SPECIAL ANNOUNCEMENT

- 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 will be adjusted to reflect this change. Please note we would try to make minimum changes to the syllabus content as marked by the strikethrough along with the associated change. Please prepare for the online course delivery by reviewing the Canvas Student Orientation.
- Canvas is now integrated with Teams. Learn how to Install Teams, and How to Join a Teams meeting.
- You may have to prepare a space at home to study and review these suggestions for staying focused.
- Review the technical requirements for software that is used in your course (e.g., install the Respondus Lockdown browsers will work on your iPad, laptop or and desktops and remember to use them during exams. Please note Lockdown browsers do not work on iPhones, Chromebooks and Android systems.

I. COURSE OBJECTIVE AND DESCRIPTION

This course in Financial Applications addresses the analysis of financial problems of business concerns, presented in case materials. It is intended to be a capstone course in finance and as such, encompasses problems that are not simply limited to those facing a CFO or a controller. Student involvement and participation are not only essential to the success of the course, but it is also mandatory.

Advance topics in finance will be covered during the first few weeks so as to form a basis for the case analysis. Analysis for Financial Management by Robert C. Higgins will be the primary text during this phase of the semester.

In the second phase of the semester, student teams will present case analyses. Student requirements for this section are given in Section VIII of this syllabus.
II. STUDENT LEARNING OUTCOMES
The students would get (1) an overview of finance tools, (2) learn to analyze and recommend remedies to separate cases either in groups or individually, (3) present their case findings to their peer group and (4) practice writing and presentation skills.

III. COURSE PREREQUISITES
Finance 5311, Accounting 5301, and Economics 5309 are prerequisites for this course. Additionally, classes taken in intermediate financial management, investments, and financial institutions will be helpful.

IV. CLASS CONDUCT
Student preparation and participation form an integral part of this course. All students should come fully prepared with the case scheduled for a meeting. During the student case presentations, students will be expected to provide critical questions and evaluations of the presenting group’s analysis and to challenge the presenting group where deemed appropriate.

If for any reason, a student comes to class unprepared, the student is obliged to inform the instructor BEFORE THE CLASS BEGINS. There is a participation penalty for not preparing but failure to inform the instructor before class results in more serious damages. See sections VIII for additional requirements.

CAUTION - A NOTE ON PLAGIARISM: To plagiarize is to claim originality to work or idea belonging to somebody else. Any reference to external sources, either verbatim or paraphrased, must be appropriately cited.

Walk Rule: If the instructor is late by more than 15 minutes, please leave the class quietly.

ADA: If you have a disability that requires special accommodation, please see the instructor in the privacy of his office.

Bomb Threat: College of Business Administration Policy on bomb threats will be followed. For further details and additional information, please refer to the enclosed syllabus addendum.

V. COURSE TEXTS
Course Texts:


Required tool: Financial Calculator: *Texas Instruments™ BA II Plus*, *Texas Instruments™ BA II Plus Professional* or equivalent. I will demonstrate the use of *Texas Instruments™ BA II Plus*. This is my personal preference. Please feel free to use a different brand or model if you are confident with using it as long as it is at least functionally equivalent to *Texas Instruments™ BA II Plus* and does not have programming or mass storage capability. The use of a computer, tablet, iPhone™, iPad™ or similar device in a financial calculator emulation mode or software capable of performing financial functions is not allowed.

Optional: *The Wall Street Journal*
VI. GRADING
Grades will be based on your performance on two in-class exams, your case brief, case presentation and rebuttal, and class participation using the following weighting:

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mid term exam</td>
<td>30%</td>
</tr>
<tr>
<td>Case Briefs</td>
<td>5%</td>
</tr>
<tr>
<td>Case Presentations</td>
<td></td>
</tr>
<tr>
<td>Presenting Team</td>
<td>10%</td>
</tr>
<tr>
<td>Rebuttal Team</td>
<td>5%</td>
</tr>
<tr>
<td>Class Participation</td>
<td>10%</td>
</tr>
<tr>
<td>Final Examination</td>
<td>40%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>100%</td>
</tr>
</tbody>
</table>

Please note that both exams will be comprehensive in nature. There is no provision for makeup or extra points. Based on the class size, the instructor may form groups and teams for student case presentations and rebuttals. The instructor may take into consideration student inputs regarding peer presentations and rebuttals as well as evaluation of contributions from fellow group members within a group. Sample evaluation forms will be uploaded to the class Canvas site during the semester a few weeks before the start of the first case presentation. Both the group member evaluation form, as well as the peer presentation and rebuttal forms, are due on the last day of class. Please copy the forms at your end and ensure that you have it ready on appropriate days.

VII. KEY DATES
First day of class: January 21
Census date: February 5
Spring Break: March 9 to March 22
Class delivery online due to Covid19: March 23, 2020
Last day of class: May 8
Final Exam (for this class): May 13, 2020, 8:15 pm to 10:45 pm

Please note the University Policy regarding drops as stated in the Graduate Catalog.

VIII. COURSE OUTLINE

<table>
<thead>
<tr>
<th>Class on</th>
<th>Material</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 22</td>
<td>Discuss syllabus; course introduction; Interpreting Financial Statements</td>
</tr>
<tr>
<td>Jan 29</td>
<td>Interpreting Financial Statements and Evaluating Financial Performance</td>
</tr>
<tr>
<td>Feb 5</td>
<td>Financial Forecasting and Managing Growth</td>
</tr>
<tr>
<td>Feb 12</td>
<td>Financial Instruments and Markets; Financing Decision</td>
</tr>
<tr>
<td>Feb 19</td>
<td>Discounted Cash Flow Techniques; Risk Analysis in Investment Decisions</td>
</tr>
<tr>
<td>Feb 26</td>
<td>Business Valuations &amp; Corporate Restructuring</td>
</tr>
<tr>
<td>Mar 4</td>
<td>Practice Problems for the upcoming exam</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
</tr>
<tr>
<td>----------</td>
<td>----------------------------------------------------</td>
</tr>
<tr>
<td>March 11</td>
<td>Spring Break</td>
</tr>
<tr>
<td><strong>March 23</strong></td>
<td><strong>Mid Term Exam: Wednesday, March 23</strong></td>
</tr>
<tr>
<td>March 25</td>
<td>Business Week Presentation</td>
</tr>
<tr>
<td>April 1</td>
<td>Student group case</td>
</tr>
<tr>
<td>April 8</td>
<td>Student group case</td>
</tr>
<tr>
<td>April 15</td>
<td>Student group case</td>
</tr>
<tr>
<td>April 22</td>
<td>Student group case</td>
</tr>
<tr>
<td>April 29</td>
<td>Student group case</td>
</tr>
<tr>
<td>May 6</td>
<td>Student group case</td>
</tr>
<tr>
<td><strong>May 13</strong></td>
<td><strong>8:15 pm to 10:45 pm Comprehensive Final Examination</strong></td>
</tr>
</tbody>
</table>

The dates and topics are tentative and may be changed with notice, as needed. Moreover, additional readings may be assigned during the semester. The instructor reserves the right to make additional changes to the assignments or grading schema as needed to complete this course on time, and respond to university policies.
VIII. STUDENT REQUIREMENTS FOR CASE PRESENTATIONS

As a general guideline, the presenting team assumes the role of the consultant to the Board of Directors. The rebuttal team assumes the role of the Executive Management Team. The rest of the class assumes the role of the case firm’s outside Directors. The rebuttal team that sets the ball rolling for a fruitful question and answer session will follow the presenting team. The presenting team may take the first 30 minutes of a case, followed by 20 minutes for the rebuttal team, the balance time for the case being spent on questions, answers, and open discussions. Both teams, as well as the rest of the class, are expected to prepare their cases independently. Please practice limiting your presentations and discussions to the allotted time.

A typewritten case brief (approximately 4 pages text excluding figures and tables) should be prepared by the presenting team. A suggested format for the briefs may be as follows:

1. Facts and Assumptions  20% approximately;
2. Statement of Problem  15% approximately;
3. Analysis  35% approximately;
4. Recommendations  30% approximately.

One organized copy of all-important material used in the presentation shall be uploaded to the class Canvas site for the instructor. Each team member shall submit a confidential evaluation of the other partner’s contribution in a confidential email to the instructor or request to have a one on one meeting using Teams. The Board of Directors in carrying out their responsibility to the shareholders shall question online (using the Chat button or speaking on Camera) the presenting team, and the rebuttal teams after both the presentations are over. Each member of the Board of Directors shall be required to submit a confidential evaluation of the performance of the two teams through confidential emails to the instructor.
University Policies

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 (https://resources.uta.edu/provost/course-related-info/institutional-policies.php) which includes the following policies, among others:

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

Academic Integrity: Students enrolled all UT Arlington courses are expected to adhere to the UT Arlington Honor Code:

*I pledge, on my honor, to uphold UT Arlington's tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.*

*I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.*

UT Arlington faculty members may employ the Honor Code in their courses by having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System Regents’ Rule 50101, §2.2, suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University. Additional information is available at https://www.uta.edu/conduct/.

Faculty are encouraged to discuss plagiarism and share the following library tutorials http://libguides.uta.edu/copyright/plagiarism and http://library.uta.edu/plagiarism/

Drop Policy: Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping
classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (http://www.uta.edu/aoa/fao/).

**Disability Accommodations:** UT Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including The Americans with Disabilities Act (ADA), The Americans with Disabilities Amendments Act (ADAAA), and Section 504 of the Rehabilitation Act. All instructors at UT Arlington are required by law to provide “reasonable accommodations” to students with disabilities, so as not to discriminate on the basis of disability. Students are responsible for providing the instructor with official notification in the form of a letter certified by the Office for Students with Disabilities (OSD). Only those students who have officially documented a need for accommodation will have their request honored. Students experiencing a range of conditions (Physical, Learning, Chronic Health, Mental Health, and Sensory) that may cause diminished academic performance or other barriers to learning may seek services and/or accommodations by contacting: The Office for Students with Disabilities, (OSD) www.uta.edu/disability or calling 817-272-3364. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability.

Counseling and Psychological Services (CAPS) www.uta.edu/caps/ or calling 817-272-3671 is also available to all students to help increase their understanding of personal issues, address mental and behavioral health problems and make positive changes in their lives.

**Non-Discrimination Policy:** The University of Texas at Arlington does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disabilities, genetic information, and/or veteran status in its educational programs or activities it operates. For more information, visit http://www.uta.edu/hr/eos/.

**Title IX Policy:** The University of Texas at Arlington (“University”) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act). Sexual misconduct is a form of sex discrimination and will not be tolerated. For information regarding Title IX, visit www.uta.edu/titleix or contact Ms. Michelle Willbanks, Title IX Coordinator at (817) 272-4585 or titleix@uta.edu

**Electronic Communication:** UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at http://www.uta.edu/oit/cs/email/mavmail.php.
**Campus Carry:** Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit [http://www.uta.edu/news/info/campus-carry/](http://www.uta.edu/news/info/campus-carry/)

**Student Feedback Survey:** At the end of each term, students enrolled in face-to-face and online classes categorized as “lecture,” “seminar,” or “laboratory” are directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback via the SFS database is aggregated with that of other students enrolled in the course. Students’ anonymity will be protected to the extent that the law allows. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law, and aggregate results are posted online. Data from SFS is also used for faculty and program evaluations. For more information, visit [http://www.uta.edu/sfs](http://www.uta.edu/sfs).

**Final Review Week:** for semester-long courses, a period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems, or exercises of similar scope that have a completion date during or following this week unless specified in the class syllabus. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit the content to topics that have been previously covered; they may introduce new concepts as appropriate.

**Emergency Exit Procedures:** Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

Evacuation plans may be found at [http://www.uta.edu/campusops/ehs/fire/Evac Maps Buildings.php](http://www.uta.edu/campusops/ehs/fire/Evac Maps Buildings.php). Inclusion of this verbiage, as well as a brief discussion on the matter with your students at the beginning of the term, is mandated by UT Arlington Procedure 7-6: Emergency/Fire Evacuation Procedures ([http://www.uta.edu/police/Evacuation Procedures.pdf](http://www.uta.edu/police/Evacuation Procedures.pdf))

**Attendance:** At The University of Texas at Arlington, taking attendance is not required, but attendance is a critical indicator in 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. As the instructor of this section, I reserve the right to take
attendance every class period including mid-term and final exam dates, or at random, depending on time availability as well as the educational needs of the students enrolled in this section.

**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, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at http://www.uta.edu/universitycollege/resources/index.php.

**Librarian to Contact:**
Ruthie Brock; brock@uta.edu; 817-272-7152

**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.