

COURSE TITLE BLACKBOARD SITE	FIN 6013 Acquiring and Managing Financial Capital (Online) Spring 2011 – http://my.ltu.edu and select CRN 3866
INSTRUCTOR	Faculty Name: Dr. John M. Halstead Title and Organization: Adjunct Online Instructor, LTU Online Contact Information: E-mail address: jhalstead@ltu.edu Phone: 860-563-0372 Office hours: Seven days a week; 9am to 11pm Eastern Time; you can call me or send me an e-mail message.
SCHEDULE	January 10, 2011 – April 23, 2011 See http://www.ltu.edu/registrars_office/calendar_final_exam.index.asp for LTU academic calendar information.
LEVEL/ HOURS PREREQUISITE	Graduate Degree / 3 semester credit hours Admission / prerequisite requirements: Graduate level ACC 5002 (Minimum Grade of C-) or Graduate level ACC 5003 (Minimum Grade of C-) and Graduate level FIN 5022 (Minimum Grade of C-)
REQUIRED TEXT (See Blackboard for additional resources)	Moyer, McGuigan, and Krelow, <i>Contemporary Financial Management</i> , 11 th Edition, South-Western, Cengage Learning, ISBN: 0-324-65350-6. Available for online purchase through LTU Bookstore at: http://lawrence-tech1.bkstore.com/bkstore/TextbookSelection.do?st=489
ADDITIONAL RESOURCES	LTU Online student resources: http://www.ltu.edu/ltuonline/
TECHNICAL SUPPORT	Technical support for using Blackboard is provided by the Helpdesk. Visit www.ltu.edu/ehelp or 248.204.2330 or helpdesk@ltu.edu . Send the Help Desk a form detailing any issues by clicking here http://tinyurl.com/3yqrvne .

COURSE SCHEDULE FOR COLLEGE OF MANAGEMENT SEMESTER COURSES

This fully online course begins with a partial week online course orientation period to familiarize yourself with the online learning environment and to meet online or via the phone with your instructor. Each subsequent week starts on a Monday and ends on a Sunday.

Dates	Modules	Topics / Readings	Assignments Due
Prior to Semester Start and Jan 10 – Jan 12	Module 0	Overview of textbook Overview of the online course	Select Discussion Leader chapter; make your selection in the “General Discussion” Blackboard forum.
Week of Jan 10 – Jan 16	Module 1 (note: more than one module may be scheduled in a week)	Chapter 1 – The Role and Objective of Financial Management (note: more than one chapter may be scheduled in a module)	Discussion Board Questions: p.23 of the textbook, #3 and #17 Research Assignments: p.23 of the textbook, #14 and #15
Week of Jan 17 – Jan 23	Module 2	Chapter 2 – The Domestic and International Financial Marketplace	Discussion Board Questions: p.48 of the textbook, #3 and #6 Research Assignments: p.49 of the textbook, #1 and #2
Week of Jan 24 – Jan 30	Module 3	Chapter 3 – Evaluation of Financial Performance	Discussion Board Questions: p.89, #3 and #11 Research Assignments: pp.91-92, #5 and #7
Week of Jan 31 – Feb 6	Module 4	Chapter 4 – Financial Planning and Forecasting	Discussion Board Questions: pp.122-123, #2 and #4 Research Assignments: pp.124-126, #1 and #5
Week of Feb 7 – Feb 13	Module 5	Chapter 5 – The Time Value of Money	Discussion Board Questions: pp.162-163, #4 and #17 Research Assignments: pp.165-166, #13 and #19
Week of Feb 14 – Feb 20	Module 6	Chapter 6 – Analysis of Risk and Return	Discussion Board Questions: p.213, #6 and #12 Research Assignments: pp.217-218, #6 and #11

Dates	Modules	Topics / Readings	Assignments Due
Week of Feb 21 – Feb 27	Module 7	Mid-Term Exam	Take the Mid-Term Exam during this portion of a week and by 2/27/11. It covers Chapters 1 through 6 of the textbook.
Week of Feb 28 – Mar 6	Module 8	Chapter 7 – Fixed-Income Securities: Characteristics and Valuation	Discussion Board Questions: p.251, #8 and #15 Research Assignments: pp.252-254, #4 and #16
Mid-semester Break – No Classes			
Week of Mar 14 – Mar 20	Module 9	Chapter 8 – Common Stock: Characteristics, Valuation, and Issuance	Discussion Board Questions: pp.281-282, #6 and #14 Research Assignments: pp.284-285, #8 and #12
Week of Mar 21 – Mar 27	Module 10	Chapter 9 – Capital Budgeting and Cash Flow Analysis	Discussion Board Questions: pp.312-313, #3 and #7 Research Assignments: p.314, #1 and #3
Week of Mar 28 – Apr 3	Module 11	Chapter 10 – Capital Budgeting: Decision Criteria and Real Option Considerations	Discussion Board Questions: p.351, #3 and #5 Research Assignments: pp.354-356, #8 and #12
Week of Apr 4 – Apr 10	Module 12	Chapter 11 – Capital Budgeting and Risk and Chapter 12 – The Cost of Capital	Discussion Board Questions: pp.384-385, #2 and #8 p.421, #4 and #12 Research Assignments: pp.386-387, #5 and #8 pp.422-423, #5 and #9
Week of Apr 11 – Apr 17	Module 13	Chapter 16 – Working Capital Policy and Short-Term Financing and Chapter 19 – Lease and Intermediate-Term Financing	Discussion Board Questions: p.573-575, #6 and #11 p.679, #7 and #8 Research Assignments: pp.579-580, #3 and #4 p.681, #1 and #2

Dates	Modules	Topics / Readings	Assignments Due
Week of Apr 18 – Apr 23	Final Exams	Final Exam	Take the Final Exam during this portion of a week and by Saturday, 4/23/11 . It covers Chapters 7 through 12, 16, and 19 of the textbook.

STUDENT EVALUATION

The course has five assignments totaling 100 points (left column). Letter grades are awarded based on the total number of points achieved (right column). Points will likely be deducted for late assignments.

Assignments	Points
Discussion Board Questions	20
Discussion Forum Leader	10
Research Assignments	20
Mid-Term and Final Exams (25 points each)	50
Total Points	100

Class Points	Letter Grade
96 and above	A
90 – 95	A-
87 – 89	B+
83 – 86	B
80 – 82	B-
77 – 79	C+
73 – 76	C
70 – 72	C-
61 – 70	D (Undergrad Only)
60 and below	E

Note: Grades lower than a "B" fall below the LTU graduate standard

EDUCATIONAL GOALS

Our goal in this course is to study the following topics: allocation of wealth over time, firm valuation, investment decisions, long-term decision, cost of capital, equity management, dividend policy, the effects of corporate and personal income taxation on the corporate decision making process, the theory on which current financial techniques are based, contributions of major authors to finance theory, and the applications of these theories to contemporary usages such as return measurement, risk measurement, capital structure, capital structure, capital asset analysis and dividend policy.

STUDENT LEARNING OBJECTIVES / OUTCOMES

This course establishes a foundation in business finance theory with an emphasis on fundamental concepts and fundamental quantitative techniques. At the end of the course the student should appreciate the financial decision making issues and constraints faced by managers in such areas as financial analysis, capital budgeting, debt vs. equity financing, stock pricing, cost of capital measurement, and asset and liability management. These objectives will be evaluated via discussion board questions, research assignments, a discussion forum leader activity, and exams.

PREREQUISITE SKILLS

You should know how to use Microsoft Word and Microsoft Excel. It may also be helpful (but it's not required) if you know how to use a financial calculator such as the TI BAII Plus calculator.

Course Prerequisites: Graduate level ACC 5002 (Minimum Grade of C-) or Graduate level ACC 5003 (Minimum Grade of C-) and Graduate level FIN 5022 (Minimum Grade of C-).

INSTRUCTIONAL METHODS AND COURSE ORGANIZATION

A variety of instructional methodologies are used in this course:

Blackboard learning environment – Blackboard at my.ltu.edu contains such things as the syllabus, narrated PowerPoint lectures, written lecture notes, and discussion forums. You will submit all assignments via Blackboard and are expected to participate regularly in discussion topics. Please take time to familiarize yourself with the organization of the Blackboard site. You will want to check the site frequently for announcements.

Student/Instructor Conversations – Students can get in contact with the instructor via e-mail messages and telephone calls as needed.

Self-assessments – Pre- and post- self-assessment tools will help students measure their entering skills and progress during the course.

Required readings – Textbook chapters should be read according to the schedule outlined in the syllabus.

Publisher Web Site – A publisher web site at http://websites.swlearning.com/cgi-wadsworth/course_products_wp.pl?fid=M20b&flag=student&product_isbn_issn=9780324653502&discipline_number=414 includes many resources. You should make use of as many of these resources as you need to be successful.

Website links – The following website links may be useful for this course: <http://www.teachmefinance.com>, <http://www.tvmcalcs.com>, and <http://www.frickcpa.com/tvom/>.

Assignments – 20% of your course grade is based on the assigned Research Assignments and 20% of your course grade is based on the assigned Discussion Board Questions. 10% of your course grade is based on leading a discussion forum on a chapter of your choosing.

Exams – A mid-term and final exam each contribute 25% toward your course grade.

CLASS POLICIES AND EXPECTATIONS

I plan to offer you a valuable learning experience, and expect us to work together to achieve this goal. Here are some general expectations regarding this course:

Each student has a LTU email account. If you wish to use a different email address for this course, please **change your email address in Blackboard under “Blackboard Tools”, then “Personal Information”** and send an email to me so I can store your address in my email directory.

Readings, discussion forum participation, and written assignments must be completed according to the class schedule. If business travel will take you away from regular participation, please clear the dates with me in advance.

It is essential that all students actively contribute to the course objectives through their experiences and working knowledge.

All assignments must be submitted on schedule, via Blackboard, and using Microsoft Office compatible software. If you need to submit an assignment via email, contact the instructor in advance. Late work will be reduced in value.

Assignments must be completed to an adequate standard to obtain a passing grade. Requirements for each assignment are detailed in this syllabus.

Be prepared to log into Blackboard at least once each day. Please focus your online correspondence within the appropriate Blackboard discussion forums so that your colleagues can learn from you.

At midterm and at the end of the course, you will be invited to participate in a University evaluation of this course. Your feedback is important to the University, to LTU Online, and to me as an instructor, and I encourage you to participate in the evaluation process.

It is important for you as students to know what to expect from me as your instructor:

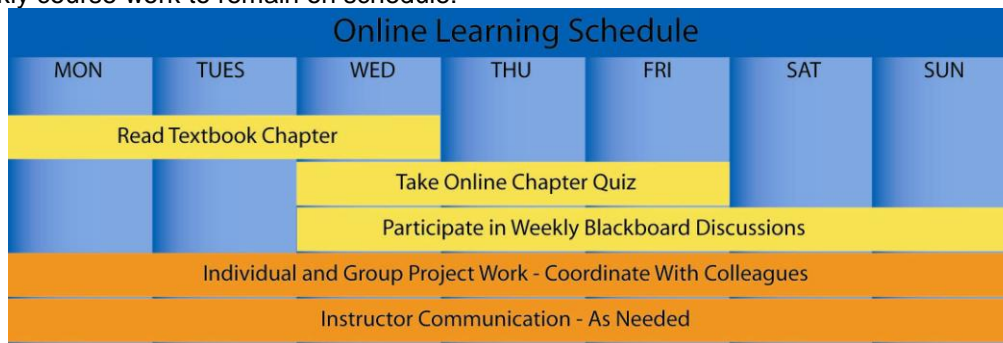
- I will be available to you via e-mail and phone, and will promptly reply to your messages.
- I will maintain the Blackboard web site with current materials, and will resolve any content-related problems promptly as they are reported to me.
- I will return all assignments to you promptly, and will include individualized comments and suggestions with each assignment.
- I will hold our personal written or verbal communications in confidence. I will not post any of your assignments for viewing by the class without requesting your approval in advance.
- I will treat all members of the class fairly, and will do my best to accommodate individual learning styles and special needs.
- If any of these points need clarification, or when special circumstances arise that require my assistance, please contact me so that we can discuss the matter personally.

PRACTICAL GUIDELINES FOR CLASS LOAD EXPECTATIONS

A three-credit course generally requires at least nine hours per week of time commitment. Here are some practical guidelines to help schedule your time commitments for this online course:

- A 14-week semester (the Summer semester is compressed into 10 weeks) would require at least 126 hours of time commitment to successfully complete all readings, activities, assignments, and texts as described in this syllabus.
- You should reserve at least 6 hours per week to read the required textbook chapters and resources, participate in online discussions, review presentation materials, and work through online quizzes. This effort will total at least 84 hours over the course of the semester.
- You should organize your remaining time to roughly correspond with the point value of each major assignment. This means that you should plan to spend at least:
 - 8-9 hours preparing your case study review;
 - 24-40 hours working with your group on the three parts of your semester-long project;
 - 8-9 hours working on the various components of your reflective consolidation (final exam).

These guidelines may not reflect the actual amount of outside time that you – as a unique individual with your own learning style – will need to complete the course requirements. The number of hours each week will vary based on assignment due dates, so please plan ahead to insure that you schedule your academic, work, and personal time effectively. The following graphic can be used to guide you in planning your weekly course work to remain on schedule:



ASSIGNMENT DETAILS

Course assignments and evaluation criteria are detailed below. Please review these requirements carefully.

Details for all assignments are shown below. Please note that you should **not** submit any assignments to the Blackboard Digital Dropbox. All research assignments are submitted using the Blackboard “Assignments” function. Some work is to be posted to the Blackboard Discussion Forum for student comments.

Research Assignments (20 Points or 20% of your course grade)

Overview – You are to answer the problems/questions that you are assigned. This may require the use of Microsoft Word and/or Microsoft Excel. On quantitative questions, show your work. Also, provide references where appropriate.

Deliverables and Evaluation – You are to submit your assignment via the Blackboard “Assignments” function, not the Digital Dropbox.

Evaluation specifics: If you answer the assigned problems/questions correctly and show your work (for quantitative assignments), you will receive full credit. If there's a need for references, please use APA citation formatting. A failure to provide references when they are called for will result in a loss of up to 20% of your grade on that assignment. Partial credit will be provided for incorrect assignments but which contain quality work. A partial credit determination is done on a case-by-case basis. Incorrect answers with little or no shown work (for quantitative assignments) will receive zero points.

Discussion Board Questions (20 Points or 20% of your course grade)

Overview – You are to make at least three, high-quality discussion posts to each discussion board thread. Each discussion post should be at least three sentences long. To ensure it's a high-quality discussion post consider posting website links along with your typed comments. Reply to and comment on other students' posts. Provide references where appropriate.

Deliverables and Evaluation – You post your responses to the discussion board. You do not submit your work via the Digital Dropbox.

Evaluation specifics: If you answer the discussion board question correctly and make at least three, high-quality discussion posts to each discussion board thread for the week, you will receive full credit. If there's a need for references, please use APA citation formatting. A failure to provide references when they are called for will result in a loss of up to 20% of your grade on that assignment. Partial credit will be provided for incorrect answers and to those students who make at least one discussion post but less than three discussion posts per thread. A partial credit determination is done on a case-by-case basis. If you make no discussion posts, you will receive zero points.

Discussion Forum Leader Activity (10 Points or 10% of your course grade)

Overview – Select a chapter for which you will prepare a discussion forum summary or “mini-case.” Information sources can include such resources as the textbook, the publisher web site, or a website of your choosing.

Proposal – Please propose your chapter in the “General Discussion” Blackboard forum. Only one student may propose a given chapter, so please propose your chapter early. The first student to propose a particular chapter in the “General Discussion” Blackboard forum gets to be the Discussion Forum Leader for that chapter.

Deliverables and Evaluation – Based on the relevant chapter, post a summary of your findings to the appropriate chapter discussion forum during the week in which the chapter is covered in the syllabus. In addition to your summary, post at least one follow-up question to your student colleagues that will require them to critically analyze the information that you present. Then serve as a discussion leader to facilitate the ensuing discussion.

Evaluation specifics: You will be evaluated on the quality of your research and initial post, on the quality of the question(s) you pose, and on your responses to your student colleagues as you facilitate the discussion.

Mid-Term and Final Exams (25 Points Each for a total of 50% of your course grade)

Overview – A mid-term and final exam will be administered via Blackboard. Each exam will likely consist of a randomly selected set of multiple-choice questions.

Deliverables and Evaluation – You will take your mid-term and final examination within the Blackboard environment under the “Assignments” section. The exams will have time limits, so please prepare to spend the appropriate length of time needed to complete the exam.

Evaluation specifics: Your exam score will be based on the percentage of correct answers to the questions.

SYLLABUS ADDENDA

Please see the LTU Online “Current Students” web site <http://www.ltu.edu/ltuonline/> for comprehensive information about Lawrence Tech’s academic services, library services, student services, and academic integrity standards. The content of this web site is explicitly included as syllabus requirements.

The LTU Online “Current Students” web site also includes grading rubrics used by your instructor to evaluate written assignments, discussion forum participation, and group assignments. Please note that the SafeAssign anti-plagiarism product will be used for written assignments submitted for this course. Please see the instructions included on the LTU Online web site regarding the use of the SafeAssign product.

Leadership Transcripts

The leadership transcript enables students to track co-curricular activities that are undertaken above and beyond the requirements of the LTU curriculum. The leadership transcript serves students by enhancing the leadership portfolio; providing the opportunity for a transcript of distinction; enhancing their resumes; and assisting in articulating leadership experience. It can be accessed by logging on to Banner Web and clicking the Student and Financial Aid tab. Leadership Activities is located at the bottom of the list.



Lawrence Technological University
Course Number and Name (Online) – CRN 3866
Spring 2011