



# VIETNAM CENTER

**Introductory Business Finance, 301  
Fall 2017**

**FINC / 3 Credit Hours**

**Instructor: TBA**

*Sample Syllabus - Subject to Change*

**Note: this is a terminal course in finance. Those interested in majoring or minoring in finance, or those interested in taking additional finance courses, should take FINC334 rather than FINC301. Finance 301 is not a prerequisite for any upper-level finance course.**

**Prerequisite:** Sophomore standing and "C-" or better in ECON 201, ISSCM 241 and ACCT 201. (ACCT 201 may also be taken as a co-requisite).

**Course Overview:** The objective of this course is to provide students with a basic understanding of the general principles of business finance: capital investment, financing, capital structure, and related areas including the basics of valuation.

**Outcome:** Students will demonstrate basic knowledge of financial analysis, time value of money, financial decision making, the valuation of financial and physical assets, the risk-return tradeoff, capital budgeting, and dividend policy.

## **Required Materials:**

- **Textbook.** *Essentials of Corporate Finance*. Ross, Westerfield, and Jordan. 9<sup>th</sup> edition (2015), Standard. McGraw Hill. I will not use the Connect function. Do not try to get by with an earlier edition – the homework assignments and sometimes the chapter designations are different.
- **Financial Calculator.** Students are expected to be able to use a financial calculator and a worksheet (e.g., excel).
- **Sakai.** Lectures, homework, class information, and problems, typically in PowerPoint format, will be posted on Sakai as we go forward. Students are encouraged to download the lecture notes prior to class

## Course Requirements and Grading Criteria:

- **Homework Assignments.** Homework will be generally assigned for every chapter. All assignments are to be submitted directly to me using email. Assignments are due before the class immediately following completion of the relevant chapter(s). Inasmuch as I will upload the solutions to Sakai, late assignments will not be accepted.
- **Exams and Grading.** There will be two (2) quizzes, two (2) Midterms and one (1) Final.  
Grade Weights:
  - Homework/attendance/participation, 10%
  - Quizzes, 10 points each
  - Midterm, 20 points each
  - Final, 30 points
- **Extra Credit.** As a matter of equity, there is no extra credit on an individual or bilateral basis. That said, I will typically offer extra credit in the form of a bonus question(s) on the tests.

## Grading Scale:

### Course Grading Scale

A	100-93%
A-	92-90
B+	89-87
B	86-83
B-	82-80
C+	79-77
C	76-73
C-	72-70
D+	69-67
D	66-60
F	59 and below

### Loyola University Grading Scale and Weights

A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
F	0

## **Quinlan School of Business Policies:**

### **Attendance**

Class attendance and participation are fundamental components of learning, so punctual attendance at all classes, for the full class meeting period, is expected of Quinlan students. Faculty may set participation policies unique to their courses and use class participation as a component of the final grade. The student is responsible for any assignments or requirements missed during an absence.

### **Make-Up Examinations**

Loyola University academic policy provides that tests or examinations may be given during the semester or summer sessions as often as deemed advisable by the instructor. Because Quinlan faculty believes examinations represent a critical component of student learning, required examinations should be taken during the regularly scheduled class period. Make-up examinations are discouraged. Exceptions may be granted only by the faculty member or department chair, and only for unavoidable circumstances (illness verified by a signed physician's note, participation in intercollegiate athletic events, subpoenas, jury duty, military service, bereavement, or religious observance). A make-up final examination may be scheduled only with the permission of the appropriate Quinlan Assistant or Associate Dean.

If a make-up examination must be given, it is the responsibility of the faculty member to prepare, schedule, and proctor the exam. The only regular exception is for a student athlete, who may use the testing services of the Athletics Department to complete a make-up examination. For a student with a documented special testing need, please consult University policy concerning use of the testing center in Sullivan Center at Lake Shore Campus.

### **Academic Integrity**

All members of the Quinlan School shall refrain from academic dishonesty and misconduct in all forms, including plagiarism, cheating, misrepresentation, fabrication, and falsehood. Plagiarism or cheating on the part of the student in individual or group academic work or in examination behavior will result minimally in the instructor assigning the grade of "F" for the assignment or examination. In addition, all instances of academic dishonesty must be reported to the chairperson of the department involved.

For further information about expectations for academic integrity and sanctions for violations, consult the complete Quinlan School of Business Honor Code and Statement of Academic Integrity on the Quinlan website:

<http://www.luc.edu/media/lucedu/quinlanschoolofbusiness/pdfs/Honor-Code-Quinlan-July2012.pdf>