PRINCIPLES of FINANCE   BFN K-201
COURSE SYLLABUS (Fall 2016)
This syllabus is subject to change; notice of any changes will <u>ONLY</u> be provided in class

Instructor: Professor G. Kent Harding	**Office Hours:** MW: 11:00am-Noon: T: 12:15pm-1:15pm
Class Room: E - 218	**Office:** Room C-148
Class Time: MWF 9:30-10:45am	**Phone:** (860) 215-9435

E-mail: kharding@trcc.commnet.edu

Course Prerequisites
- MAT K123 or MAT K146 or MAT K167 or MAT K172 or MAT K186 or equivalent;
- ACC K-115 or equivalent knowledge (non-degree students); and
- CSA K-105 or BBG K-115 or equivalent knowledge (non-degree students)

Course Description
Please see the TRCC course catalog for official description; the instructor's description follows.
Principles of Finance, K-201, introduces the **core** concepts, language and terminology, tools and theory of corporate finance.   While the corporation is the course's background organizational structure, the course is applicable to all other forms of organization. **The course emphasizes the computational solutions to general financial issues**. It presents the mathematical basis for financial formulas and implements those formulas using Microsoft's Excel Spreadsheet, various financial calculators and the internet. Solutions are obtained through an approach that emphasizes these steps: **what to do; how to do it; and what do the results mean.**

Learning Outcomes
 Principles of Finance is designed to develop specific knowledge, skills and abilities. Upon successfully completing the course, you should be able to:
- Demonstrate an understanding of the basic language of corporate finance;
- Demonstrate a knowledge of characteristics of the core instruments for financing an organization;
- Compute the rate of return, valuation and payment stream of various financial instruments:
  - Present and future value of single and multiple (annuities & perpetuities) cash flows;
  - Realized and required rates of return including arithmetic & geometric averages;
  - Risk & return using the CAPM;
  - Bond and stock valuations; and
  - Capital budgeting and project analysis
- Analyze the risk-return relationship between specific corporations and financial instruments;
- Demonstrate a knowledge of accounting's application and role in financial analysis; and
- Evaluate the significance of financial analysis to specific business situations.

Required Texts and other Materials/Supplies
Finance 3ed. By Cornett, Adair & Nofsinger; McGraw-Hill ISBN: 978-0-07-773652-1

A PC computer running a Microsoft operating system – XP or later
The internet (**access to McGraw-Hill's www.mhhe.com/connect is required**);
Microsoft's Excel 2010 or later;
A portable computer memory device (flash drive, pocket hard drive, CD, diskette, etc…)

Performance (Grade) evaluation
Students will be evaluated using the following with related points applied to computing the final grade:

Exams	**50 points (50%)**
Quiz & Project assignments	**50 points (50%)**

Attendance
No consideration for attendance or lack of attendance will be given in determining the student's final grade. However certain grade components (for example quizzes) will require your presence in class. An attendance sheet containing the names of all currently registered students will be distributed for the student's signature within approximately 15 minutes of the start of each class and will be available during class. **IF YOU DO NOT SIGN IT AFTER YOUR NAME ON THE DATE OF THE CLASS YOU DID NOT ATTEND THE CLASS!** This sheet will be the only

evidence of attendance in this course and will be used to document your attendance for financial aid or other externally required purposes. It may also be used to substantiate the reason for a poor or failing grade performance.

 Grading

THERE ARE NO MAKE-UP OR EXTRA-CREDIT OPTIONS

One exam (excluding the final) and one quiz (the lowest grade on each) will be dropped to accommodate an unanticipated absence; students accumulating 93 points are exempt from taking the final.

TESTS, PROJECTS AND QUIZZES WILL BE DISTRIBUTED AND COLLECTED ON THE DATES SHOWN IN THE INCLUDED COURSE ASSIGNMENT SHEET OR AS MAY BE ANNOUNCED IN CLASS. NO ASSIGNMENT WILL BE ACCEPTED AFTER THE CLASS FOLLOWING THE ORIGINALLY SCHEDULED DUE DATE WITHOUT MAKING PRIOR ARRANGEMENTS WITH THE INSTRUCTOR. You may return a test, project or quiz after the designated due date but no later than the beginning of the class in which the graded test, project or quiz is returned **ONLY IF** you make appropriate arrangements with the instructor **PRIOR TO OR WITHIN 24 HOURS** of the class during which the test, project or quiz is distributed. Notice may be provided by e-mail or phone message.

All graded assignments will be graded on a 100 point scale. The final grade will be determined by totaling the points the student earned in each category (exams, quizzes & projects) and dividing that total by the total possible points for the respective category to produce a percentage value. That percentage will be multiplied by the weighted value for its category (60 or 40 points), the results for all categories then totaled and the resulting numeric value converted into a letter grade according to the following:

LETTER	BASE	-	+
A	93 -100	90 - 92	NONE
B	83 - 86	80 - 82	87 - 89
C	73 - 76	70 - 72	77 - 79
D	63 - 66	60 - 62	67 - 69
F	BELOW 60 POINTS		

Due Dates
 Due dates are as shown in the attached assignment sheet(s) and are subject to change. Changes will only be announced in class. The student is responsible for maintaining currency on all assignment due dates. If a class is cancelled for some reason, expect to do the work and turn in any assignments associated with the cancelled class in the following session. The student may obtain an assigned test by postal mail (e-mail corrupts some content and may therefore not be available) and may return an assigned test by postal mail if and only if arrangements, including the student's mailing address, have been made with the instructor sufficiently far in advance (at least one week). Only students having previously submitted a disability release will be granted any accommodation (generally extended time or relocation) for in-class assignments. No accommodation will be given for take home assignments.

Academic Honesty
All students are expected to adhere to the institutional policies pertaining to student conduct as describe in college catalog. Each graded assignment will include the following statement: "I have neither given nor received any assistance from or to any source or person not authorized by my instructor." Signed (and your signature). Violation of this agreement will result in the immediate removal from this course and a grade of F.

 College Policies
THIS SYLLABUS IS A SUPPLEMENT OF AND IS SUBORDINATE TO THREE RIVERS COMMUNITY COLLEGE'S (TRCC) POLICY AND PROCEDURES DOCUMENTS – THE STUDENT HANDBOOK, THE COLLEGE CATALOG AND ALL OTHERS – EITHER PRINTED OR AVAILABLE ON THE COLLEGE'S WEB SITE. TRCC POLICIES AND PROCEDURES SHALL BE THE FINAL BASIS FOR RESOLVING ALL ISSUES PERTAINING TO THE STUDENT'S

PARTICIPATION IN THIS COURSE AND SHALL OVERRIDE ANY CONFLICTING COMPONENTS OF THIS SYLLABUS, INCLUDING ANY ATTACHED DOCUMENTS.

Digication Statement

As a student, you will maintain an online learning portfolio using a TRCC designed template. Through this electronic tool, you can see your own growth in college-wide learning. It may even help you to find the major that is a match to you. You can keep this Digication account after graduation, too. A Three Rivers General Education Assessment Team will select random works and review them so that we can improve the college experience for all. Your name will not be attached to any of the assessment work; it is private. This tool will also be a "place" where you can connect your learning from the classroom, school, and life. Sometimes when you look at all of the work you have done and think about it, you learn something else. In Digication, you will be able to make other portfolios, too. It's like a file cabinet with the ability to have multiple but separate files. What is exciting about the electronic tool is when you look inside you will see you are developing in new ways! Look at your class outline to see what assignments to post into the TRCC Template; you may post your own choices, too. Have fun in learning!

Blue Form (Assignment Alignment)
General Education Outcomes
New simplified procedure for the students' assignment submission

Accommodations

If you have a disability that may affect your progress in this course, please meet with a Disability Service Provider (DSP) as soon as possible. Please note that accommodations cannot be provided until you provide written authorization from a **Disabilities Service Provider**.

TRCC Disabilities Service Providers Counseling & Advising Office Room A-119	
Matt Liscum (860) 215-9265	• Physical Disabilities • Sensory Disabilities • Medical Disabilities • Mental Health Disabilities
(860) 215-9289	• Learning Disabilities • ADD/ADHD • Autism Spectrum

CANCELLATION NOTIFICATIONS: myCommNet Alert is a system that sends text messages and emails to anyone signed up in the event of a campus emergency. Additionally, TRCC sends messages when the college is delayed or closed due to weather. All students are encouraged to sign up for myCommNet Alert. A tutorial is available at the link below-
http://www.trcc.commnet.edu/div_it/educationaltechnology/Tutorials/myCommNetAlert/MIR3.html

ATTACHMENTS:

• **Course assignment sheet**