams, and shared electronic media, may not be shared outside of class for any reason without the written permission of the creator of the material. For example, posting a question from an assignment or exam on a website is a direct violation of the copyright law regardless of your intent. Me or the publisher reserve the right to pursue enforcement of copyright protections in the court of law as applicable. Please keep class materials to yourself.

### **ADDITIONAL POLICIES:**

No extra credit work is accepted in this course. An incomplete will not be given for marginal or failing work at the end of the course. I reserve the right to change our syllabus. Students pursuing the S/U option need to earn a grade of 'C' or higher to get an 'S'.

### **ADA/DISCRIMINATION/NMSU RESOURCES:**

If you have a disability and need classroom accommodations, please contact The Center for Accommodations and Support Services (CASS) at 747-5148, or by email to [cass@utep.edu](mailto:cass@utep.edu), or visit their office located in UTEP Union East, Room 106. For additional information, please visit the CASS website at [www.sa.utep.edu/cass](http://www.sa.utep.edu/cass).

### **SCHOLASTIC INTEGRITY:**

The University of Texas at El Paso prides itself on its standards of academic excellence. In all matters of intellectual pursuit, UTEP faculty and students must strive to achieve excellence based on the quality of work produced by the individual. In the classroom and in all other academic activities, students are expected to uphold the highest standards of academic integrity. Any form of scholastic dishonesty is an affront to the pursuit of knowledge and jeopardizes the quality of the degree awarded to all graduates of UTEP. It is imperative, therefore, that the members of this academic community understand the regulations pertaining to academic integrity and that all faculty members insist on adherence to these standards.

Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts. Proven violations of the detailed regulations, as printed in the Handbook of Operating Procedures (HOP), and available in the Office of the Dean of Students, and the homepage of The Dean of Students (DOS) at [www.utep.edu](http://www.utep.edu), may result in sanctions ranging from disciplinary probation, to failing grade on the work in question, to a failing grade in the course, to suspension or dismissal, among others.

Acts of scholastic dishonesty will not be tolerated in this class.