

San José State University
Department of Hospitality, Tourism and Event Management
HSPM 105, Finance in Hospitality, Section 01, spring19

Course and Contact Information

Instructor:	Faranak Memarzadeh
Office Location:	MacQuarrie Hall 409
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Office Hours:	Monday & Wednesday 12:00 - 1:15 p.m. or by appointment
Class Days/Time:	Monday & Wednesday 10:30 a.m. - 11:45 a.m.
Classroom:	Boccardo Business Center 225
Prerequisites	HSPM 001, HSPM 65, BUS1 020 or BUS1 020N, HSPM 102

Course Format

This course adopts a face-to-face lecture format. Internet connectivity and computer are required to participate in the classroom activities and/or submit assignments.

Course Description

This course provides an introduction to the fundamentals of hotel and restaurant finance and develops an understanding of the strategic roles and financial analysis and finance play in internal management decision-making. Prerequisites: HSPM 001, HSPM 65, BUS1 020 or BUS1 020N, HSPM 102.

Course Learning Outcomes (CLO)

Upon successful completion of this course, students will be able to:

- 1) Identify the goal of financial management and explain why it is important for hospitality managers
- 2) Read, analyze and interpret financial statements
- 3) Analyze advantages and disadvantages of various financing methods
- 4) Explain the concepts of risk, return and time value of money, including the application of these concepts in hospitality industry
- 5) Describe, calculate and interpret the rate of return on different types of investment opportunities
- 6) Evaluate and negotiate a new hospitality venture.

Required Textbook/Readings

Textbook

DeFranco, A. & Lattin, T. (2007). *Hospitality Financial Management*. Hoboken, NJ: John Wiley & Sons. ISBN: 9780471692164.

Other equipment / material requirements

Computer and Microsoft Excel

Library Liaison

Laurie Borchard, Reference and Instruction Librarian, Liaison for Hospitality, Tourism & Event Management, Dr. Martin Luther King Jr. Library, San Jose State University, Phone: 408-808-2083

E-mail: laurie.borchard@sjsu.edu

Helpful electronic resource: URL: <http://libguides.sjsu.edu/hospitality>.

Course Requirements and Assignments

The course covers nine chapters from the textbook. There will be homework and three exams. Students are expected to spend *at the least 3-6 hours per week* for this course on reading the course material, completing homework, and other assigned activities.

Class Participation (10%)

Class participation constitutes 10% of the final grade. *Students missing more than 3 classes will receive zero participation points.* Students should contact the instructor if they need to miss any classes and should provide a reasonable excuse. *It is students' responsibility for making up the course work during their absence.*

Homework (40%)

There will be homework for each class. Homework constitutes 40% of the final grade and each will be graded over 10 points and total points will be converted to a percentage over 40%.

Exams (50%)

There will be three scheduled exams. Exams will be online and constitutes 50% of the final grade (see schedule for exam dates). *There is no make-up or re-take opportunity for exams.*

Grading Information

Assignment	Weight
Homework	40%
Class Participation	10%
Exams (Three exams)	50%
Total	100%

Grading Percentage Breakdown

Total Points	Letter Grade
97%-100%	A+
93%-96%	A
90%-92%	A-
87% - 89%	B+
83% - 86%	B
80%-82%	B-
77% - 79%	C+
73% - 76%	C
70%-72%	C-
67% - 69%	D+
63% - 66%	D
60%-62%	D-
0-59%	F (Unsatisfactory)

Classroom Protocol

Class Participation

Class will begin promptly at the designated time; therefore, regular and punctual class participation is expected. **Students missing more than 3 classes without a reasonable excuse will receive zero participation points.** Reasonable excuses include: family emergency, illness, and a serious personal problem. Students are expected to read the course material and complete their homework before coming to class and participate in class discussions and activities.

Cell phone/Laptop use

Cell phone and laptop use for the purposes of texting, email or other social media is not permitted. Cell phones should be put away, except in the occasion that instructor asks students to use them for an activity. In a serious need to leave the cell phone on, such as a family emergency, please put it on vibrate and let instructor know.

Late Homework/Exams/Assignments

All assignments are due on the due date announced to the students. **Late assignments will not be accepted.** No make-ups will be given for missed assignments, unless student has an acceptable excuse. Students should meet with the instructor **during her office hours** if they have any question with the assignments.

University Policies

Academic integrity

Your commitment, as a student, to learning is evidenced by your enrollment at San Jose State University. The [University Academic Integrity Policy F15-7](#) requires you to be honest in all your academic course work. Faculty members are required to report all infractions to the office of Student Conduct and Ethical Development. Visit the [Student Conduct and Ethical Development](#) website for more information.

HSPM 105, Finance in Hospitality, Section 01, spring 19, Course Schedule

Note: Schedule is subject to change

Course Schedule

Class	Date	Day	Topics, Readings, Assignments	Chapter
1	1/28	M	Introduction	N.A.
2	1/30	W	The Concept of Percentage/ Accounting	N.A.
3	2/4	M	Finance and the Hospitality Industry	1
4	2/6	W	Financial Reporting	2
5	2/11	M	Financial Reporting (Cont.)	2
6	2/13	W	Financial Reporting (Cont.)	2
7	2/18	M	Analysis of Financial Statements	3
8	2/20	W	Analysis of Financial Statements (Cont.)	3
9	2/25	M	Analysis of Financial Statements (Cont.)	3
11	2/27	W	Managing Working Capital and Controlling Cash	4
10	3/4	M	Managing Working Capital and Controlling Cash (Cont.)/ <i>Exam 1 Review</i>	4
12	3/6	W	<i>Exam 1</i>	<i>1-4</i>
13	3/11	M	Growing the Business (Online Session)	5
14	3/13	W	Financing Growth	6
15	3/18	M	Financing Growth (Cont.)	6
16	3/20	W	Financing Growth (Cont.)	6
17	3/25	M	Time Value of Money	7
18	3/27	W	Time Value of Money (Cont.)	7
19	4/1	M	<i>Spring Recess</i>	<i>N.A.</i>
20	4/3	W	<i>Spring Recess</i>	<i>N.A.</i>
21	4/8	M	Time Value of Money (Cont.) / <i>Exam 2 Review</i>	7
22	4/10	W	<i>Exam 2</i>	<i>5-7</i>
23	4/15	M	Investment Analysis	8
24	4/17	W	Investment Analysis (Cont.)	8
25	4/22	M	Investment Analysis (Cont.)	8
26	4/24	W	Hospitality Industry Applications of Time Value of Money	9
27	4/29	M	Hospitality Industry Applications of Time Value of Money (Cont.)	9
28	5/1	W	Hospitality Industry Applications of Time Value of Money (Cont.)	9

Class	Date	Day	Topics, Readings, Assignments	Chapter
29	5/6	M	Hospitality Industry Applications of Time Value of Money (Cont.)	9
30	5/8	W	<i>Practice Session</i>	8 - 9
31	5/13	M	<i>Exam 3 Review</i>	8 - 9
32	5/15	W	<i>Exam 3</i>	8 & 9