

**CENTRAL MICHIGAN UNIVERSITY
COURSE SYLLABUS**

I. IDENTIFYING INFORMATION

Course: MSA 602
Course Title: Financial Analysis, Planning and Control
EPN: 22321595
Term: Fall II
Location: Online
Course Dates: 10/23, 12/15/2017
Course Days and Times: N/A
Prerequisites: Accounting Competency (as outlined in the Bulletin program requirements)

Blackboard:

Blackboard is a web-based learning management system licensed by CMU. Within Blackboard, a course website, also known as a shell, is automatically created for every CMU course. Face-to-face courses may or may not incorporate Blackboard, whereas Blackboard course shells are always used for online courses and will be available to you prior to the course start date. Seeing the course shell listed in Blackboard with unavailable adjacent to its title is an indication that your instructor has not made it available and is in no way indicative of registration status. To access Blackboard, open a web browser and enter <https://blackboard.cmich.edu/webapps/login/>. After the site loads, enter your CMU Global ID and password in the respective spaces provided. Click the "login" button to enter Blackboard and then the link to the appropriate course to enter the course's Blackboard shell. If you need assistance, contact the IT Helpdesk at 989-774-3662 / 800-950-1144 x. 3662. Self-guided student tutorial resources are also available at <https://blackboard.cmich.edu/webapps/login/>.

Instructor: Michael Taillard
Primary Phone Number: 402-403-4494
Secondary Phone Number: N/A
E-Mail Address: taill1m@cmich.edu
Availability: Best way to contact me is email, checked daily. Please do not use phone.

Academic Biography:

For the past 20 years, I have been a high profile economic consultant and research lead for companies and governments around the world. The byproduct of my expertise includes a long list of adjunct faculty positions at universities and graduate schools, prefabricated course development for online universities, and a variety of published books.

II. TEXTBOOKS AND INSTRUCTIONAL MATERIALS

Order books from MBS at <http://bookstore.mbsdirect.net/cmuh.htm>

Textbooks and Course Materials:

Title: Foundations of Finance: Custom Edition - Bundle (E-book Available)
Author: Keown
Edition: 2017
ISBN: 978-1-323-47485-3
Publisher: Pearson
Required: Yes

Title: The McGraw-Hill 36-Hour Accounting Course
Author: Dixon, Robert; Arnett, Harold
Edition: 04th
ISBN: 978-0-07-148603-3
Publisher: McGraw-Hill, Inc.
Required: No

Course Reserves:

N/A

Required Materials:

N/A

Recommended Materials:

N/A

III. COURSE DESCRIPTION

Study of financial analysis, planning and control principles/methods emphasizing mechanisms used to determine the overall financial health of private, public and non-profit organizations.

IV. COURSE GOALS AND OBJECTIVES

Upon successfully completing this course, the student will be able to:

1. Appraise an organization's financial health by evaluating data derived from management and managerial accounting practices and functions.
2. Compare the similarities and differences between the financial objectives of private, public,
3. Assess, interpret, and understand financial statements and information to determine an organization's financial position and health.
4. Apply and evaluate analytical models used to evaluate financial performance.
5. Investigate the roles that budgeting play in financial decision-making for long-term and short-term financial planning
6. Examine various sources of capital and how funds are raised by organizations.
7. Recommend and apply strategies and principles of financial management to the allocation of funds to secure the long-term profitability and/or goal attainment of organizations.
8. Incorporate the use of finance and accounting tools and principles into organizational analysis.

V. METHODOLOGY

This course is taught through a mix of discussion, problem-solving, the use of MyFinanceLab, an electronic homework system; and weekly meetings. In addition, a term paper will be due. All materials are available on the Blackboard course site. Rubrics for major assignments are posted on Blackboard. Please note that you are required to have a passcode to enter MyFinanceLab. The instructor has the right to change the syllabus at anytime.

VI. COURSE OUTLINE/ASSIGNMENTS

Pre-Class Assignment:

Read Chapters 1 and 2. Register with MyLab.

Course Outline:

A week starts on Monday and ends on Sunday in this course. Most assignments/tasks are due by the end of the assigned week unless otherwise specified and/or announced. Week 8 ends on Friday at 11:59PM!

U.S. Eastern Time

| Week | Date(s) | Topic(s) | Reading(s) | Task(s) Due |
|------|-------------|--|------------------------|---|
| 0 | TBA | Getting Started! | - Syllabus & tutorials | - Pre-class tasks - Register MyLab - Get to know each other |
| 1 | 10/23-10/29 | 1. An Introduction to the Foundations of Financial Management 2. The Financial Markets and Interest Rates | - Chapters 1 & 2 | - Homework Discussion 1 - Topic Discussion 1 |
| 2 | 10/30-11/05 | 3. Understanding Financial Statements and Cash Flows 4. Evaluating a Firm's Financial Performance | - Chapters 3 & 4 | - Homework Discussion 2 - Research Paper Topic |
| 3 | 11/06-11/12 | 5. The Time Value of Money | - Chapter5 | - Homework Discussion 3 - Topic Discussion 2 |
| 4 | 11/13-11/19 | 7. The Valuation and Characteristics of Bonds 8. The Valuation and Characteristics of Stock | - Chapters 7 & 8 | - Homework Discussion 4 - Test 1 (Chs 1~5 & 7) |
| 5 | 11/20-11/26 | 10. Capital-Budgeting Techniques and Practice | - Chapter10 | - Homework Discussion 5 |
| 6 | 11/27-12/03 | 12. Determining the Financing Mix | - Chapter12 | - Homework Discussion 6 |
| 7 | 12/04-12/10 | 13. Dividend Policy and Internal Financing | - Chapter13 | - Homework Discussion 7 - Topic Discussion 3 - Research Paper |
| 8 | 12/11-12/15 | 14. Short-Term Financial Planning | - Chapter14 | - Homework Discussion 8 - Test 2 (Chs8,10,12~14) |

Assignment Due Dates:

Discussions are due Weekly at 11:59 pm ET on Sunday; 11:59pm ET Friday for Week 8. Term Paper is Due at the end of Week 7. Midterm Exam: End of Week 5 Final: End of Week 8 (Friday).

Post-Class Assignment:

None

Student Involvement Hours:

Your time involvement in the class will depend upon your experience in the area. You should expect to plan on at least 8 to 12 hours of time per week on the course.

VII. CRITERIA FOR EVALUATION

Evaluation Criteria:

I. Topic Discussion: During Weeks One, Three and Seven, a topic will be introduced for discussion. Students must initially post their first response by Thursday on the topic. In addition, students will be required to answer the posts of two other students by the end of the week. Most quality posts will be at least 200 words long on the initial post, with subsequent student replies being at least 100 words in length. Grading will be in compliance with the attached rubric.

II. Weekly Homework/Topic Discussion: Your instructor will assign you to post at least one of your homework exercises, problems or a topic weekly. Post at least one of your homework answers or topic discussions to the board by Wednesday of a week (up to 15pts). Next, each student is required to comment on at least 3 other student's postings in a substantive way (up to 5pts each, 15pts max in total). For example, one might add to the analysis, correct the analysis, or prepare a short paragraph explaining why they think the analysis is very good. Comments on homework postings, such as good job, nice, I got the same answer, etc., are considered inherently weak and will not receive full weekly credit.

III. Research Paper: A research paper topic, that is selected by the student, and approved by the instructor, will be part of the course requirement. Students should select a topic of interest that covers a managerial accounting or finance subject. The term paper should be between 6-8 pages in length (not including abstract, cover sheet or reference page), and be in compliance with APA format. The topic should be selected by the student and submitted for approval via email to the instructor by the end of Week 2. The paper is due by the end of Week 7, although early submissions are encouraged. Grading will be in compliance with the research paper rubric.

IV. Online Exams: There are two examinations; a midterm and a final examinations, that will be online. The midterm will cover information from the first part of the class, the final, the last half. More information will be covered in class about the examinations. Each examinations is worth 200 points. Please note that the professor reserves the right to change the syllabus at anytime. Based on prior experience however, the syllabus is not usually changed during the term.

Grading Scale:

Final semester grade is on a percentage scale (points earned / total points) as follows:

| | | | | | |
|------------------|---|--------------|---|---------------|---|
| 94% or above : A | , | 87%-89% : B+ | , | 77%-79% : C+ | , |
| 90%-93% : A- | , | 84%-86% : B | , | 74%-76% : C | , |
| | | 80%-83% : B- | , | Below 74% : E | . |

Late Assignments:

No late assignments are allowed unless there is a valid medical emergency which you can verify with documentation.

Make-ups and Rewrites:

None

VIII. EXPECTATIONS

Attendance and Participation:

You will be expected to be online five out of seven days during the week. Please monitor your email as well and also to make sure that listen to all the Weekly Chat sessions, whether in attendance or listening to the recorded version of the Chat.

Academic Integrity:

Because academic integrity is a cornerstone of the University's commitment to the principles of free inquiry, students are responsible for learning and upholding professional standards of research, writing, assessment, and ethics in their areas of study. Written or other work which students submit must be the product of their own efforts and must be consistent with appropriate standards of professional ethics. Academic dishonesty, which includes cheating, plagiarism and other forms of dishonest or unethical behavior, is prohibited. A breakdown of behaviors that constitute academic dishonesty is presented in the CMU Bulletin (<https://bulletins.cmich.edu/>).

Student Rights and Responsibilities:

Each member of the Central Michigan University community assumes an obligation regarding self conduct to act in a manner consistent with a respect for the rights of others and with the University's function as an educational institution. As guides for individual and group actions within this community, the University affirms the general principles of conduct described in the Code of Student Rights, Responsibilities and Disciplinary Procedures at <https://www.cmich.edu/ess/studentaffairs/Pages/Code-of-Student-Rights.aspx>.

IX. SUPPORT SERVICES AND OTHER REQUIREMENTS

Library Research and Instruction Services

As a CMU student you have full access to the services and resources of the CMU Library. Reference librarians will help you find information on your research topic and answer other questions related to the library. The library's Documents on Demand office will obtain copies of the books and journal articles for you. Check out the library's website at <https://library.cmich.edu> for more information.

Reference librarian contact information:

1. By email: libref@cmich.edu
2. By online form: <http://libguides.cmich.edu/askalibrarianform>
3. By phone: (989) 774-3470.

Documents on Demand office contact information:

1. By email: docreq@cmich.edu
2. By online form: <https://illiad.cmich.edu/>
3. By phone: (989) 774-3022.

Writing Center

The CMU Writing Center is a free online service for all CMU students, providing help with grammar, citations, bibliographies, drafts, and editing of academic papers. Suggestions and feedback are typically provided within two business days. For additional information and to submit work, visit <https://www.cmich.edu/global/writingcenter/Pages/default.aspx>

Mathematics Assistance Center

The CMU Mathematics Assistance Center provides free tutoring in mathematics and statistics to students enrolled in select courses. Tutoring is available online and via telephone. To see what courses qualify and to register with the Math Assistance Center, visit <http://global.cmich.edu/mathcenter/tutoring-request.aspx>.

ADA

CMU provides individuals with disabilities reasonable accommodations to participate in educational programs, activities and services. Students with disabilities requiring accommodations to participate in class activities or meet course requirements should contact Student Disability Services at (800) 950-1144, extension 3018 or email sds@cmich.edu, at least 4 weeks prior to registering for class. Students may find additional ADA information and forms at <https://www.cmich.edu/ess/studentaffairs/SDS/Pages/default.aspx>

Note to faculty: CMU Administration will notify you if applicable; otherwise, the student will provide a "Notification Letter to the Instructor" outlining the accommodations the student is approved to receive.

X. BIBLIOGRAPHY

By request

Center Information

CENTRAL MICHIGAN UNIVERSITY

CMU ONLINE COURSE

ENROLLMENT & STUDENT SERVICES - ONLINE COURSES

(989) 774-1129

Fax (989) 774-1998

Email cmuonline@cmich.edu

Website www.global.cmich.edu/CMUOnline

Drop/Withdrawal Policy <http://global.cmich.edu/courses/drop-withdraw.aspx>

VIRTUAL RESOURCES FOR STUDENTS

CMU OIT (Office of Information Technology) Help Desk

https://www.cmich.edu/office_provost/OIT/help/help_desk/Pages/default.aspx

Online Learning Resource Center

<https://www.cmich.edu/global/cmuonline/about/Pages/default.aspx>

Proctoring

<https://www.cmich.edu/global/cmuonline/proctoring/Pages/default.aspx>

Harassment and discrimination

You have a right to feel safe and supported while pursuing your degree at CMU. If any professor, student, or staff member makes you feel that you have been discriminated against, disrespected or stuck in a hostile environment, the Office of Civil Rights and Institutional Equity (OCRIE) is here to help: Bovee UC 306, (989) 774-3253. For resources and more information, please see https://www.cmich.edu/office_president/OCRIE/

Sexual misconduct policy

With the exception of the confidential resources named explicitly within the Sexual Misconduct Policy, all CMU staff and faculty are responsible employees and are required to report any information they know about possible sexual misconduct to the *Title IX Coordinator* in OCRIE: Kathy Lasher, (989) 774-3253. This means that any information you may divulge about such an incident in the classroom or with a faculty member cannot be confidential. Reports to OCRIE are intended to provide options and resources to survivors. Please keep these reporting obligations in mind as you seek support from staff and faculty you trust, and know that there are also support centers on campus that will maintain confidentiality, which include Sexual Aggression Peer Advocates (989-774-2255) and the CMU Counseling Center (989-774-3381). For resources and more information, please see https://www.cmich.edu/office_president/OCRIE/