Webster UNIVERSITY

Southern Maryland Higher Education Center · George Herbert Walker School of Business & Technology · Business Department

Basic Finance for Managers   BUSN-5200

S2 2021   Section SM   3 Credits   03/15/2021 to 05/14/2021   Modified 03/02/2021

🕐 Meeting Times

Lecture:

Thursdays March 18th - May 13th from 6:00 pm to 10:00 pm ET/ Please note your time zone: 5:00 - 9:00 pm: CT, 4:00 - 8:00 MT/ 3:00 - 7:00 pm

Classes will be held via Zoom either on site or at home depending on if site is open or not. PLEASE see campus information at the bottom of the syllabus for more information.

👤 Contact Information

Professor: Dr. James M. Ensign

Email: jamesensign53@webster.edu

🖥 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 to 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.)

Requisites

None

📊 Outcomes

Outcome	Expectation
Students have a basic familiarity with the field of finance and an understanding of the financial goal of a business, and they have an appreciation for the ethical considerations inherent in financial management.	Students can explain the broad structure of the financial field, how the finance department functions in a typical organization and they can define the financial goal of all business firms, differentiating between wealth and profit maximization. Also, students can give illustrations of the ethical issues that arise in connection with financial management and they can explain how the principles in this course apply to non-profit entities as well as profit seeking firms.
Students can explain basic accounting principles, are able to read and interpret the firm's basic financial statements, and can use financial ratios to assess a firm's health and performance.	Students can explain the fundamental principles upon which accounting is based, can interpret the various accounts on income statements, balance sheets, and cash flow statements, and can evaluate the health and performance of a firm using ratio analysis.
Students can prepare a budget and understand its use in financial decision making.	Students can prepare an operating budget for a typical department in a firm.

Students can explain the time value of money concept and how it is used in decision making.	Students can explain why the time value of money concept is important in business and can solve simple time value of money problems, including solving for a rate of return.
Students can evaluate business proposals using capital budgeting decision rules such as payback, break-even analysis, NPV, and IRR.	Students are able to calculate payback periods, read a break-even chart, and apply the NPV and IRR criteria to evaluate the merits of a project.

🌐 Required Textbook

On Ground Finance

Author: Cornett, Adair, Nofsinger
Publisher: McGraw Hill
Edition: 4th
ISBN: 978-1260139761

📘 Materials

Textbook title and ISBN posted here:

http://www.bkstr.com/websteronlinestore/home

Start here - follow drop down menus

☰ Deliverables

Exams

Assignments

Research Project

Class Participation

See Evaluation for the breakdown of each deliverable.

✔ Evaluation

Breakdown

Grade Breakdown

A   96 to 100 Superior graduate work

A-   91 to 95 Superior graduate work

B+   87 to 90 Satisfactory graduate work

B   82 to 86 Satisfactory graduate work

B   78 to 81 Satisfactory graduate work

C   70 to 77 Work that is barely adequate as graduate-level work

F   0 to 69 Work that is unsatisfactory

Weights

Quiz – 10%

Exam 1 - 25%

Exam 2 - 30%

Class Participation - 10%

Research Project - 20%

Research Presentation - 5%

📅 Schedule

Week 1 - March 18, 2021

Administrative Review

Syllabus Review

Lecture and discussion: Chapters 1 and 2

Discuss Research Project

Discuss current events

Week 2 - March 25, 2021

Lecture, discussion, & online class discussions: Chapters 3 and 4

Discuss current events in online forum

Week 3 - April 1, 2021

Lecture, discussion, & in-class problems: Chapter 4 and 5

Quiz

Discuss current events

Week 4 - April 8, 2021

Review homework

Review for Exam 1

Lecture, discussion, & in-class problems: Chapters 4 and 5

Discuss current events

Week 5 - April 15, 2021
Lecture, discussion, & in-class problems: Chapter 6
Discuss current events
Exam I
Week 6 - April 22, 2021
Review homework
Lecture, discussion, & in-class problems: Chapter 8/ Discuss current events
Week 7 - April 29, 2021
Lecture, discussion, & in-class problems: Chapter 9
Discuss current events
Week 8 - May 6, 2021
Lecture, discussion, & in-class problems: Chapter 10
Discussion of current events
All assessment documents completed by students
Review for Exam 2
Research Project Due
Week 9 - May 13, 2021
Research Project Presentations
Exam 2

This syllabus is subject to changes or updates if needed

ONLINE EVALUATION: https://evaluation.webster.edu

✳ Course Policies

Please silence all cell phones during class (set to vibrate for emergency calls is acceptable). Even during virtual classes a phone can be distracting.

🏛 Institutional Policies

Academic Policies

Academic policies provide students with important rights and responsibilities. Students are expected to familiarize themselves with all academic policies that apply to them. Academic policies for undergraduate students can be found in the Undergraduate Studies Catalog; graduate students should review the Graduate Studies Catalog.

Undergraduate Studies Catalog

The Undergraduate Studies Catalog contains academic policies that apply to all undergraduate students. The *academic policies and information* section of the catalog contains important information related to **attendance, conduct, academic honesty, grades, and more**. If you are an undergraduate student, please review the catalog each academic year. The current Undergraduate Studies Catalog is at:

http://www.webster.edu/catalog/current/undergraduate-catalog/ (http://www.webster.edu/catalog/current/undergraduate-catalog/)

Graduate Studies Catalog

The Graduate Studies Catalog contains academic policies that apply to all graduate students. The *academic policies* section of the catalog contains important information related to **conduct, academic honesty, grades, and more**. If you are a graduate student, please review the catalog each academic year. The current Graduate Studies Catalog is at:

http://www.webster.edu/catalog/current/graduate-catalog/ (http://www.webster.edu/catalog/current/graduate-catalog/)

Grading

The Grades section of the academic catalog outlines the various grading systems courses may use, including the information about the final grade reported for this class.

Undergraduate
http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html#grading (http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html#grading)

Graduate
http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html#grades (http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html#grades)

Incomplete

There are important policies that govern grades of Incomplete (I), including the circumstances under which Incomplete grades are granted, deadlines for completion, and consequences should the remaining course work not be completed. It is the responsibility of a student who requests an Incomplete to ensure that he/she understands and follows the policies.

Grade Appeals

Instructors are responsible for assigning grades, and student should discuss grade issues with the instructor. Policies and procedures for appealing grades are available in the appropriate catalog.

Academic Honesty Policy

Webster University is committed to academic excellence. As part of our Statement of Ethics, we strive to preserve academic honor and integrity by repudiating all forms of academic and intellectual dishonesty, including cheating, plagiarism and all other forms of academic dishonesty. Academic dishonesty is unacceptable and is subject to a disciplinary response. Students are encouraged to talk to instructors about any questions they may have regarding how to properly credit others' work, including paraphrasing, quoting, and citation formatting. The university reserves the right to utilize electronic databases, such as Turnitin.com, to assist faculty and students with their academic work.

The University's Academic Honesty Policy is published in academic catalogs:

Undergraduate
http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html (http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html)

Graduate
http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html (http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html)

As a part of the University commitment to academic excellence, the Academic Resource Center provides student resources to become better acquainted with academic honesty and the tools to prevent plagiarism in its many forms:

http://www.webster.edu/arc/plagiarism_prevention/ (http://www.webster.edu/arc/plagiarism_prevention/)

Statement of Ethics

Webster University strives to be a center of academic excellence. The University makes every effort to ensure the following:

- The opportunity for students to learn and inquire freely
- The protection of intellectual freedom and the rights of professors to teach
- The advancement of knowledge through scholarly pursuits and relevant dialogue

To review Webster University's statement of ethics, see the Undergraduate Studies Catalog and the Graduate and Studies Catalog:

Undergraduate
http://www.webster.edu/catalog/current/undergraduate-catalog/overview.html#ethics
(http://www.webster.edu/catalog/current/undergraduate-catalog/overview.html#ethics)

Graduate
http://www.webster.edu/catalog/current/graduate-catalog/ethics.html (http://www.webster.edu/catalog/current/graduate-catalog/ethics.html)

Contact Hours for this Course

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, the content must be covered at another time.

Important Academic Resources

Academic Accommodations

Webster University makes every effort to accommodate individuals with academic/learning, health, physical and psychological disabilities. To obtain accommodations, students must identify themselves and provide documentation from a qualified professional or agency to the appropriate campus designee or the Academic ADA Coordinator at the main campus. The Academic ADA Coordinator may be reached at 314-246-7700 or disability@webster.edu (mailto:disability@webster.edu).

If you have already identified as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor of the accommodations you will require for this class at the beginning of the course.

Academic Resource Center

Additional support and resources may be accessed through the Academic Resource Center (ARC). Support and resources include academic counseling, accommodations, assistive technology, peer tutoring, plagiarism prevention, testing center services, and writing coaching. Visit www.webster.edu/arc (http://www.webster.edu/arc) or Loretto Hall 40 on the main campus for more information.

Student Success Portal

Webster University's Student Success Portal, powered by Starfish, is a communications tool to connect students with faculty members and campus support services. It allows faculty and staff members to communicate with you regarding academic achievements as well as areas where support may be helpful. You may use the portal to contact faculty and staff members for assistance and to arrange meetings. Activity in the portal will be communicated to your Webster University email account. The Student Success Portal is available via your course home page in WorldClassRoom or via Connections. Learn more about the Student Success Portal at http://www.webster.edu/success/students.html (http://www.webster.edu/success/students.html).

University Library

Webster University Library is dedicated to supporting the research needs and intellectual pursuits of students throughout the University's worldwide network. Resources include print and electronic books, journal articles, online databases, DVDs and streaming video, CDs and streaming music, datasets, and other specialized information. Services include providing materials at no cost and research help for basic questions to in-depth exploration of resources. The gateway to all of these resources and services is http://library.webster.edu (http://library.webster.edu/). For support navigating the library's resources, see http://libanswers.webster.edu/ (http://libanswers.webster.edu/) for the many ways to contact library staff.

Drops and Withdrawals

Drop and withdrawal policies dictate processes for students who wish to unenroll from a course. Students must take proactive steps to unenroll; informing the instructor is not sufficient, nor is failing to attend. In the early days of the term or semester, students may DROP a course with no notation on their student record. After the DROP deadline, students may WITHDRAW from a course; in the case of a WITHDRAW, a grade of W appears on the student record. After the WITHDRAW deadline, students may not unenroll from a course. Policies and a calendar of deadlines for DROP and WITHDRAW are at:

Undergraduate
http://www.webster.edu/catalog/current/undergraduate-catalog/enrollment.html (http://www.webster.edu/catalog/current/undergraduate-catalog/enrollment.html)

Graduate
http://www.webster.edu/catalog/current/graduate-catalog/enrollment.html (http://www.webster.edu/catalog/current/graduate-catalog/enrollment.html)

Academic Calendar - http://www.webster.edu/academics/academic-calendar/ (http://www.webster.edu/academics/academic-calendar/)

Current tuition rates, policies, and procedures, including details of pro-rated tuition refunds, are available in the "Tuition, Fees, and Refunds" section of Webster's Academic Catalogs:

Undergraduate
http://www.webster.edu/catalog/current/undergraduate-catalog/tuition.html (http://www.webster.edu/catalog/current/undergraduate-catalog/tuition.html)

Graduate
http://www.webster.edu/catalog/current/graduate-catalog/tuition.html (http://www.webster.edu/catalog/current/graduate-catalog/tuition.html)

Student Handbook and Other Important Policies

Student handbook and other non-academic policies may apply to you and may impact your experience in this class. Such policies include the student code of conduct, privacy, technology and communications, and more. Please review the handbook each year and be aware of policies that apply to you. The handbook is available at:

http://www.webster.edu/student-handbook/ (http://www.webster.edu/student-handbook/)

Sexual Assault, Harassment, and Other Sexual Offenses

Webster University makes every effort to educate the community to prevent sexual assault, harassment, and other sexual offenses from occurring, and is committed to providing support to those affected when this behavior does occur. To access information and resources or to review the Policy on Sexual Assault, Harassment, and Other Sexual Offenses, visit:

http://www.webster.edu/sexual-misconduct/ (http://www.webster.edu/sexual-misconduct/)

Research on Human Subjects

The Webster University Institutional Review Committee (IRB) is responsible for the review of all research on human subjects. The IRB process applies to all Webster University faculty, staff, and students and must be completed prior to any contact with human subjects. For more information on the IRB, visit:

http://www.webster.edu/irb/index.html (http://www.webster.edu/irb/index.html)

Course Evaluations

At the end of this course, you will have the opportunity to provide feedback about your experience. Your input is extremely valuable to the university, your instructor, and the department that offers this course. Please provide your honest and thoughtful evaluation, as it helps the university to provide the best experience possible for all of its students.

Important Technology Information

Connections Accounts

Webster University provides all students, faculty, and staff with a University email account through Connections. Students are expected to activate their Connections account and regularly check incoming University email. Students may choose to have their University email forwarded to an alternate email address. Connections account holders can call the Help Desk (314-246-5995 or toll free at 1-866-435-7270) for assistance with this setup. Instructions are also provided on the Information Technology website at:

http://www.webster.edu/technology/service-desk/ (http://www.webster.edu/technology/service-desk/)

WorldClassRoom

WorldClassRoom is Webster's Learning Content Management System (LMS). Your instructor may use WorldClassRoom to deliver important information, to hold class activities, to communicate grades and feedback, and more. WorldClassRoom is available using your Connections ID at:

[https://worldclassroom.webster.edu/ (https://worldclassroom.webster.edu/)](https://worldclassroom.webster.edu/)

Webster Alerts

Webster Alerts is the University's preferred emergency mass notification service, available free to current students, faculty and staff at all US campuses. By registering a valid cell phone number and email address, you will receive urgent campus text, voice mail and email communications. Valuable information concerning a range of incidents affecting you - from weather-related campus closures, class delays and cancellations, to more serious or life-threatening events - are immediately and simultaneously delivered through multiple communication channels. To register for Webster Alerts, visit:

[http://www.webster.edu/technology/services/webster-alerts/ (http://www.webster.edu/technology/services/webster-alerts/)](http://www.webster.edu/technology/services/webster-alerts/)

🌐 Campus Information

Due to the Education Centers not re-opening in the DC region for this term *please* meet via Zoom for the Spring 2 term. The SOMA site may open so please be ready for any updates.

Instructors will post the meetings in WorldClassroom/Canvas for students to log in each week (added security measure). On the left side with all the hyperlinks there will be one for Zoom.

We recommend Chrome for the browser and please mute yourself when not speaking, also only you are able to unmute yourselves in Zoom. If there are many participants it also might be wise to disengage video too (or if bad weather) if low band width messages continually appear.

Webster University: University Systems of Maryland at Southern Maryland
44219 Airport Road
California, MD 20619
Phone (301) 737-2500 x216
marvinwalker98@webster.edu

www.legacy.webster.edu/dcmetro

https://webster.edu/locations/dcmetro/index.php

▤ Additional Items

Emerson Library: library.webster.edu

There is a live chat feature - home page, contact a librarian (middle of page, middle box): Chat with a librarian on left side (might have to scroll down a bit) - accessible 24 hours a day.

The WSBT subject librarian is:

Business & Management	Mary Anne Erwin	800-985-4279	maerwin@webster.edu

Please use these excellent resources