The University of Texas at Tyler  
College of Business and Technology  
Fall 2015

FINA 3311- Principles of Finance (Section 002)

<table>
<thead>
<tr>
<th>Instructor Name:</th>
<th>Dr. Chialing Hsieh</th>
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<tbody>
<tr>
<td>Office Location:</td>
<td>Business Bldg Room 137</td>
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<tr>
<td>Office Phone:</td>
<td>903-566-7213</td>
</tr>
<tr>
<td>Email Address:</td>
<td><a href="mailto:chsieh@uttyler.edu">chsieh@uttyler.edu</a></td>
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</table>

Office Hours: 11:10 am–2:20 pm Monday, or by appointment  
Contact will also be via e-mail. You can expect a response within 24 hours except for those sent on Saturday and Sunday as well as those sent after 5 pm on Friday, when you can expect a response within 48 hours.

Classroom Location: Business Bldg Room 106

Class Meeting Days & Times:  
Monday, Wednesday 10:10 am to 11:05 am: In-Class  
Friday: Online

Prerequisite  
ACCT 2301, and ECON 2301 or ECON 2302

Blackboard Access:  
All class materials, course grades, and class announcements will be posted by Blackboard. Your account on the Blackboard has already been created automatically by the Blackboard administrator. The Blackboard identification is the one you use for UT Tyler student email and UT Tyler library student login accounts. For more detailed information, please visit www.blackboard.uttyler.edu. Please contact the Blackboard administrator if you have any problem accessing Blackboard. Students are required to maintain their current e-mail address with Blackboard as it uses this address to send course-related electronic communications.

Required Text:  

Required Calculator:  
Financial Calculator - BA II PLUS by Texas Instruments is recommended. Have a calculator by week 2 of class.

Course Objective:
This is an intensive survey course in finance so it assumes no prior knowledge of finance. It is designed to introduce students from all business disciplines to finance and also prepare those who are interested for further coursework in finance. Accordingly, the course will begin with a general overview and then go into depth on concepts such as financial securities and markets as well as techniques used in financial decision-making. Topics covered include time value of money, debt and equity valuation, capital structure, cost of capital, raising and returning capital and capital budgeting. At the end of this course, students are expected to have a good understanding of the basic techniques needed for making sound financial decisions.

Upon completion of the course you should be able to:  
• Explain why financial markets exist.  
• Understand the distinction between debt and equity securities and find their values.
• Be able to move cash flows through time using simple formulas and calculators.
• Describe the historical relationship between risk and return.
• Know how to raise capital and return excess capital to investors.
• Describe the components underlying a firm's cost of capital (technically, it's Weighted average cost of capital) and its uses.
• Compute cash flows for capital budgeting problems and know how to compare them using standard project evaluation criteria.

Course Structure
The course begins with a general overview of finance and how the financial system interacts with the economy. Then, it explores the techniques used by financial managers in deciding how to acquire and invest funds and studies alternative investments for inclusion in a portfolio. Thus, this course is divided into three major segments that correspond with the course objectives; the financial system, corporate finance, and investments. To achieve these goals, students will be required to:
1. Attend every class.
2. Visit course Blackboard regularly.
3. Take every examination and quiz.

Course Outline
This schedule is subject to change by the instructor. Over the course of the semester, activities and items may be added, removed, or rescheduled in order to provide more information, improve accuracy, enhance learning, or correct errors. Any changes to this schedule will be communicated by instructions in class, announcements in Blackboard, and/or Blackboard email to students.

<table>
<thead>
<tr>
<th>TOPICS</th>
<th>TIMELINE</th>
<th>Test</th>
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<tbody>
<tr>
<td>Introduction and syllabus</td>
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<tr>
<td>Ch. 1: Introduction to Financial Management</td>
<td>Week 1: 08/24/15</td>
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<tr>
<td>Ch. 2 Financial Statements, Taxes, and Cash Flow</td>
<td>Week 2: 08/31/15</td>
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<td>09/07: Labor Day Holiday</td>
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<tr>
<td>Ch. 3 Working with Financial Statements</td>
<td>Week 3: 09/07/15</td>
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<tr>
<td>Test 1: Chapters 1, 2, 3</td>
<td>Week 4: 09/14/15</td>
<td>Online Test period: 9/12 (Sat) noon – 9/16 (Wed) midnight</td>
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<td>Ch. 4 Introduction to Valuation: The Time Value of Money</td>
<td>Week 5: 09/21/15</td>
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<td>Ch. 5 Discounted Cash Flow Valuation</td>
<td>Week 6: 09/28/15</td>
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<td>Ch. 6 Interest Rates and Bond Valuation</td>
<td>Week 7: 10/05/15</td>
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<td>Test 2: Chapters 4, 5, 6</td>
<td>Week 8: 10/12/15</td>
<td>In-class test: 10/12 &amp; 10/14</td>
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<tr>
<td>Ch. 7 Equity Markets and Stock Valuation</td>
<td>Week 9: 10/19/15</td>
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Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

1. **In-class tests and Online tests** will be designed to measure students’ knowledge and understanding of course material. Tests will generally cover the topics discussed or presented in class, however, other material may be identified as exam material when appropriate.

**In-class tests** will consist of written tests designed to measure students’ knowledge and understanding of course material. Exam questions will consist of primarily of short-answer questions and include some problems and essay-type questions.

**Online tests:** Once you begin a test, you will be given a certain amount of time, depending on its length, to complete it. You can take the test at any time during the test period. Note that you are allowed only **ONE** attempt per test so please make sure you study the course material thoroughly before you begin and can devote sufficient time to complete the test. **Unless specified otherwise, each test period generally begins at noon on Saturday and ends at midnight on Wednesday** so you have four and a half days or 108 hours to complete the test. Please note that each test will be only available for a limited time so check the course calendar and plan accordingly. If you cannot finish a test because of factors outside of your control such as a blackout or computer crash, you may ask the instructor for only one other chance to take the test **only if fewer than 50% of the questions have been answered.** For all other cases, including situations where the instructor is not able to re-set your test (because the request came too close to the deadline) your grade will be prorated based on your performance on the portion of the test completed. As an example, if you manage to complete 60% of the test when something prevents you from going any further and you got 70% on the questions you answered, your score will be 70% on the entire test.

2. **Assignments and Quizzes:** At the discretion of the instructor, there may be various pop-quizzes, homework assignments. These activities are intended to supplement and reinforce course material. A student may be responsible for completing an activity in or outside of class. **No late submission will be accepted.**
allowed except for documented emergencies.

Caution: Finance majors need a grade of A, B or C in FINA 3311 in order to take subsequent finance courses so D is not a passing grade. The same is true for non-finance majors because FINA 3311 is a business core requirement.

Exam and assignments policy:
Exams and quizzes should be taken as schedule; assignments should be submitted by the due date. No makeup examinations, quizzes, or assignments will be allowed except for documented emergencies (official evidence documents are required). The student should make every effort to contact the instructor prior to the exam. All requests for make-up or accommodation made after the due date for an assignment or deadline for a test will be rejected without any further consideration.

WARNING: Since the lowest of the first three test scores will be dropped from the computation of your course grade, attempts to change your grade at the end of the semester by asking the instructor to “round up” or by asking for further extra credit will be ignored.

Grading Matrix:

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<thead>
<tr>
<th>Instrument</th>
<th>Value (points or percentages)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 Tests</td>
<td>3 Tests with 100 points each (one may be dropped)</td>
<td>200</td>
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<tr>
<td>Comprehensive Final Exam</td>
<td></td>
<td>100</td>
</tr>
<tr>
<td>Assignments and Quizzes</td>
<td></td>
<td>50</td>
</tr>
<tr>
<td>Total:</td>
<td></td>
<td>350</td>
</tr>
</tbody>
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Grade Determination:
A = 90% or better
B = 80 – 89 %
C = 70 – 79 %
D = 60 – 69 %
F = less than 60%

Blackboard Access
All class materials, course grades, and class announcements will be posted by Blackboard. Your account on Blackboard has already been created automatically by the Blackboard administrator. The Blackboard user name and password combination is the one you use for UT Tyler student email. For more detailed information, please visit UT Tyler’s homepage and click on the link for “Current Students” and follow the link to blackboard. Please contact the Blackboard administrator if you have any problem accessing Blackboard. Students are required to maintain their current e-mail address with Blackboard as it uses this address to send course-related electronic communications.

If you have issues with blackboard access that may hinder your completion of course assignments or tests, you must contact UT Tyler’s IT Support staff immediately (even on weekends) and get a ticket number. You must also inform the instructor of the issue BEFORE the due date for the assignment or test. Claims of blackboard access problems without a ticket number or ones reported to the instructor after the passing of the deadline will be dismissed without any further consideration. Deadlines may be extended only in case of blackboard system-wide issues reported by the university. All other
blackboard-related issues are regarded as personal-level access issues and you must get them resolved without letting them interfere with your coursework. Personal-level access issues are not valid reasons to ask for deadline extension.

College of Business Statement of Ethics
The ethical problems facing local, national and global business communities are an ever-increasing challenge. It is essential the College of Business and Technology help students prepare for lives of personal integrity, responsible citizenship, and public service. In order to accomplish these goals, both students and faculty of the College of Business and Technology at The University of Texas at Tyler will:

✓ Ensure honesty in all behavior, never cheating or knowingly giving false information.
✓ Create an atmosphere of mutual respect for all students and faculty regardless of race, creed, gender, age or religion.
✓ Develop an environment conducive to learning.
✓ Encourage and support student organizations and activities.
✓ Protect property and personal information from theft, damage and misuse.
✓ Conduct yourself in a professional manner both on and off campus.

Academic Dishonesty Statement
The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrates a high standard of individual honor in his or her scholastic work. Scholastic dishonesty includes, but is not limited to, statements, acts or omissions related to applications for enrollment or the award of a degree, and/or the submission, as one’s own work of material that is not one’s own. As a general rule, scholastic dishonesty involves one of the following acts: cheating, plagiarism, collusion and/or falsifying academic records. Students suspected of academic dishonesty are subject to disciplinary proceedings. University regulations require the instructor to report all suspected cases of academic dishonesty to the Dean of Students for disciplinary action. In the event disciplinary measures are imposed on the student, it becomes part of the students’ official school records. Also, please note that the handbook obligates you to report all observed cases of academic dishonesty to the instructor.

Appeal
All of your quizzes, exams and papers will be returned for you to keep. However, to prevent changing of answers, your scantron forms will not be returned so you must keep track of your answers by marking them on your quizzes and exams. You have the right to review your scantron form in case of a grade dispute. You should appeal no later than one week from the date the exam/quiz/application is returned to the class. No late appeals will be accepted.

Students Rights and Responsibilities
To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please go to:
http://www.utttyler.edu/wellness/StudentRightsandResponsibilities.html

Grade Replacement /Forgiveness
If you are repeating this course for a grade replacement, you must file an intent to receive grade forgiveness with the registrar by the 12th day of class. Failure to do so will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates will receive grade forgiveness (grade replacement) for only three course repeats; graduates, for two course repeats during his/her career at UT Tyler.
State-Mandated Course Drop Policy
Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the 12th day of class (See Schedule of Classes for the specific date). Exceptions to the 6-drop rule include, but are not limited to, the following: totally withdrawing from the university; being administratively dropped from a course; dropping a course for a personal emergency; dropping a course for documented change of work schedule; or dropping a course for active duty service with the U.S. armed forces or Texas National Guard. Petitions for exemptions must be submitted to the Registrar's Office and must be accompanied by documentation of the extenuating circumstances. Please contact the Registrar's Office if you have any questions.

Disability Services
In accordance with federal law, a student requesting accommodation must provide documentation of his/her disability to the Disability Support Services counselor. If you have a disability, including a learning disability, for which you request an accommodation, please contact Ida MacDonald in the Disability Support Services office in room 3171 at the University Center or at (903) 566-7064.

Student Absence due to Religious Observance
Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester.

Student Absence for University-Sponsored Events and Activities
If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Emergency Exit Strategy
☐ Campus building occupants are required to evacuate buildings when a fire alarm activates. Alarm activation or announcement requires exiting and assembling outside.
☐ Familiarize yourself with all exit doors of each classroom and building you may occupy while receiving instruction. The nearest exit door may not be the door you used when entering the building.
☐ Students requiring evacuation assistance should inform the instructor during the first week of class.
☐ In event of an evacuation, follow the faculty’s or class instructor’s instructions.
☐ Do Not re-enter a building unless given instructions by the Fire Department, University Police Department, or Fire Prevention Services.

Social Security Numbers and FERPA Statement
It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Syllabus Revisions
The standards and requirements set forth in this syllabus may be modified at any time by the course instructor. Notice of such changes will be by announcement in class or by course Blackboard with adequate time for the students to make the necessary coursework adjustments.