

San José State University
School: College of Business
Department: Accounting and Finance
Course Number: BUS1 170
Title: Fundamentals of Finance
Section: 9 and 10
Semester: Fall
Year: 2015

Course and Contact Information

Instructor:	Dr. Tijana Rajkovic
Office Location:	BT 851
Telephone:	(408) 924 – 3467
Email:	tijana.rajkovic@sjsu.edu
Office Hours:	Monday and Wednesday 3pm-4pm and by appointment
Class Days/Time:	Monday & Wednesday 12pm – 1:15pm (Section 9) Monday & Wednesday 1:30pm – 2:45pm (Section 10)
Classroom:	BBC 106
Prerequisites:	Bus 21, Econ 1A, Econ 1B, and Bus 90 with a minimum grade of “C” in each
GE/SJSU Studies Category:	Finance

MYSJSU Messaging

Course materials such as syllabus, handouts, notes, assignment instructions, etc. can be found on the Canvas learning management system course website. You are responsible for regularly checking with the messaging system through MySJSU to learn of any updates.

Canvas Student Guide: <https://guides.instructure.com/m/4212>

Course Description

The focus of this course is the finance function and its relation to other decision-making areas in the firm. The course includes the study of theory and techniques in acquisition and allocation of financial resources from an internal management perspective.

Learning Outcomes and Course Goals

The main objective of this course is to develop an understanding of the role of finance in a corporation. The course is concerned with the theory and techniques employed in making sound financial decisions. The course focuses on the core principles of finance, including time value of money, risk analysis, markets, and valuation.

Course Learning Outcomes (CLO)

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

1. CLO 1 Demonstrate an understanding of financial analysis – CBPG #5. Critical Thinking
2. CLO 2 Demonstrate an understanding of time value of money - CBPG #5. Critical Thinking
3. CLO 3 Demonstrate an understanding of financial valuation - CBPG #5. Critical Thinking
4. CLO 4 Demonstrate an understanding of real asset valuation - CBPG #5. Critical Thinking
5. CLO 5 Demonstrate an understanding of risk & return - CBPG #5. Critical Thinking

Required Texts/Readings

Textbook

Fundamentals of Financial Management, Concise 8th Edition

Author: Brigham and Houston

Publisher: Cengage Learning

ISBN-13: 9781285065137

ISBN: 1285065131

Other equipment / material requirements

Financial calculator: Texas Instruments BAII Plus is recommended.

A financial calculator is required for this course. Please bring your calculator to each class.

Library Liaison

Ann Agee

Librarian for Accounting & Finance and School of Information

ann.agee@sjsu.edu

(408) 808 - 2033

Course Requirements and Assignments

SJSU classes are designed such that in order to be successful, it is expected that students will spend a minimum of forty-five hours for each unit of credit (normally three hours per unit per week), including preparing for class, participating in course activities, completing assignments, and so on. More details about student workload can be found in [University Policy S12-3](http://www.sjsu.edu/senate/docs/S12-3.pdf) at <http://www.sjsu.edu/senate/docs/S12-3.pdf>.

EXAMS: Three exams and a comprehensive final exam will be offered on the dates specified in the course schedule. Only two of the first three exams need to be taken. In any case, only two highest exam scores will be evaluated towards a final letter grade.

QUIZZES: The quizzes will be given at the beginning of class with no prior announcement. Students arriving after the quiz has been administered will not be allowed to take it. The quizzes will cover the reading, lecture and discussion material from the preceding class. Each quiz will consist of multiple choice/essay questions or problems. The essay questions will be answerable in a few words. For analytical problems you need to provide

a numerical answer. If missed, these quizzes cannot be made up. However, the two lowest quiz scores will be dropped.

TEAM PRESENTATIONS: Each student in this class will be assigned to a team of 2 to 3 students. Just about every class, a team will present on finance topics and issues that are in the news. Any topic related and relevant to our course is fair game. Look at news and news outlets such as Wall Street Journal, Investor's Business Daily, Forbes, The Economist, Kiplinger's, Barron's, Fortune, Money, Smart Money, Financial Times, etc. Select issues that will interest and energize the class.

This presentation should take about five minutes, after which a class discussion or Q&A will evolve for another five minutes. You will lose points if the presentation is too short or too long. Each team member is expected to present. Feel free to use PPT slides to support your presentation, or use a web link as needed. If you are responsible for this presentation, please come to class on time. You will lose points if there are delays or we lose valuable class time.

Teams are required to put a ½ to 1 page summary of their presentation on Canvas discussion board, including web links and PPT slides (if any). This posting is due 5pm on the day before the presentation. The summary should be professional looking, free from grammatical and spelling errors, and written with a single voice. Further details on the presentation requirements and grading standards for team presentations will be discussed in class and provided as a separate document in Canvas.

HOMEWORK: I will regularly assign individual homework. Homework assignments must be completed within a deadline to receive a grade. It is imperative that you understand how to complete homework problems, as the exams will be drawn from these problems or problems similar in nature.

PARTICIPATION: Students can earn participation points by making meaningful contributions to class discussions. In addition, students can earn points by completing Bloomberg Certifications. The SJSU Bloomberg terminals location and additional details will be provided in Canvas.

NOTE that [University policy F69-24](http://www.sjsu.edu/senate/docs/F69-24.pdf) at <http://www.sjsu.edu/senate/docs/F69-24.pdf> states that "Students should attend all meetings of their classes, not only because they are responsible for material discussed therein, but because active participation is frequently essential to insure maximum benefit for all members of the class. Attendance per se shall not be used as a criterion for grading."

Grading Policy

Grades will be based on the activities and points listed in the following table:

	Points	Percentage
2 Midterm Exams (200 points each)	400	40%
Final Exam (comprehensive)	350	35%
Quizzes	60	6%
Team Presentation	50	5%
Participation*	40	4%
Homework	100	10%
Total	1000	100%

* You can earn participation points each class in the following ways:

1) Making a meaningful contribution to class discussion by a) asking a critical question concerning the discussion in class, b) providing a correct response to a relevant question asked in class, c) leading the discussion to a higher level of thought by providing additional information/facts or responding to comments of classmates (0.5 points each).

- 2) Correctly solving the problems assigned in class (0.5 to 1 points per problem).
- 3) Completing Bloomberg Certifications (10 points per subject area).

Your course grade will be based on the following point scale:

Grade	Course Points
A-, A, A+	90-92.99, 93-96.99, 97-100
B-, B, B+	80-82.99, 83-86.99, 87-89.99
C, C+	70-76.99, 77-79.99
D-, D, D+	60-62.99, 63-66.99, 67-69.99
F	below 60

Note that “All students have the right, within a reasonable time, to know their academic scores, to review their grade-dependent work, and to be provided with explanations for the determination of their course grades.” See [University Policy F13-1](http://www.sjsu.edu/senate/docs/F13-1.pdf) at <http://www.sjsu.edu/senate/docs/F13-1.pdf> for more details.

Classroom Protocol

Students are expected to behave in a professional manner. Please be respectful to others. Always arrive on time, and inform me in advance if unable to attend a class or exam. Read the assigned text material and be prepared to participate in class discussions.

University Policies

General Expectations, Rights and Responsibilities of the Student

As members of the academic community, students accept both the rights and responsibilities incumbent upon all members of the institution. Students are encouraged to familiarize themselves with SJSU’s policies and practices pertaining to the procedures to follow if and when questions or concerns about a class arises. See [University Policy S90-5](http://www.sjsu.edu/senate/docs/S90-5.pdf) at <http://www.sjsu.edu/senate/docs/S90-5.pdf>. More detailed information on a variety of related topics is available in the [SJSU catalog](http://info.sjsu.edu/web-dbgen/narr/catalog/rec-12234.12506.html), at <http://info.sjsu.edu/web-dbgen/narr/catalog/rec-12234.12506.html>. In general, it is recommended that students begin by seeking clarification or discussing concerns with their instructor. If such conversation is not possible, or if it does not serve to address the issue, it is recommended that the student contact the Department Chair as a next step.

Dropping and Adding

Students are responsible for understanding the policies and procedures about add/drop, grade forgiveness, etc. Refer to the current semester’s [Catalog Policies](http://info.sjsu.edu/static/catalog/policies.html) section at <http://info.sjsu.edu/static/catalog/policies.html>. Add/drop deadlines can be found on the current academic year calendars document on the [Academic Calendars webpage](http://www.sjsu.edu/provost/services/academic_calendars/) at http://www.sjsu.edu/provost/services/academic_calendars/. The [Late Drop Policy](http://www.sjsu.edu/aars/policies/latedrops/policy/) is available at <http://www.sjsu.edu/aars/policies/latedrops/policy/>. Students should be aware of the current deadlines and penalties for dropping classes.

Information about the latest changes and news is available at the [Advising Hub](http://www.sjsu.edu/advising/) at <http://www.sjsu.edu/advising/>.

Consent for Recording of Class and Public Sharing of Instructor Material

[University Policy S12-7](http://www.sjsu.edu/senate/docs/S12-7.pdf), <http://www.sjsu.edu/senate/docs/S12-7.pdf>, requires students to obtain instructor’s permission to record the course and the following items to be included in the syllabus:

- “Common courtesy and professional behavior dictate that you notify someone when you are recording him/her. You must obtain the instructor’s permission to make audio or video recordings in this class.

Such permission allows the recordings to be used for your private, study purposes only. The recordings are the intellectual property of the instructor; you have not been given any rights to reproduce or distribute the material.”

- It is suggested that the greensheet include the instructor’s process for granting permission, whether in writing or orally and whether for the whole semester or on a class by class basis.
- In classes where active participation of students or guests may be on the recording, permission of those students or guests should be obtained as well.
- “Course material developed by the instructor is the intellectual property of the instructor and cannot be shared publicly without his/her approval. You may not publicly share or upload instructor generated material for this course such as exam questions, lecture notes, or homework solutions without instructor consent.”

Academic integrity

Your commitment, as a student, to learning is evidenced by your enrollment at San Jose State University. The [University Academic Integrity Policy S07-2](http://www.sjsu.edu/senate/docs/S07-2.pdf) at <http://www.sjsu.edu/senate/docs/S07-2.pdf> 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. The [Student Conduct and Ethical Development website](http://www.sjsu.edu/studentconduct/) is available at <http://www.sjsu.edu/studentconduct/>.

Campus Policy in Compliance with the American Disabilities Act

If you need course adaptations or accommodations because of a disability, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. [Presidential Directive 97-03](http://www.sjsu.edu/president/docs/directives/PD_1997-03.pdf) at http://www.sjsu.edu/president/docs/directives/PD_1997-03.pdf requires that students with disabilities requesting accommodations must register with the [Accessible Education Center](http://www.sjsu.edu/aec) (AEC) at <http://www.sjsu.edu/aec> to establish a record of their disability.

Accommodation to Students' Religious Holidays

San José State University shall provide accommodation on any graded class work or activities for students wishing to observe religious holidays when such observances require students to be absent from class. It is the responsibility of the student to inform the instructor, in writing, about such holidays before the add deadline at the start of each semester. If such holidays occur before the add deadline, the student must notify the instructor, in writing, at least three days before the date that he/she will be absent. It is the responsibility of the instructor to make every reasonable effort to honor the student request without penalty, and of the student to make up the work missed. See [University Policy S14-7](http://www.sjsu.edu/senate/docs/S14-7.pdf) at <http://www.sjsu.edu/senate/docs/S14-7.pdf>.

Student Technology Resources

Computer labs for student use are available in the [Academic Success Center](http://www.sjsu.edu/at/asc/) at <http://www.sjsu.edu/at/asc/> located on the 1st floor of Clark Hall and in the Associated Students Lab on the 2nd floor of the Student Union. Additional computer labs may be available in your department/college. Computers are also available in the Martin Luther King Library. A wide variety of audio-visual equipment is available for student checkout from Media Services located in IRC 112. These items include DV and HD digital camcorders; digital still cameras; video, slide and overhead projectors; DVD, CD, and audiotape players; sound systems, wireless microphones, projection screens and monitors.

SJSU Peer Connections (Optional)

Peer Connections, a campus-wide resource for mentoring and tutoring, strives to inspire students to develop their potential as independent learners while they learn to successfully navigate through their university experience. You are encouraged to take advantage of their services which include course-content based tutoring, enhanced study and time management skills, more effective critical thinking strategies, decision making and problem-solving abilities, and campus resource referrals.

In addition to offering small group, individual, and drop-in tutoring for a number of undergraduate courses, consultation with mentors is available on a drop-in or by appointment basis. Workshops are offered on a wide variety of topics including preparing for the Writing Skills Test (WST), improving your learning and memory, alleviating procrastination, surviving your first semester at SJSU, and other related topics. A computer lab and study space are also available for student use in Room 600 of Student Services Center (SSC).

Peer Connections is located in three locations: SSC, Room 600 (10th Street Garage on the corner of 10th and San Fernando Street), at the 1st floor entrance of Clark Hall, and in the Living Learning Center (LLC) in Campus Village Housing Building B. Visit [Peer Connections website](http://peerconnections.sjsu.edu) at <http://peerconnections.sjsu.edu> for more information.

SJSU Writing Center

The SJSU Writing Center is located in Clark Hall, Suite 126. All Writing Specialists have gone through a rigorous hiring process, and they are well trained to assist all students at all levels within all disciplines to become better writers. In addition to one-on-one tutoring services, the Writing Center also offers workshops every semester on a variety of writing topics. To make an appointment or to refer to the numerous online resources offered through the Writing Center, visit the [Writing Center website](http://www.sjsu.edu/writingcenter) at <http://www.sjsu.edu/writingcenter>. For additional resources and updated information, follow the Writing Center on Twitter and become a fan of the SJSU Writing Center on Facebook. (Note: You need to have a QR Reader to



scan this code.)

SJSU Counseling Services

The SJSU Counseling Services is located on the corner of 7th Street and San Fernando Street, in Room 201, Administration Building. Professional psychologists, social workers, and counselors are available to provide consultations on issues of student mental health, campus climate or psychological and academic issues on an individual, couple, or group basis. To schedule an appointment or learn more information, visit [Counseling Services website](http://www.sjsu.edu/counseling) at <http://www.sjsu.edu/counseling>.

BUS1 170 / Fundamentals of Finance, Fall 2015, Course Schedule

The schedule is subject to change. The notice of change will be given in class and made available on Canvas.

Course Schedule

Week	Date	Topics, Readings, Assignments, Deadlines
1	08/24	An overview of Finance (Chapter 1)
1	08/26	Financial Markets and Institutions (Chapter 2)
2	08/31	Financial Statements, Cash Flow, and Taxes (Chapter 3)
2	09/02	Financial Statements, Cash Flow, and Taxes (Chapter 3)
3	09/07	Labor Day Holiday
3	09/09	Analysis of Financial Statements (Chapter 4)
4	09/14	Analysis of Financial Statements (Chapter 4)
4	09/16	Review for Exam 1
5	09/21	<i>Exam 1</i>
5	09/23	Time Value of Money (Chapter 5)
6	09/28	Time Value of Money (Chapter 5)
6	09/30	Interest Rates (Chapter 6)
7	10/05	Interest Rates (Chapter 6)
7	10/07	Bonds and Their Valuation (Chapter 7)
8	10/12	Bonds and Their Valuation (Chapter 7)
8	10/14	Review for exam 2
9	10/19	<i>Exam 2</i>
9	10/21	Risk and Rates of Return (Chapter 8)
10	10/26	Risk and Rates of Return (Chapter 8)
10	10/28	Stocks and Their Valuation (Chapter 9)
11	11/02	Stocks and Their Valuation (Chapter 9)
11	11/04	The Cost of Capital (Chapter 10)
12	11/09	The Cost of Capital (Chapter 10)
12	11/11	Veteran's Day Holiday
13	11/16	Review for Exam 3
13	11/18	<i>Exam 3</i>
14	11/23	The Basics of Capital Budgeting (Chapter 11)
14	11/25	Capital Structure and Leverage (Chapter 13)
15	11/30	Distributions to Shareholders: Dividends and Share Repurchases (Chapter 14)

Week	Date	Topics, Readings, Assignments, Deadlines
15	12/02	Multinational Financial Management (Chapter 17)
16	12/07	Review for Final Exam
<i>Final Exam</i>	12/10	9:45am-12pm (Section 9)
	12/16	12:15pm-2:30pm (Section 10)