Instructor Information

Instructor(s):
Dr. Jivas Chakravarthy

Office Number:
COBA Room 417

Office Telephone Number:
I do not have an office telephone. The phone number for the accounting department is 817-272-7029.

Email Address:
jivas.chakravarthy@uta.edu

Revised March 2020: As we are now engaging in social isolation, the best ways to get in touch with me are via email, the Canvas page for our course, and the Microsoft Teams group for our course.

Office Hours (Revised March 2020 – Office Hours via our Microsoft Teams group):
Monday & Wednesday 2:30 – 3:45 p.m.
Additional office hours by appointment

Course Information

Description of Course Content:
Planning, controlling, decision making, and performance evaluation. Uses a variety of teaching techniques (e.g., problems, cases, and projects) and is open only to non-accounting majors.

Student Learning Outcomes:
Accounting knowledge and fluency: Each student will develop a broad understanding of how accounting relates to business as well as the ability to ‘speak’ the language of accounting.

Business knowledge: Each student will be able to define terminology, describe theories, and apply models to address issues in accounting, economics, finance, management, marketing and operations.

Problem solving skill: Each student will possess the quantitative and technical skills to analyze data and interpret results to improve business performance.

Communication: Each student will be able to communicate clearly, concisely and professionally.

Required Textbooks and Other Course Materials:
Fifth Edition of Finance & Accounting for Nonfinancial Managers (Finkler)
Access to MS Excel
Course Format:
Course meetings will incorporate a mixture of lecture, discussion, casework, and group problem solving. During meetings, I often introduce material that is not in the textbook. You are responsible for all material that is introduced during meetings, including material not covered by the text, and this material will be included in the exams.

For most meetings, I will provide a set of “meeting notes” – these will be presentation slides (in PDF form) of the material covered that day. For these notes, I redact (i.e., remove) key information from many of the slides. The purpose of providing these notes is to help facilitate note-taking for students by reducing the time they spend writing, in order to allow them to increase their focus on the material being discussed. Please do NOT photograph my presentation slides during class.

Descriptions of major assignments and examinations:
There will be two midterm exams and one comprehensive final exam. Approximately one-quarter of the points on the final exam will relate to the material covered in the first and second midterm exams, while approximately one-half of the points will relate to material from after the second midterm exam. Make-up exam allowances will be allowed only in rare instances, on an as-needed basis, and in accordance with the University policy. You must contact me on the day of the exam to provide the reason for your absence.

Due to course modifications driven by the COVID-19 events, the first midterm exam for this course was taken via pencil and paper in the classroom. However, both the second midterm and the final exam will be taken online via our course Canvas page. The exams are closed-book and closed-notes, and each student must take each exam on their own, without assistance from any other individual.

For most class meetings I will provide recommended questions that you should complete, and I will post the solutions to Canvas for your reference. You will not submit any assigned homework in this class. Instead, to help keep you on track and to provide recurring performance feedback, there will be nine quizzes throughout the semester – three quizzes each pertaining to each of the three exams.

If a student misses or is late to complete a quiz, that student will receive a zero grade for that component. However, for each student, the lowest quiz score will be dropped.

Quizzes will be available on our Canvas page and you will complete them online. See the course schedule for the deadlines to complete each quiz. Each quiz must be taken before the meeting listed on the schedule. Once you begin each quiz, you will have a defined period of time (typically 6–8 minutes) to complete it. While the quizzes will be open-book and open-notes, each student must take each quiz on their own, without assistance from other students or other individuals.

Professionalism:
Your final grade includes a component for professionalism during course meetings. You are expected to attend every course meeting, to be on-time, and to be non-disruptive. Attendance will be taken on random days and intervals, at the Instructor’s discretion. The likelihood of doing well in this course is dependent on consistent meeting attendance and consistent completion of the reading and recommended questions.

In addition, students are expected to behave in a professional manner during meetings (which includes, but is not limited to, refraining from uncivil and disruptive behavior). Unprofessional behavior will be noted and reflected in this component of your grade. My hope is that you will all participate during meetings and engage in a substantive learning experience directed at understanding the course material. In order to encourage participation to help attain this goal, in some instances I may randomly call on students to answer questions.
Grading Information

Grading:
Students will be evaluated based on their performance on all course components: two midterm exams, a final exam, quizzes, and professionalism during course meetings. These items will have the following weight in determining your grade: (revised: no Group Project, remaining items retain the same weights):

- Midterm Exam #1 2÷9 = 22.2%
- Midterm Exam #2 2÷9 = 22.2%
- Final Exam 3÷9 = 33.3%
- Quizzes 1÷9 = 11.1%
- Professionalism 1÷9 = 11.1%

Grades will be assigned using the following scale:

- 90+ A
- 80 to 89.9 B
- 70 to 79.9 C
- 60 to 69.9 D
- Below 60 F

Statute of Limitations for Grade Appeals:
Any student wishing to review and potentially change their grade on an exam, quiz, or the group project must make the request within two weeks from when their grade for the item in question was made available on Canvas. Regarding the attendance portion of the professionalism grade component, any student wishing to provide evidence to explain an absence from a course meeting must furnish such evidence within one week of the meeting in question.

Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current University Catalog at: http://catalog.uta.edu/academicregulations/grades/#undergraduatetext.

How to Succeed in this Course:
Before class meetings: read the assigned materials so you gain the greatest benefit from each meeting.
During class meetings: be on-time and attentive.
After class meetings: complete the recommended questions and understand the solutions.
Prior to quizzes and exams: closely study all in-class materials.

Course Schedule

Due to the COVID-19 events, this course switched to online modality as of March 23, 2020. As a result, the assignments from March 23 to the end of the semester have been adjusted to reflect this change. Please note the changes made in the assignments as indicated on the revised course schedule appended to this document (and which is also available on our Canvas page).

As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course and in response to university policies.

Institution Information

UTA students are encouraged to review the below institutional policies and informational sections and reach out to the specific office with any questions. To view this institutional information, please visit the
Institutional Information page (http://www.uta.edu/provost/administrative-forms/course-syllabus/index.php) which includes the following policies among others:

- Drop Policy
- Disability Accommodations
- Title IX Policy
- Academic Integrity
- Student Feedback Survey
- Final Exam Schedule

Additional Information

Attendance:
At The University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator of student success. Each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. However, while UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients “begin attendance in a course.” UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty report must the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Canvas. This date is reported to the Department of Education for federal financial aid recipients.

Emergency Exit Procedures:
Should we experience an emergency event that requires evacuation of the building, students should exit the room and move toward the nearest exits, which are located in the back of the classroom. When exiting the building during an emergency, do not take an elevator but use the stairwells instead. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

I recommend that you all subscribe to the MavAlert system that will send information in case of an emergency to your cell phones or email accounts. Anyone can subscribe at Emergency Communication System.

Student Support Services:
UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring by appointment, drop-in tutoring, mentoring (time management, study skills, etc.), major-based learning centers, counseling, and federally funded programs. For individualized referrals, students may call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at Resource Hotline (http://www.uta.edu/studentsuccess/success-programs/programs/resource-hotline.php).

Emergency Phone Numbers

In case of an on-campus emergency, call the UT Arlington Police Department at 817-272-3003 (non-campus phone), 2-3003 (campus phone). You may also dial 911. The non-emergency number is 817-272-3381.

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