



# Lincoln University

## BA 303 – Finance Management

### COURSE SYLLABUS Summer 2019

- Instructor:** Prof. Albert Loh  
**Lecture Schedule:** Monday & Wednesday, 9:00 AM – 11:45 AM  
**Credits:** 3 units / 45 hours of lectures  
**Level:** Mastery 1 (M1)  
**Office Hours:** Monday & Wednesday, 11:45 AM - 12:30 PM, or by appointment  
**e-mail:** [aloh@lincolnuca.edu](mailto:aloh@lincolnuca.edu)  
**Textbook:** Fundamentals of Financial Management, by Brigham & Houston, 9th edition Concise (January 2016). ISBN-10: 1305635930; ISBN-13: 978-1305635937.  
**Tools:** A handheld calculator HP10bII is required. **Mobile device calculator will not be allowed.** Supplemental materials (such as periodical, article, or case study) will be provided in class.  
**Prerequisite:** *None*  
**Last Revision:** May 20, 2019

### CATALOG DESCRIPTION

A consideration of financial control at the corporate management level, with special emphasis on the policies and practices required to place and control the sources and uses of capital. Emphasis will be placed on capital management and evaluation of alternative opportunities. Also examined are such matters as valuation, cash flow, funds acquisition, long-term financing, and budgets as tools for decision-making.

### EDUCATIONAL OBJECTIVES

The objectives of the course are to study the finance function of a business firm and to introduce the theoretical framework and analytical tools and techniques of financial management to help make appropriate financial decisions. Students will learn about fundamental issues of business finance and key analytic tools used in the real business world. The main topics covered include, but are not limited to, (1) financial markets and instruments, (2) financial statement and ratio analyses, (3) time value of money, (4) asset valuation and the trade-off between risk and return, (5) cost of capital, cash flow and capital structure, and (5) investment, financing, and dividend policy decisions of the firm.

**COURSE LEARNING OUTCOMES<sup>1</sup>**

| <b>Course LO</b>  | <b>Program LO</b> | <b>Institutional LO</b> | <b>Assessment activities</b>   |
|---|-------------------|-------------------------|--|
| Application and analysis of concepts, theories, and tools used in financial decision-making.  | PLOs 1, 2         | ILO 1b, 2b              | Closed-book exam.  |
| Analysis of financial statements for performance evaluation, including ratio analysis.  | PLOs 1, 2, 6      | ILO 1b, 2b              | Demonstrate the ability to explain stock research reports and financials found in Yahoo Finance, MarketWatch, and other related websites and closed-book exam. |
| An understanding of time value of money related to security pricing, capital budgeting, and the associated cost of capital and capital structure. | PLOs 1, 2         | ILO 1b, 2b              | Closed-book exam.  |
| Study of various working capital management techniques and dividend policies.   | PLOs 1, 2         | ILO 1b, 2b              | Closed-book exam.  |
| Hands-on experience in the use and application of financial tools.  | PLOs 1, 2         | ILO 1b, 2b              | Use of financial calculator and closed-book exam.  |

**INSTRUCTIONAL METHODS**

*This is a direct classroom instruction course.*

The course will be conducted in the form of lectures and discussions on each topic shown in the class schedule below.

Assignments and projects require students to actively use resources of the library. Detailed guide to business *resources of the library* as well as the description of Lincoln University approach to *information literacy* are available at the [Center for Teaching and Learning](http://ctl.lincolnuca.edu) website (ctl.lincolnuca.edu).

**COURSE REQUIREMENTS AND EVALUATION**

***The class will not begin until all mobile devices are removed and kept away from the student's desk.***

While in class, students are expected to conduct themselves in a professional manner. Professionalism includes regular attendance, participation in class discussions, civil conduct, and ethical behavior, etc. If a student is observed coming to class late often, being disrespectful to peers, texting or using mobile devices, or carrying on personal conversations during lecture, the professionalism portion of the grade will be reduced based on a demerit system. The course

<sup>1</sup> Detailed description of learning outcomes and information about the assessment procedure are available at the [Center for Teaching and Learning](http://ctl.lincolnuca.edu) website (ctl.lincolnuca.edu).

begins with each student having the full 50 points. Any absence after the last day to drop a class and/or tardiness without valid reasons greater than 3 times will result in 5 points deduction, respectively. Behavioral offenses such as texting, using of mobile devices, or engaging in disorderly conduct in spite of reminder or warning will result in 10 points deduction.

**Homework assignment:**

Every student needs to read the PowerPoint Slides according to the syllabus timetable in preparation for the upcoming class session.

Higher education is about learning how to learn. So, in acquiring new knowledge, always pay attention to the learning objectives of each chapter or topic. In addition, you will enhance your understanding by solving the chapter problems to be assigned in class. Of course, you are welcome to bring questions to class for discussion by reading ahead of each classroom lecture. Achievement is assured when done repetitively.

**GRADING POLICY**

Your performance in this course will be evaluated under the following model:

|                  |                   |               |
|------------------|-------------------|---------------|
| Mid-Exam         | 150 points        | A = 361 – 400 |
| Final Exam       | 200 points        | B = 301 - 360 |
| Professionalism: | 50 points         | C = 241 - 300 |
| <b>Total</b>     | <b>400 points</b> | D = 201 - 240 |
|                  |                   | F = < 200     |

The mid-term and final exams include open-ended, multiple choice, or both types of questions and problems that are similar to the term assignments. They are designed to test both theory and problem solving. There will be NO “make-up credit” or "extra credit" work during and after the semester. The instructor reserves the right to modify the grading system based on class performance and notification to the students about any change during the semester. You are responsible for keeping apprised of any change in syllabus. If you plan to be sick on exam days, please do the exam a day earlier before getting sick.

The key to success in this course is communication and interaction. Thus, we will have to work as a team. First, we will create a positive learning environment where everyone can participate without fear. Second, relevant reading and problem assignments will be presented and discussed in class. When in doubt, ask.

**Scholastic Dishonesty**

Scholastic dishonesty will not be tolerated. Students who violate rules of academic dishonesty are subject to disciplinary penalties, including failure in the course and/or other actions from the University.

**PROPOSED CLASS SCHEDULE**

| <b>Date</b>   | <b>Topics</b>  |
|---------------|--|
| Jun 10        | Course Introduction, Chapters 1 & 2: Financial Management & Markets and Instruments          |
| Jun 12        | Chapters 3 & 4: Financial Statement Analysis ( <b>Project: TCM Company Research Report</b> ) |
| Jun 17        | Chapters 6: Interest Rate and Chapter 7: Risk & Return                                       |
| Jun 19        | Chapters 5: Time Value of Money ( <b>HP 10bII calculator</b> )                               |
| Jun 24        | Chapter 7: Bonds   |
| Jun 26        | Chapter 9: Stocks  |
| <b>Jul 1</b>  | <b>2.5-hour Mid-term Exam (Closed Books)</b>   |
| Jul 3         | Chapter 10: Cost of Capital  |
| Jul 8         | Chapter 13: Capital Structure  |
| Jul 10        | Chapter 11 & 12: Capital Budgeting & Cash Flow   |
| Jul 15        | Chapter 14: Dividend Policy and Share Repurchases  |
| Jul 17        | Chapter 15: Working Capital Management   |
| Jul 22        | Special topics on Options, Warrants, Preferreds, and Convertibles                            |
| <b>Jul 24</b> | <b>2.5-hour Final Exam (Closed Books)</b>  |

**Addendum: Supplemental Course Materials**

The PowerPoint slides are designed to give students a head start in learning course materials in a concise and coherent fashion. They are not intended to substitute, but complement, the textbook and classroom lectures. Don't just read; you need to absorb and understand the body of knowledge through a synthesis of critical thinking and problem solving skills. Thus, attending classroom lectures and completing exercises and assignments are critical to your success.