

Course	BUSN 5200 Basic Finance for Managers
Term	Summer 2008
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Catalog Description	Managers and human resources management professionals must be able to understand financial information contained in financial statements and reports. Line managers must be able understand financial information contained in financial statements and reports in order to evaluate their unit's financial performance, to communicate clearly with other managers, and to apply financial information when making decisions. Human resources management professionals must understand financial statements and principles if they are to effectively assist line managers and be strategic partners with other business functions. This course will focus on the interpretation and use of basic financial information by non-financial managers, not on the production of financial statements and reports.
Prerequisites	NONE
Course Level Learning Outcomes	At the conclusion of the course, students will be able to: <ol style="list-style-type: none"> 1. Identify and interpret internal and external financial reports and financial statements 2. Discuss how using financial statements and reports can improve strategic planning and decision making, and thus improve organizational performance 3. Use time value of money and explain how the concept is used for decision making. 4. Identify important accounting rules and principles (GAAP, FASB, depreciation, cash vs. accrual) and discuss how they impact corporate financial decisions and policies 5. Construct pro forma financial statements and report their use in managerial decision making 6. Explain the concept of cash flow and discuss its impact on organizational performance and decision making 7. Report the concepts and processes used to develop budgets and discuss their influence on managerial decision making 8. Discuss ethical considerations relating to finance and financial reporting.
Materials	Foundations of Finance; By Keown, Martin, Petty and Scott, JR. Sixth edition. Published by Pearson Prentice Hall. ISBN – 0135048168. A financial calculator could be helpful for this course.
Grading	Grading Scale: <ol style="list-style-type: none"> 1. Mid Term Exam 40% 2. Final Exam 40%

	<p>3. Presentation - Company Stock Analysis 10%</p> <p>4. Presentation/Project – Financial Topics 10%</p> <p>The GRADUATE catalog provides these guidelines and grading options:</p> <ul style="list-style-type: none"> • A/A– Superior graduate work • B+/B/B– Satisfactory graduate work • C Work that is barely adequate as graduate-level performance • CR Work that is performed as satisfactory graduate work (B– or better). A grade of "CR" is reserved for courses designated by a department, involving internships, a thesis, practicums, or specified courses. • F Work that is unsatisfactory • I Incomplete work • ZF An incomplete which was not completed within one year of the end of the course. ZF is treated the same as an F or NC for all cases involving G.P.A., academic warning, probation, and dismissal. • IP In progress • NR Not reported • W Withdrawn from the course
Activities	<p>The course contains activities of:</p> <ol style="list-style-type: none"> 1. Stock selections and analysis. 2. Accounting and Financial Ratios. 3. Reports on current financial, accounting, and management articles.
Policy Statements: University Policies	<p>University policies are provided in the current course catalog and course schedules. They are also available on the university website. This class is governed by the university's published policies. The following policies are of particular interest:</p> <p>Academic Honesty</p> <p>The university is committed to high standards of academic honesty. Students will be held responsible for violations of these standards. Please refer to the university's academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.</p> <p>Drops and Withdrawals</p> <p>Please be aware that, should you choose to drop or withdraw from this course, the date on which you notify the university of your decision will determine the amount of tuition refund you receive. Please refer to the university policies on drops and withdrawals (published elsewhere) to find out what the deadlines are for dropping a course with a full refund and for withdrawing from a course with a partial refund.</p> <p>Special Services</p> <p>If you have registered as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor at the beginning of the course of the accommodations you will require in this class so that these can be provided.</p>

	<p>Disturbances</p> <p>Since every student is entitled to full participation in class without interruption, disruption of class by inconsiderate behavior is not acceptable. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from the course.</p> <p>Student Assignments Retained</p> <p>From time to time, student assignments or projects will be retained by The Department for the purpose of academic assessment. In every case, should the assignment or project be shared outside the academic Department, the student's name and all identifying information about that student will be redacted from the assignment or project.</p> <p>Contact Hours for this Course</p> <p>It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, it must be rescheduled.</p>
<p>Course Policies</p>	<ul style="list-style-type: none"> • Class attendance is expected. • Students are encouraged to participate actively in class in regard to analysis and discussion of reading material, lecture material, problems or exercises. • Students should expect to spend substantial amounts of time, in and out of class, to keep up with readings and other activities • Cell phones are to be turned off and put away during class time.
<p>Weekly Schedule</p>	<p><u>WEEK</u></p> <p>1 Syllabus review and class expectations. Introduction to the foundations of financial management, chapter 1. TBA: Problems as assigned. Financial markets and interest rates, chapter 2. TBA: Problems as assigned.</p> <p>2 Understanding financial statements and cash flows, chapter 3. TBA: Problems as assigned.</p> <p>3 Evaluating a firm's financial performance, chapter 4. TBA: Problems as assigned.</p> <p>4 Evaluating a firm's financial performance, chapter 4 continued. TBA: Problems as assigned. Time value of money, chapter 5. TBA: Problems as assigned. Chapter 6 (partial). Discussion of Risk. TBA: Problems as assigned.</p> <p>5 Mid term Exam. Characteristics of bonds, chapter 7. TBA: Problems as assigned. Characteristics of stock, chapter 8. TBA: Problems as assigned.</p>

	<p>6 Characteristics of bonds and stock, chapters 7 and 8 continued. Budgeting (focus on capital budgeting) techniques and practice, chapter 9. TBA: Problems as assigned. Begin student presentations.</p> <p>7 Chapters 10 and 11 (partial). Cash flows and the cost of capital. TBA: Problems as assigned. Chapter 14 Short term financial planning. TBA: Problems as assigned. Continue student presentations.</p> <p>8 Chapters 15 and 16 (partial). Working capital management and current asset management. TBA: Problems as assigned. Chapter 17. International issues affecting financial performance. TBA: Problems as assigned. Continue student presentations.</p> <p>9 Course wrap-up. Final Exam</p>
Additional Information	This syllabus is subject to change at the discretion of the instructor.

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