

BERGEN COMMUNITY COLLEGE

DIVISION OF BUSINESS, ARTS, and SOCIAL SCIENCES

BUSINESS DEPARTMENT

BNF-201 Principles of Finance

Syllabus

Course Description	BNF 201 Principles of Finance covers the basic conceptual understanding of financial theory and practice. Topics considered include financial analysis and control, working capital management, long-term financing, financial leverage, and financial ratios.
Credits/Hours	3 lecture, 0 lab, 3 credits
Prerequisites	ACC-101 or ACC-110 & BUS101, or permission by the Department Head.
Required Textbook	Essentials of Corporate Finance, 7 ed., Stephen A. Ross, Randolph W. Westerfield, Bradford D. Jordan, McGraw-Hill.
Other Materials	All students MUST carry a financial calculator. The calculator must be equipped with the following financial functions: PV, FV, NPV, PMT, etc.
Student Resources	In addition to the resources mentioned above, students are extremely encouraged to make full use of the Sidney Silverman Library (in person and online at http://www.bergen.edu/library/), the Tutoring Center (available in person room S-118 and online at http://www.bergen.edu/library/learning/tutor/), the Writing Center (available in person room C-110 and online at http://www.bergen.edu/library/learning/write/)
Student Learning Outcomes	After successfully completing all course activities, the student will be able to: <ol style="list-style-type: none">1. Identify the role of financial managers, and their relationship to other business managers;2. Develop an understanding of time value of money concepts and its applicability to economic decisions;3. Evaluate financial statements in order to make investment, management and personal decisions;4. Identify and analyze the characteristics of different investment vehicles;5. Define the major, international, financial instruments and explain the features of the world banking system;

	6. Explain the concept of capital budgeting, risk/return relationship, and stocks and bonds valuation.
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Course Content	Weeks	Chapters	Topic and Reading Assignments
	1	1	Introduction to Financial Management -Financial institutions and markets
	2	2&3	Financial statements & Financial analysis
	3	4&5	Time Value of Money ch4 - Discounted Cash Flow Valuation ch5 Exam#1 Chapters 1,2 &3 (9/23/10)
	4	4&5	Time Value of Money ch4 - Discounted Cash Flow Valuation ch5
	5	11	Risk& Return, Beta, CAPM
	6	6,7	Bond Valuation & Stock Valuation Exam#2 Chapters 4,5 &11 (10/14/10)
	7	8&9	Net Present Value and Other Investment Criteria ch8 - Making Capital Investments Decisions ch9
	8	8&9	Net Present Value and Other Investment Criteria ch8 - Making Capital Investments Decisions ch9
	9	12	Cost of Capital Exam#3 Chapters 6,7,8 &9 (11/04/10)
	10	13,15	Leverage & Capital Structure /Raising Capital
	11	13,15	Leverage & Capital Structure /Raising Capital Team Project due date: 11/18/10
	12	14	Dividend policy & Working
	13	18	International Aspects of Financial Management
	14		Exam#4 Chapters 12,13,14,15,18 (12/09/10)
	15		Presentations

Course Requirements

The student is expected to:

1. Read the assigned materials prior to the scheduled date;
2. Respond to assigned questions;
3. Complete quizzes by specified dates;
4. Complete assigned projects by the specified dates;
5. Participate in the class discussion;
6. Stay current with news relevant to the course material;
7. Use related resources as directed by the instructor.

Expected Behavior

1. Be on time for class
2. Pay attention in class
3. Always come to class prepared
4. Raise your hand first before talking or making a comment in class
5. Do not disturb the class with cell phones (**Texting is prohibited in the classroom**).
6. Be reasonable

Course Activities

1. There will be **Four exams** during the semester. Your lowest grade of the first three exams will be dropped. You **must** take the 4th or final exam; I will not drop the grade of the final exam. The two highest grades from the previous exams plus the final grade will be worth 75 points. The exam questions will be in the format of true/false, multiple choice, fill-in or matching.
2. This is an active learning environment and students are expected to participate regularly in class discussions and group activities. Discussion will often center on current events relevant to the course. Students are expected to be knowledgeable about the news. Similarly, case studies, exercises and other activities will be assigned in class for an immediate assessment of student learning. Participation, class discussions and assignments will be worth 10 points.
3. There will be one major team project assigned. The team project is worth 15 points. Projects are required to be typed, double spaced, and in correct academic quality English. Projects will be checked for plagiarism. Check course content section for due dates and circle the date if you wish.

Attendance Policy

Students are expected to attend every class promptly. There will be some daily activities to keep track of attendance and accumulated absences will significantly affect a student's grade. Also, students cannot participate in class discussion and activities if not present and this will also affect the class grade.

Faculty Absence Procedures

A daily listing will appear in the glass case located in the

administrative wing of the main building which indicates all classes which are cancelled. Another listing will appear in the glass case adjacent to the Hotel/Restaurant bulletin board in the East Hall. Students can consult these bulletin boards before going to class. If such a class does not appear on the day's cancellation notice, this information should be conveyed either to the Evening and Saturday Office (L-113) or Division Office (A-306C).

Special Accommodations Students who need accommodations as required by the American with Disabilities Act (ADA) can register with the *Office of Specialized Services* of Bergen Community College. The students can call 201-612-5270 or visit <http://www.bergen.edu/pages/676.asp>.

Makeup Policy There is no makeup for exams. Generally, the lowest exam grade will be dropped before calculating the average at the end of the semester. Any missed exams have a grade of zero (0). Therefore, only one exam can be missed excluding the final exam.

Evaluation and Grading	Exams (3)	75 points
	Class assignments & discussions (CAD*)	10 points
	Team Project and Presentation (TP&P*)	15 points
	TOTAL	<u>100 points</u>

Computing Your Grades:

Multiply the average of your three (3) exams by .75 = _____
 Exam1: Exam2: Exam3: Total:

Multiply your CAD* grade by .10 = _____
 CA* Grade:

Multiply your TP&P* grade by .15 = _____
 TP&P Grade:

Total points: = _____

A = 90-100 B+ = 86-89 B = 80-85 C+ = 76-79 C = 70-75 D = 60-69

I reserve the right to modify any parts of this outline including assignments, exam dates, project date, topics to be covered, etc.

Rev
09/01/10