

# Doane University

## BUS 226 Finance

### Course Information

BUS 226  
Finance  
3 Credit Hours

### Instructor Information

Dr. Jennifer Murnane-Rainey  
Doane University

### Contact Information

Email Address:                   jennifer.murnane@doane.edu

Cell Phone (call or text):   (402) 218.5772

### Communicating with the Instructor

This course uses a “three before me” policy for student to faculty communications. When questions arise during the course of this class, please remember to check these three sources for an answer before asking me to reply to your individual questions:

1. Course syllabus
2. Announcements in Blackboard
3. The Q & A discussion board

This policy will help you in potentially identifying answers before I can get back to you and it also helps your instructor avoid answering similar questions or concerns multiple times.

If you cannot find an answer to your question, please first post your question to the Q & A questions discussion board. Here your question can be answered for the benefit of all students by either your fellow students who know the answer to your question or the instructor. You are encouraged to answer questions from other students in the discussion forum when you know the answer to a question in order to help provide timely assistance.

If you have questions of a personal nature such as relating a personal emergency, questioning a grade on an assignment, or something else that needs to be communicated privately, you are welcome to contact me via email or phone (call or text). Texting me is probably the quickest and easiest way to get a hold of me.

If you have a question about the technology being used in the course, please contact the Doane University Help Desk for assistance (contact information is listed below ).

## Course Catalog Description

A survey of financial concepts and analytical tools used by domestic and international businesses. This course includes financial mathematics, financial and operational planning and management, and long-term investment analysis, including cost of capital and capital budgeting. When appropriate, spreadsheet applications are integrated into this course. Upon successful completion of this course, students will be able to: 1) use analytical and creative thought processes to analyze financial decisions; 2) identify and understand the finance component of the business environment; 3) identify and understand the relationship between the finance function and other functions in business; 4) convey both simplistic and complex financial information using appropriate terminology and language, and presentation methodology; and 5) recognize ethical issues involved in various financial situations.

## Course Prerequisites

Sophomore standing or above, [ACC 103](#) and [ECO 203](#). Strongly recommended: [ACC 104](#) and [BUS 215](#).

## Course Textbook and Materials

### Required

Brigham, E.F. & Houston, J.F (2016). Fundamentals of Financial Management, Concise Edition, 9th ed. Brigham, Houston, Cengage. ISBN-10: 1305635930 ISBN-13: 978-1305635937

### Required Technology

Microsoft Excel Software, <https://products.office.com/en-us/student/office-in-education>

## Learning Objectives

### Course Objectives

At the completion of this course students will be able to:

1. Identify the financial environment of business and key financial concepts used in business decision-making.
2. Demonstrate the ability to apply financial mathematics in the use of reading, interpreting and summarizing financial information.
3. Analyze financial statements, including the statement of cash flows, and perform a ratio analysis.
4. Demonstrate how to value different types of stocks and bonds using time value of money principles and risk analysis.
5. Identify the costs of different capital components and combine the costs to calculate the firm's weighted average cost of capital to be used in budgeting decisions.
6. Identify the basics of the capital budgeting process as well as cash flow estimation and risk analysis.

7. Identify the importance of working capital management and be able to identify different policies.
8. Discuss the importance of financial planning and the forecasting process from forecasted sales to projected statements.

## **Course Requirements**

### **Course Preparation and Participation**

*Preparation* for class means reading the assigned readings & reviewing all information required for that week prior to class night.

### **Email and Internet**

You must have an active Doane University e-mail account and access to the Internet. *All instructor correspondence will be sent to your Doane University e-mail account.* Please plan on checking your Doane Gmail account regularly for course related messages.

This course uses Blackboard for the facilitation of communications between faculty and students, submission of assignments, and posting of grades. The Blackboard Course Site can be accessed at <http://bb2.doane.edu>

### **Campus Network or Blackboard Outage**

When access to Blackboard is not available for an extended period of time (greater than one entire evening - 6pm till 11pm) you can reasonably expect that the due date for assignments will be changed to the next day (assignment still due by midnight).

### **Late or Missed Assignments**

Late assignments will be penalized 20% for every day past the due date.

### **Submitting Assignments**

All assignments, unless otherwise announced by the instructor, must be submitted via Blackboard. Each assignment will have a designated place for submission.

### **Drop and Add dates**

If you feel it is necessary to withdraw from the course, please contact your advisor for full details on the types of withdrawals that are available and their procedures.

### **Subject to change notice**

All material, assignments, and deadlines are subject to change with prior notice. It is your responsibility to stay in touch with your instructor, review the course site regularly, or communicate with other students, to adjust as needed if assignments or due dates change.

### **Academic Integrity**

Doane University expects and requires all its students to act with honesty and integrity and respect the rights of others in carrying out all academic assignments. Academic dishonesty, the act of knowingly and willingly attempting or assisting others to gain academic success by dishonest means, is manifested in various measures. Gehring, et al, (1986) suggests that four categories of academic dishonesty exist<sup>1</sup>:

- a. Cheating
- b. Fabrication
- c. Facilitating academic dishonesty
- d. Plagiarism

For more information on academic integrity, please visit the website:

<http://catalog.doane.edu/content.php?catoid=4&navoid=191>

### **Privacy and Accessibility policies of external tools**

<http://www.doane.edu/instructional-design-services/policies>

## **Course Grading**

### **Grades and Grading Scale**

Assignment of letter grades is based on a percentage of points earned. The letter grade will correspond with the following percentages achieved. All course requirements must be completed before a grade is assigned.

A	100 – 90
B	89 – 80
C	79 – 70
D	69 – 60
E	59 and below

## **How to Succeed in this Course**

- Check your Doane email regularly
- Log in to the course web site daily
- Communicate with your instructor
- Create a study schedule so that you don't fall behind on assignments

## **Technical Support Contact Information**

For technical assistance 24 hours a day, 7 days a week, please contact the Doane University Technology Office Help Desk:

Phone: 402-826-8411  
Email: [helpdesk@doane.edu](mailto:helpdesk@doane.edu)  
Web: <http://www.doane.edu/about-doane/offices/its/help-and-support>

## **Accessibility Statement**

In compliance with the Rehabilitation Act of 1973, Section 504, and the Americans with Disabilities Act of 1990, professional disability specialists and support staff at Doane University facilitate a comprehensive range of academic support services and accommodations for qualified students with disabilities. Doane University staff coordinate transition from high schools and community colleges, in-service training for faculty and staff, resolution of accessibility issues, community outreach, and collaboration between all Doane University regarding disability policies, procedures, and accommodations.

## **Accessibility Services**

Doane University Access/Services for Students with Disabilities  
<http://www.doane.edu/disability-services>

Contact Person: Angie Klasek Phone: 402.466.4774 Email: [angie.klasek@doane.edu](mailto:angie.klasek@doane.edu)

## **Academic Support**

Contact Person: Terese Francis Phone: 402.466.4774 Email: [terese.francis@doane.edu](mailto:terese.francis@doane.edu)

## **Student Services**

<http://www.doane.edu/gps/student-services>

## **Student Conduct Statement**

Students are required to adhere to the behavior standards listed in **Doane University Policy Manual**

Appropriate classroom behavior is defined by the instructor. This includes the number and length of individual messages online. Course discussion messages should remain focused on the assigned discussion topics. Students must maintain a cordial atmosphere and use tact in expressing differences of opinion. Inappropriate discussion board messages may be deleted if an instructor feels it is necessary. Students will be notified privately that their posting was inappropriate.

Student access to the course Send Email feature may be limited or removed if an instructor feels that students are sending inappropriate electronic messages to other students in the course.

## **Syllabus Disclaimer**

The instructor views the course syllabus as an educational contract between the instructor and students. Every effort will be made to avoid changing the course schedule but the possibility exists that unforeseen events will make syllabus changes necessary. The instructor reserves the right to make changes to the syllabus as deemed necessary. Students will be notified in a timely manner of any syllabus changes face-to-face, via email or in the course site Announcements. Please remember to check your Doane University email and the course site Announcements often.