

Capital University of Economics and Business

Overseas Chinese College

Course Syllabus

<u>Year and Semester</u>	2020 Fall (August 29, 2020— January 10, 2021)
<u>Course Name</u>	Financial Management
<u>Course Code</u>	MA301
<u>Course Type</u>	<input type="checkbox"/> General Education (Required) <input type="checkbox"/> General Education (Elective) <input type="checkbox"/> Professional Course (Required) <input type="checkbox"/> Professional Course (Elective) <input checked="" type="checkbox"/> Basic Disciplinary Course
<u>Course Credits</u>	4
<u>Course Hours</u>	64
<u>Prerequisites</u>	Finance
<u>Instructor</u>	Xiaoshu Qin
<u>Contact Information</u>	Office: C203 Tele: (010) 8395 1085 Email: xiaoshumt@126.com
<u>Office Hour</u>	M15:30-17:30/T8:00-10:00/W15:30-16:30/TH13:00-14:00
<u>Learning Centre</u>	M18:00-20:00/T15:30-17:30
<u>Grade/Section</u>	2018BA1 Y01/2018BA2 Y02
<u>Course Time/Place</u>	2018BA1 Y01 T/TH 13:30-15:20/8:00-9:50 2018BA2 Y02 M/W 10:10-12:00/8:00-9:50

Textbook

Corporate Finance (11th Edition) Written by Stephen A. Ross & Randolph W. Westerfield & Jeffrey Jaffe, Published by McGraw-Hill/Irwin, ISBN 9787111588566

Reference Book

1. *Modern Financial Management*, Ross, Stephen A., Randolph W. Westerfield and Jeffrey Jaffe, 8th edition, Published by Irwin/McGraw-Hill
2. *Analysis for Financial Management*, Robert C. Higgins, 7th edition, Published by McGraw-Hill/Irwin,

Course Description

Financial Management focuses on the tools necessary to perform the job of Corporate Financial Officer. In today's capital markets, financing decisions have become challenging. Firms use financial derivatives and complex project structures (e.g. project finance) to allocate risks and shape incentives. Moreover, firms raise capital efficiently by tailoring securities to particular investors' needs, or by exploiting tax, regulatory, or other arbitrages. Early sessions in this course shows tools to analyze the capital structure

and dividend policy. The remainder of the course will draw upon the necessary points to raise long-term finance and short-term finance.

Student Learning Objectives

To complete this course successfully, students must demonstrate a good grasp and understanding of the following areas of financial management:

1. Efficient capital markets;
2. Capital structure;
3. Business valuation;
4. Dividend policy;
5. Long-term financing;
6. Leasing;
7. Short-term finance;
8. Cash management;
9. Credit and inventory management.

Teaching Methods

This course contains lectures, class discussions, homework, quizzes, presentation and exams. Textbook content will be introduced first. Then real case and practice questions will be delivered to students as a way to test their understanding of the knowledge. This will require individual or group assignment in or after class.

Grade Criterion

Component	Weight	Description
Final Test	20%	A cumulative final examination will be given based on all of the contents of the class. The exam paper may be composed of multiple-choice questions, short answer questions, essay questions, problems. Students should rely primarily on homework assignments to give them a sense of what they may see for material on exams.
Mid-Term Test	20%	A cumulative midterm test will be given based on all of the contents that have been taught in class. The test paper may be mainly composed of multiple-choice questions and long-constructed questions.
Homework	15%	Most of the assigned homework is taken from the Exercises in the textbook. Assignments will be collected at the clearly stated date. Late assignments will not be accepted. The graded assignments will be kept by the tutor for reference and won't be returned to students.
Quizzes	15%	There will be at least 2 quizzes during the semester. Quizzes may or may not be announced in advance. It may also be used as a way to check the attendance. Quizzes will test your knowledge of both concepts and the application of those concepts.
Presentation	10%	The students will be divided into several groups to prepare a presentation. Each student is required to be involved in the presentation. The topics

		can be selected from the textbook or lectures or course related materials. Each group needs to finish a PPT related to the topic which is given and hand in the related resources to the teacher before the presentation.
Participation	10%	Individuals will be asked to participate individually in a question and answer at least 5 times during the semester. The performances should be counted in their participation.
Attendance	10%	Refer to attendance policy listed below
Total	100%	

Grading Policy

A+ 97-100	A 93-96	A- 90-92	B+ 87-89	B 83-86	B- 80-82
C+ 75-79	C 70-74	C- 67-69	D+ 63-66	D 62-60	F 0- 59

Exam Schedule

Midterm Test (tentative): Oct.26 - 30, 2020

Final Test: Dec.23- Jan.1, 2021

Assessment of Student Performance

☞ Self-Study and Reading ability Practice

Instructor will give out the chapters or the reference books to read and use class hours to have discussion; students should be able to show a proactive attitude and ability for self-study and reading. Knowledge and oral English will be elements of homework or presentation score.

☞ Homework

Students should finish their homework by themselves. Copying from others will be treated as cheating and the homework scores will be lowered. Students should hand in all assignments on time. Late assignments will be accepted at the discretion of the instructor (i.e., when the student was ill or had an excused absence). Late assignments without reasonable proof will be reduced in score by 50%.

☞ Attendance

Because the course covers a great deal of material, attending every class session is very important for performing well.

- ♦ Being late for 15 minutes or more is considered an absence.
- ♦ Five hours or above of unexcused absences will result in the lower level of the final grade by one grade band (e.g. from C – to D +). Any excused absence must be discussed directly with the teacher.
- ♦ Absence which is more than 1/3 of the total teaching hours will cause an F (a failing grade) directly.
 - but students are welcome to continue attending classes.
- ♦ An incomplete grade (I) will be considered in case of medical or family emergencies.

☞ Participation

- ♦ Students should participate in classes actively. Half of participation grade is determined by their presentation in class. They are encouraged to ask questions relevant to the subject and express their own opinions. Every student should respect the ideas, opinions, and questions of their classmates.
- ♦ Students should also use office hours to ask questions or talk with the instructor for good communication and effective learning.
- ♦ Frequent visiting the instructor and chatting in English during office hours is highly recommended.
- ♦ Any misbehavior and non-class related activities in class will result in the lower level of the participation grade, including ringing cell phones.
- ♦ All above behaviors will be solely evaluated by the instructor for scoring.

☞ Textbook

Students must bring the textbook to class.

Topical Course Outline

Week 1	Introduction to syllabus Chapter 1 Introduction to corporate finance Chapter 2 Financial statement and cash flows Chapter 3 Financial statement analysis and financial models Chapter 4 Discounted cash flow valuation
Week 2	Chapter 5 Net present value and other investment rules Chapter 6 Making capital investment decisions
Week 3	Chapter 8 Interest rates and bond valuation Chapter 9 Stock valuation
Week 4	Chapter 10 Risk and return Chapter 11 Return and risk Chapter 12 An alternative view of risk and return
Week 5	Chapter 13 Risk, cost of capital, and valuation Chapter 14 Efficient capital markets and behavioral challenges
Week 6	Chapter 15 Long-term financing: an introduction Chapter 16 Capital structure
Week 7	Chapter 17 Capital structure Chapter 18 Valuation and capital budgeting for the levered firm
Week 8	Review and Quiz 1
Week 9	Midterm exam
Week 10	Chapter 18 Valuation and capital budgeting for the levered firm
Week 11	Chapter 19 Dividends and other payouts Chapter 20 Raising capital
Week 12	Chapter 21 Leasing
Week 13	Chapter 26 Short-term finance and planning Chapter 27 Cash management

Week 14	Chapter 28 Credit and inventory management Chapter 29 Mergers, acquisitions and divestitures
Week 15	Final Review & Quiz 2 & Presentation
Week 16	Presentation
Week 17	Final exam

Note: Some chapters or sections may leave for self-study, this is the students' duty to learn and understand, they may also be included in the quizzes or exams.

A review in Chinese may be held during L.C. and O.H. in the semester.

Te ac he r's Office

Hour

- ♦ The instructor's office hour is shown in the front of the office door.
- ♦ Students are suggested to use the instructor's office hour and learning center to ask questions or talk with the instructor once at least per week for good communication and effective learning, which is recorded in the students' participation.
- ♦ The time can be scheduled by instructors or students, or both.

Cheating and Plagiarism

Cheating is not tolerated. Any student caught cheating on a quiz; test or exam will be given a mark of zero (0) for the particular work. At the beginning of the semester the definition of plagiarism will be carefully explained, when any thoughts or writings of another person are used, they must be clearly identified (usually one uses quotation marks) and the source notes. **If any student is caught cheating on any homework assignment, the highest score the student can earn in that course is a "C".**

Important Dates

2020-2021 ACADEMIC CALENDAR

Fall Semester, 2020	August 29, 2020— January 10, 2021
Aug.29-30	Registration (Sophomores and Juniors)
Aug.31	Classes Begin (Sophomores and Juniors)
Sep.5-6	Registration (Seniors)
Sep.7	Classes Begin (Seniors)
Sep.11	Last Day to Drop or Add a Course
Sep.19-20	Registration (Freshmen)
Sep.21-25	Entrance Education (Freshmen)
Sep.28	Classes Begin (Freshmen)
Oct.1	National Day & Mid-Autumn Festival
Oct.26 - 30	Midterm Test (tentative)
Dec.19-22	Revision (Sophomores and Juniors)
Dec.23- Jan.1, 2021	Final Exam Period (Sophomores and Juniors)
Dec.26-29	Revision (Seniors)

Dec.30- Jan.8, 2021	Final Exam Period (Seniors)
Jan.1, 2021	New Year's Day
Jan.4	Winter Vacation Begins (Sophomores and Juniors)
Jan.4-8	Final Exam Period (Freshmen)
Jan.11	Winter Vacation Begins (Freshmen and Seniors)

Note: This syllabus is tentative and may be changed or modified throughout the semester. All students will be notified and a new syllabus will be given.

Instructor: Xiaoshu Qin

Department Head: _____

