



SYLLABUS FOR FINANCIAL MANAGEMENT

Term: Fall 2015 (2015-1)

Course #: BSMT 440A

Instructor: George F. Grzesiowski MBA/ABD/CPA
Professor and Program Director for Accounting

Office Room #: 516

Phone #: 219-473-4283 (Office)

E-mail: ggrzesiowski@ccsj.edu

Other Phone: Cell: 219-716-5002 (Best)

Office Hours:

Monday	7:00 AM– 8:30 AM 3:15 PM – 4:15 PM
Tuesday	8:00AM – 12:00 PM
Wednesday.	7:00 AM – 8:30 AM 3:00 PM – 7:00 PM

Course Time/Classroom

Mondays/Wednesdays 12:00 to 1:30 PM Room 205

Course Description: The content of this course covers actual analysis of financial problems involved in the formation management of organizations, especially businesses. The course includes study of the financial aspects of promotion, securing of capital, effective utilization of funds, capitalization, dividend policies, financial analysis, current financing, bankruptcy and related issues

Prerequisites:

Learning Outcomes/ Competencies:

Students in this course will:

1. Describe the nature of the finance function and the role of the financial manager in the attainment of the goal of maximization of shareholder wealth.
2. Explain the relationships of the internal and external financial environment in regard to the risk/return impact of the decision making process.
3. Evaluate the financial strength and weaknesses of a business by applying ratio analysis..
4. Understand the principles and theories of working capital management.
5. Evaluate capital budgeting decisions by applying NPV, IRR, PI, and payback methods.
6. Analyze situations involving the time value of money as it relates to the present value of a cash payment and the future value of existing funds.
7. Explain the elements of long and short term financing and the process of evaluating the elements of the cost of capital.
8. Demonstrate proficiency in financial management by applying techniques to case studies.

Textbooks: Foundations of Financial Management, Block/Hirt/Danielson, 15th ed. Irwin, McGraw Hill, 2014. ISBN 9781259194078 (Pocket Calculator.)

Learning Strategies The course is supported by a blackboard site. All PowerPoint presentations, demo problems, and assignment solutions will be posted on blackboard. Grades will be posted on blackboard. Questions concerning assignments or course requirements can also be posted on this site.

Assessment:

Chapter Quizzes (15 @ 10 Each)	150 points	30%
Homework Problems (38 @ 5 Each)	190 points	38%
Comprehensive Problems (3)	<u>160 points</u>	27%
Total	<u>500 points</u>	100%

Grading Scale:

Grade	Percent	Points
A	92-100	460-500
A-	90-91	450-459
B+	88-89	440-449
B	82-87	410-439
B-	80-81	400-409
C+	78-79	390-399
C	72-77	360-389
C-	70-71	350-359
D+	68-69	340-349
D	62-67	310-339
D-	60-61	300-309
F	59 and below	299 & below

Open Door Policy

Since your learning is my primary concern, it is imperative that anything preventing you from learning be discussed. Please feel free to make an appointment with me or call me so that I can help you keep on track.

Class Policy for Assignments:

Excel templates are available for chapter problems through **Course Documents** in blackboard. Download, solve and save each template and submit your saved file using **Assignments** via blackboard. The three comprehensive problems do not have templates and can also be submitted through **Assignments** in blackboard or submitted in class.

Class Policy on Attendance:

Attendance in classes is an important priority. Missing classes will impede your progress in learning and understanding financial concepts.

Quizzes:

Chapter quizzes are available in Blackboard for each chapter. Access the chapter quizzes through **Course Documents**.

Classroom Behavior

The student is expected to treat the instructor and his/her fellow students with respect and courtesy at all times. This means giving your full attention. No private conversations, no catching up on homework assignments, no naps. Such items can and will affect your participation points.

Class Policy on Electronic Devices: (Optional) (Cell phones, Beeper, Pagers...etc.)

Turn-off

Course Outline:

<u>Week</u>	<u>Class Date</u>	<u>Topic-Assignment</u>
1	M-8/31 W9/2	Introduction to course, Chapter 1, Finance
2	M-9/7 W-9/9	Chapter 2 Review of Accounting
3	M-9/14 W-9/16	Chapter 3 Financial Analysis
4	M-9/21 W-9/23	Chapter 4 Financial Forecasting
5	M-9/28 W-9/30	Chapter 5 Operating and Financial Leverage No Class, Conference, work on Blackboard
6	M-10/5 W-10/7	Chapter 5 Operating and Financial Leverage Assign Comprehensive Problem 1 Chapter 6 Working Capital and Financing
7	M-10/12 W-10/14	Chapter 7 Current Asset Management Comprehensive Problem 1 Due
8	M-10/19 W-10/21	Chapter 8 Sources of Short Term Financing Chapter 9 Time Value of Money
9	M-10/26 W-10/28	Chapter 9 Time Value of Money
10	M-11/2 W-11/4	Chapter 10 Valuation and Rates of Return
11	M-11/9 W-11/11	Chapter 11 cost of Capital Assign Comprehensive Problem 2
12	M-11/16 W-11-18	Chapter 12 The Capital Budgeting Decision
13	M-11/23 W-11/25	Chapter 13 Risk and Capital Budgeting Comprehensive Problem 2 Due Assign Comprehensive Problem 3
14	M-11/30 W-12/2	Chapter 14 Capital Market Chapter 15 Investment Banking
15	M-12/7	Comprehensive Problem 3 Due

Policies and Procedures

Statement of Plagiarism:

If an instructor or other Calumet College of St. Joseph personnel find that a student has plagiarized or been involved in another form of academic dishonesty, the instructor or other personnel may elect to bring the matter up for judicial review. The maximum penalty for any form of academic dishonesty is dismissal from the College. The procedures for judicial review are listed under the section of CCSJ handbook that addresses student grievances.

PLEASE NOTE: All papers can and may be submitted for checks on plagiarism from the Internet/Electronic sources/Databases.

Citation Guidelines:

Calumet College of St. Joseph uses citation guidelines, generally MLA or APA format, to document sources quoted or paraphrased in student papers. Check the syllabus for each course to see what each instructor requires. The Library has reference copies of each manual; the Follett has copies for sale when required by the instructor. In addition, there are brief MLA and APA checklists in your spiral "Student Handbook and Planner" and on the Library website and literature rack. These texts show how to cite references from many sources, including electronic media, as well as how to space and indent the "Works Cited" and "References" pages respectively. EBSCO and ProQuest articles provide both formats for you to copy and paste. Proper documentation avoids plagiarism.

Withdrawal from Classes Policy:

After the last day established for class changes has passed (see College calendar), students may withdraw from a course in which they are registered and wish to discontinue. A written request detailing the reason(s) for the withdrawal must be completed with the Office of Academic Advising and filed with the Registrar. The Office of Academic Advising must receive written request for withdrawal by the last day of classes prior to the final examination dates specified in the catalogue. Written requests should be submitted in person or, when an in-person visit is not possible, may be mailed to the Office of Academic Advising, emailed, or faxed to 219-473-4336. Students are to make note of the refund schedule when withdrawing from courses. If the request requires instructor approval per the College calendar, it must be forwarded to the faculty member, who makes the final determination to accept or deny the request.

If the request is honored by the faculty member, the student will receive notification of official withdrawal from the Registrar after meeting or speaking with a member from Academic Advising, Financial Aid and Athletics (if applicable). These departments will notify the student of academic, financial, and athletic eligibility effects of a possible withdrawal.

If the request is denied by the faculty member, the notification will indicate why the withdrawal is disallowed. Please note that if the request does not require instructor approval, the student must still meet or speak with a member from Academic Advising, Financial Aid and Athletics (if applicable) before the withdrawal will be processed.

An official withdrawal is recorded as a "W" grade on the student's transcript. Discontinuing a course without a written request for withdrawal automatically incurs an "FW" grade for the course (see Refund Schedule). Failure to Withdraw (FW) is indicated when the student does not complete withdrawal paperwork with the Office of Academic Advising nor does the student notify the instructor of their intent to withdraw due to an illness, accident, grievous personal loss, or other circumstances beyond the student's control. This grade is submitted by the instructor at the end of term.

Resources

Student Success Center:

The Student Success Center supports Calumet College of St. Joseph students through an interactive learning experience. Students work with faculty tutors to develop course competencies and study skills such as time management, test preparation, and note taking. In addition, students are provided with tutoring support to help pass courses, to improve grade point average, and to promote continuing education and career advancement. Tutors have a specific charge: to help students learn how to master specific subject matter and to develop effective learning skills. The Student Success Center is open to all students at Calumet College of St. Joseph at no charge and is available to support academic courses at the introductory and advanced levels. For assistance, please contact the Student Success Center at 219 473-4287 or stop by the Library.

Disability Services:

Disability Services strives to meet the needs of all students by providing academic services in accordance with Americans Disability Act (ADA) guidelines. Students must meet with the Coordinator of Disability Services to complete an intake form in order to request an accommodation and/or an auxiliary *aid* (e.g., *additional time for tests, note taking assistance, special testing arrangements, etc.*). It is the student's responsibility to contact the Academic Support Programs Office to request an accommodation at least one month prior to enrollment for each academic term. Students who are requesting an accommodation and/or an auxiliary aid must submit documentation from a professional health care provider to verify eligibility under Section 504 of the Rehabilitation Act of 1973 and/or the Americans with Disabilities Act of 1990. The cost of obtaining the professional verification is the responsibility of the student.

If a student believes that he or she needs a “reasonable accommodation” of some kind because of a physical, psychological, or mental condition, he or she should contact Disabilities Services. The Coordinator will secure documentation pertinent to the disability and work with faculty and staff, if necessary, to address the matter. All questions and inquiries pertaining to disability services should be directed to the Disability Services Coordinator at 219-473-4349.

CCSJ Alert:

Calumet College of St. Joseph utilizes an emergency communications system that transmits messages via text, email, and voice platforms. In the event of an emergency, of weather related closings, or of other incidents, those students who are registered for the system shall receive incident specific message(s) notifying them of the situation. Please sign-up for this important service at any time on the College's website. Alternatively, you can register at the time you register for classes. This service requires each user to register once per academic year. Therefore, at the beginning of each academic year, please remember to re-register for the system. This can be done at: <http://www.ccsj.edu/alerts/index.html>.

School Closing Information:**Internet:**

<http://www.ccsj.edu>

<http://www.EmergencyClosings.com>
Facility: Calumet College of St. Joseph
Phone: 219.473.4770

Radio:

WAKE – 1500 AM
WGN - 720 AM
WIJE – 105.5 FM
WLS – 890 AM
WZVN – 107.1 FM
WBBM NEWS RADIO 78

TV Channels:

2, 5, 7, 9, 32