

Course	BUSN 5200--BK Basic Finance for Managers
Term	Spring 1, 2008, Brooks City-Base, Texas
Instructor	Name: John C. Hinrichs, CFA Phone: 830.230.5224 (H) 210.414.2279 (M) Email: johnhinrichs17@webster.edu hinrichs@gvtc.com
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. (FINC 5000 cannot be substituted for BUSN 5200.)
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.

<p>Materials</p>	<p>Title: Finance and Accounting For Nonfinancial Managers Authors: Samuel C. Weaver & J. Fred Weston Publisher: McGraw-Hill ISBN: 0071435360 Access to Wall Street Journal and/or other business news sources.</p>		
<p>Grading</p>	<p>Exam 1</p>	<p>35%</p>	
	<p>Exam 2</p>	<p>35%</p>	
	<p>Research Paper</p>	<p>30%</p>	
	<p>Total</p>	<p>100%</p>	
<p>Activities</p>	<p>Problems/Questions: End-of-chapter problems and questions used to reinforce key concepts. Group Problem Solving: Examination and discussion of actual financial institution's financial statements for concepts related to course content. Discussion of actual/current business events: Students are expected to regularly read the Wall Street Journal or comparable business periodicals and to actively contribute to class discussions, integrating actual events with concepts covered in class.</p>		
<p>Policy Statements: University Policies</p>	<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 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 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 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 Since every student is entitled to full participation in class without interruption,</p>		

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<p>Course</p>	<ul style="list-style-type: none"> • Attend Class. Class attendance is expected. • Students are encouraged to participate actively in class in regard to analysis

<p>Policies</p>	<p>and discussion of reading material, lecture material, problems, and cases.</p> <ul style="list-style-type: none"> • Class time will be devoted to lecture, discussion, and analysis of assigned problems. Students should complete readings and assigned problems prior to class meetings. Typically, problems are due the week <i>following</i> the corresponding chapter & lecture. (For example, Chapter 2 is discussed in Week One, and the problems are due in Week Two) Written answers should be prepared for all problems. These may be collected periodically and will be instrumental in determining course grades. • Students should expect to spend substantial amounts of time, in and out of class, to keep up with readings and assignments. Frequently, there will not be sufficient time to review all assigned work & topics in the classroom. However, it is an important learning tool to attempt all tasks, and ask questions on any unclear concepts and problems. Help sessions may be scheduled on non-class days. Please ask, if needed. • Required articles may be distributed in class, be on reserve in the library, or one may be required to find the article. • Sometimes circumstances beyond one's control requires that they miss a scheduled class. If necessary, it is the student's responsibility to get any missed lecture notes or handouts. If you are unable to make it to class to turn in an assignment, make arrangements with a classmate to turn in your work &/or contact me prior to class. You are responsible for what takes place or is announced in class. 										
<p>Weekly Schedule</p>	<table border="1"> <tr> <td data-bbox="391 1073 548 1150"></td> <td data-bbox="548 1073 1453 1150"> <p>Pre-Assignment for Week 1</p> <ul style="list-style-type: none"> • Read Chapters 1 and 2 </td> </tr> <tr> <td data-bbox="391 1150 548 1360"> <p>Week 1</p> </td> <td data-bbox="548 1150 1453 1360"> <p>Topics:</p> <ul style="list-style-type: none"> • Overview of corporate finance; examination of financial statements and cash flow. Review of assigned reading material and discussion of term paper topic. <p>Assignment for Week 2:</p> <ul style="list-style-type: none"> • Read Chapters 3 and 4. </td> </tr> <tr> <td data-bbox="391 1360 548 1503"> <p>Week 2</p> </td> <td data-bbox="548 1360 1453 1503"> <p>Topics:</p> <ul style="list-style-type: none"> • Review of financial statements. <p>Assignment for Week 3:</p> <ul style="list-style-type: none"> • Read Chapters 5 and 6. </td> </tr> <tr> <td data-bbox="391 1503 548 1646"> <p>Week 3</p> </td> <td data-bbox="548 1503 1453 1646"> <p>Topics:</p> <ul style="list-style-type: none"> • Valuation and discounted cash flow. <p>Assignment for Week 4:</p> <ul style="list-style-type: none"> • Read Chapters 7 and 8. </td> </tr> <tr> <td data-bbox="391 1646 548 1780"> <p>Week 4</p> </td> <td data-bbox="548 1646 1453 1780"> <p>Topics:</p> <ul style="list-style-type: none"> • Bond valuation and stock valuation. <p>Assignment for Week 5:</p> <ul style="list-style-type: none"> • Read Chapters 9 and 10. </td> </tr> </table>		<p>Pre-Assignment for Week 1</p> <ul style="list-style-type: none"> • Read Chapters 1 and 2 	<p>Week 1</p>	<p>Topics:</p> <ul style="list-style-type: none"> • Overview of corporate finance; examination of financial statements and cash flow. Review of assigned reading material and discussion of term paper topic. <p>Assignment for Week 2:</p> <ul style="list-style-type: none"> • Read Chapters 3 and 4. 	<p>Week 2</p>	<p>Topics:</p> <ul style="list-style-type: none"> • Review of financial statements. <p>Assignment for Week 3:</p> <ul style="list-style-type: none"> • Read Chapters 5 and 6. 	<p>Week 3</p>	<p>Topics:</p> <ul style="list-style-type: none"> • Valuation and discounted cash flow. <p>Assignment for Week 4:</p> <ul style="list-style-type: none"> • Read Chapters 7 and 8. 	<p>Week 4</p>	<p>Topics:</p> <ul style="list-style-type: none"> • Bond valuation and stock valuation. <p>Assignment for Week 5:</p> <ul style="list-style-type: none"> • Read Chapters 9 and 10.
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	<p>Week 5</p>	<p><i>(Mid-Term: weeks 1 - 4)</i> Topics: <ul style="list-style-type: none"> • Capital budgeting. Assignment for Week 6: <ul style="list-style-type: none"> • Read Chapters 11 and 15. </p>
	<p>Week 6</p>	<p>Topics: <ul style="list-style-type: none"> • The cost of capital and capital structure. Assignment for Week 7: <ul style="list-style-type: none"> • Read Chapter 16 and 17. </p>
	<p>Week 7</p>	<p>Topics: <ul style="list-style-type: none"> • Short-term financial planning. Review of term paper topics. Assignment for Week 8: <ul style="list-style-type: none"> • Read Chapter 18, 19 and 20. </p>
	<p>Week 8</p>	<p>Topics: <ul style="list-style-type: none"> • Financial management. Review for final examination. Assignment for Week 9: <ul style="list-style-type: none"> • Prepare for final exam. </p>
	<p>Week 9</p>	<p><i>(Final Exam – weeks 5 – 8)</i> Topics: <ul style="list-style-type: none"> • Turn in research paper • Course Summary </p>
<p>Additional Information</p>		