Instructor:  Jim Budde (pronounced Buddy)  
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Office Hours:  By appointment and on Blackboard for any group issues

Description:  This course is an overview of managerial finance for students with limited familiarity with accounting and/or finance and is applicable to students employed in either the-for profit or not-for sectors.

Prerequisites:  No specific prerequisites are required, however, students are expected to have a basic college level competency in math.

Course Objectives:  Upon completion of this course, students will  
1. Recognize similarities facing all managers, regardless of organization’s status; profit, non-profit or government.  
2. Recognize the importance of a well constructed business plan.  
3. Recognize the importance of both operational and capital budget process as related to the organization’s business plan.  
4. Be able to read and understand basic accounting statements and financial ratios as they pertain to the organization’s successful implementation of the business plan.  
5. Have a basic understanding of risk management; both internal and external risks facing the organization’s ability to achieve business plan.  
6. Recognize ethical issues facing management when making financial decisions.  
7. Understand the basic premise behind, and the need for, periodic financial audits.

Course Text:  There is no required text for this course, however two books might be appropriate resources for students with no accounting or financial background. For students with no accounting background I suggest *Financial Accounting, A Course For All Majors* by David W. O’Bryan (ISBN978-1-61735-095-5). This is a print on demand book, which means once ordered, it cannot be returned. Doane Book Store price is $46. For students with no finance background I suggest *Finance, Barron’s Business Review Series 6th* by A.A. Groppelli and Ehsan Nikbakt, ISBN 0-7641-3420-5. Doane Book Store also carries this in paperback and I believe cost is around $26.

Course requirements and assessment:  
Individual Assignments: Six individual projects will be assigned during the semester. Class time will be allocated for group discussions relative to each student’s individual assignments.  
Exams: A final exam  
Miscellaneous Homework/Assignments: During the semester, you may be assigned outside readings relating to key topics to be discussed in upcoming classes. This would be in addition to any assigned text chapters.

Grading:  Students will receive a grade based on the percentage of points earned during the semester. Grades are assigned on the following basis.
A 90-100
B 80- 89
C 70- 79
D 60- 69
F Below 60

Individual assignments ((6 @ 10 points each)  60 points
Exam (1 @ 40 points)  40
Total points  100 points

**Academic Integrity:** Members of this class will adhere to policies and procedures for academic dishonesty outlined in the student handbook. Cheating, plagiarizing, and other forms of academic dishonesty will result in: (1) an F in the course or on the assignment and (2) a note in your student file.

**Administrative Requirements:**
Class attendance is not required, however, if you plan on missing more than one class, I strongly encourage you to drop the course. It is highly unlikely you will pass if you miss two or more classes.

**Tentative Schedule**
Session One  Introduction to managerial finance
Session Two:  An introduction to basic financial statements, including income statement, balance sheet and statement of cash flow.
Session Three  An introduction to, and practical exercise with, various financial ratios.
Session Four  An introduction to business planning, including the budgeting process
Session Five  Continuation of discussion started in Session Four
Session Six  A discussion of both internal and external risks facing the organization
Session Seven  A discussion of the ethical issues facing managers
Session Eight  A discussion of the auditing process.

Schedule is very tentative. Actual time spent on each individual topic will depend to a great extent on (a) students’ existing experience / understanding of material presented and (b) students’ comprehension of new material.