



FISHER

COLLEGE OF BUSINESS

BUSFIN 4200 (Online Distance Learning) Spring 2020 Course Syllabus

PROFESSOR:

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Office hours: By Appointment

COURSE GOALS:

Upon successful completion of this course, the student will

- Explain the different investment vehicles available in financial markets
- Understand features of a corporation's financial situation and how it impacts the decisions of a corporation
- Explain how security markets work
- Explain the risk/return relationship
- Determine the Time Value of Money for different types of investments
- Determine the value of specific types of investments including stocks and bonds
- Understand the difference between different investment companies
- Define put and call options

COURSE MATERIALS:

Textbook (Required):

Herbert B. Mayo, **An Introduction to Financial Institutions, Investments, and Management**, Cengage Learning; 12th edition. There are 2 options when purchasing this textbook:

- Cengage Unlimited (\$119.99): Cengage offers a subscription service that allows you to access this MindTap course and any other Cengage eTextbook or digital courseware (ex. MindTap) that is used in any other course. The service also allows you to rent a physical copy of the textbook for \$7.99 per semester.
- MindTap Access Code (\$140.00): This code will provide you access to the BUSFIN 4200 MindTap course.

Please Note: You will have 14 days of free access to MindTap.

Financial calculator (Required):

TI BA-II (any version). Available at the OSU Bookstore, as well as Target, Wal-Mart, on-line, etc. Note: All lectures, modules and solutions will use the TI BA-II financial calculator. **No other calculator will be allowed.**

COURSE DELIVERY:

BUSFIN 4200 is a distance course with all course components delivered online, except for the first day of class and three exams. The three exams (dates and times listed in the course schedule) will take place at each student's respective campus in a classroom with a proctor.

There are three important features of delivering BUSFIN 4200 online. Students must have the opportunity to effectively connect with the course content; other students in the course, and the professor.

Connecting with the course content: There are CarmenZoom lectures with the professor teaching the content. The purpose of these lectures is to highlight the key concepts and problems that will prepare you to demonstrate your understanding of the material for the exams. Students also will engage in weekly homework assignments and Group Problem Sets.

Connecting with other students in the course: Group discussion boards will be used for students to work on ground problem sets. This will give students the experience of a small classroom setting. I will be randomly assign groups.

Connecting with faculty member: I will be monitoring both the class Q&A discussion board and your group discussion boards. I will also be sending out class emails and announcements.

REQUIRED WEEKLY ACTIVITIES:

1. Read the chapter before starting any chapter assignment. It is essential that you read the chapter before completing any work as each chapter provides multiple explanations of each concept and shows the financial calculator steps in how to solve the example problems. This will also help you and your group with the weekly assignments.
2. Lecture: There are 50 points available for attending lectures in this course. There are a total of 9 lectures. You will be required to engage in 5 different weeks of lectures throughout the semester. This can be achieved by attending an online lecture (with access link posted in Canvas). You will receive 10 points per lecture attended up to a maximum of 50 points. The lectures must be for different weeks to count towards your lecture grade. If you have questions about your lecture grade, please email Professor Staufenberg.

Please follow the guidelines below regarding lectures to ensure you receive appropriate credit.

When logging into Zoom (online lectures):

- Login with your first and last name as it appears on your Canvas page.
- Login with your name.#@osu.edu or name.#@buckeyemail.osu.edu. Do not use any non-OSU email address.
- Attendance will be taken through Top Hat: tophat.com. Instructions in how to sign-up for Top Hat will be given on the first day of class.
- If you are unable to login using your OSU credentials, it is your responsibility to email Professor Staufenberg immediately informing of which lecture you attended and what email you used to login. You will not receive credit unless you send this email within one week of the lecture in which you logged in with a non-OSU email address.

It is recommended that you keep track of which lectures you attend, including date, time and any proof of attendance, as this is a large course and mistakes in tracking occasionally occur. Lecture points will be posted on Canvas half-way through the semester and at the end of the semester. You are welcome to email Professor Staufenberg at any time throughout the semester to check your progress.

*If at the end of the semester you believe your posted Lecture score is incorrect you may email Professor Staufenberg with a list of the lectures you attended (with the information/proof suggested above). You

must provide this information. Due to the number of students in the course Professor Staufenberg cannot double check your attendance without guidance from you on where to look. If you send an email that only says "I believe my score is incorrect" without any additional information, your score will not be reviewed or changed.

3. Watch the assigned Chapter Summary videos. The chapter summary videos are done by Professor Clark. Professor Clark is a Finance professor at The Ohio State University Fisher College of Business that has taught this course in the past. These Chapter Summary videos and slides gives you a high-level overview of each Chapter.
4. Complete Individual ConceptClip Quizzes:
 - Each week a new ConceptClip Quiz set is due by that week's Sunday night at 11:59PM (See course schedule for details). You will have unlimited attempts to complete each ConceptClip Quiz.
 - Each ConceptClip Quiz question will be worth 3 points.
 - Complete each ConceptClip Quiz early as this will help me resolve any material with which the class might needs help.
5. Participate in Group Problem Sets.
 - There are about 40 students in this class. I have created 4 groups of 10 students to complete each Group Problem Sets. Each Chapter Problem Set will be out of 20 points.
 - 10 points - Individually answering all 10 problems in Canvas
 - 8 points - for picking out a problem from the Group Problem Set, answering your question and explaining your answer by that assigned weeks Friday night at 11:59PM. If you complete this part of the assignment over that assigned weeks weekend by Sunday night at 11:59PM you will only receive 4 points.
 - 2 points - for replying to your fellow group members post with either agreeing with their answer or providing them with your answer and explanation.
 - As noted previously, the group problem sets (done via a group discussion board) will give students the experience of a small classroom setting.
 - Each Group Problem Set must be completed by that Sunday at 11:59PM.
 - Collaboration and teamwork is required to complete each Chapter's problem set. Each group member must comment on at least once in the Problem Set discussion board. This will help out the group tremendously when it comes time for the midterms and final exam.
 - For every incorrect answer I will provide your group with the correct answer. I would encourage your group to go back through the questions that you missed and use your Group Problem Set discussion board to discuss how to solve for the correct answer.
 - -4 points if posting a Group Problem Set problem that has already been posted by another group member.
 - -2 points if there is little to no explanation to your Group Problem Set answer. This is subject to my discretion.

STOCK MARKET SELECTION ASSIGNMENT:

The Stock Market Selection assignment will be worth 20 points. Details about this assignment will be shared at the beginning of Week 3.

CHAPTER 7 END-OF-THE-CHAPTER PROBLEMS:

The Chapter 7 End-of-the-Chapter Problems will be worth 23 points. Details about this assignment will be shared at the beginning of Week 4.

MID-SEMESTER REFLECTION PAPER:

The Mid-Semester Reflection Paper will be worth 10 points. Details about this assignment will be shared at the beginning of Week 9.

END-OF-SEMESTER REFLECTION PAPER:

The End-Of-Semester Reflection Paper will be worth 10 points. Details about this assignment will be shared at the beginning of Week 15.

Extra Credit/Grade Change Policy: Extra credit will not be offered unless it is available to the entire class. For example, if a student wishes to improve his or her grade at the end of the course, extra credit will not be available for this purpose; as it unfairly penalizes students who have consistently worked hard throughout the course. *This policy is strictly enforced.*

OPTIONAL WEEKLY ACTIVITIES:

Q&A Discussion Boards – This is an open discussion board that will allow both you and I to answer class questions as we proceed through the chapters. I highly encourage you to check the Q&A Discussion Board daily as frequent questions that I and the other students will post and discuss.

ADDITIONAL RESOURCES TO LEARN THE MATERIAL:

- Chapter Summary in MindTap
- Flashcards in MindTap

Solving the Group Problem Set and end of chapter problems is essential. These problems are representative of what you might see on the Midterms or Final Exam.

CONTACTING YOUR PROFESSOR:

The best way to contact me is by email. I will respond back to your email within 48 hours. You can also ask a general question in the class Q&A discussion board. I will respond to that within 48 hours.

STUDENTS WITH DISABILITIES:

The Office of Disability Services verifies students with specific disabilities and develops strategies to meet the needs of those students. All students with a specific disability are encouraged to contact the Office of Disability Services to explore the potential accommodations available to them. Students registered with ODS can take their exams at ODS.

ACADEMIC INTEGRITY:

All students enrolled in this course are responsible for abiding by the guidelines outlined in the University's Code of Student Conduct. (You can find the full Code at http://studentlife.osu.edu/pdfs/csc_12-31-07.pdf)

Code violations will be reported to the Committee on Academic Misconduct.

DISENROLLMENT:

Fisher College of Business strongly enforces University attendance policies. As per University rule 3335-8-33, any student may be dis-enrolled from a course for failure to attend by the first Friday of the term, or by the 3rd instructional day of the term, or by the second class meeting, **whichever occurs first.**

REGIONAL CAMPUS COMPUTER LAB MIDTERM EXAMS:

There will be two midterm exams. The exams will take place at your local campus. The midterms will take place at our normal classroom time on Monday nights from 5:30 – 6:50PM. You will have an hour and 20 minutes to complete each midterm. Here are the 2 midterm dates:

Week 6 – Monday, February 10th at 5:30 – 6:50PM

Week 12 – Monday, March 23rd at 5:30 – 6:50PM

The midterms will be 100 points each. Each midterm is not cumulative. You will be provided with a formula sheet; you cannot bring your own. Scrap paper will be provided by the testing center. The only item that you will need to bring is your TI BA-II financial calculator.

Final Exam:

Proctored at your Regional Campus at their Computer Lab on Monday, April 27th from 5:30-6:50 p.m.

The final exam will be 100 points. The final exam is not cumulative; it will just cover Chapters 14, 15, 17 & 28. You will be provided with a formula sheet at the Computer Lab; you cannot bring your own. Scrap paper will be provided by the testing center. The only item that you will need to bring is your TI BA-II financial calculator.

Midterm and Final Exam rules: You should be in your Proctored Computer Lab seat 5 minutes before the exam starts. All electronic devices other than your TI BA-II financial calculator must be turned off and put away during exams. All other course materials must be out of sight. All hats and hoods must be off your head. Your exam grades will be posted on Canvas.

Individual Chapter ConceptClip Quizzes:

There will be **39 ConceptClip Quiz questions worth 3-points per question online in MindTap**. You will have unlimited attempts to answer each question correctly. Due dates are listed on the Class Calendar page. All Chapter ConceptClip Quizzes are due at 11:59pm on the due date. The Chapter ConceptClip Quizzes will be posted on Canvas. **Late assignments will be not be accepted by Canvas.**

Chapter ConceptClip Quiz due dates/times:

Chapter 4 due 11:59pm Sunday 1/19

Chapter 7 due 11:59pm Sunday 2/2

Chapter 8 due 11:59pm Sunday 2/9

Chapter 9 due 11:59pm Sunday 2/16

Chapter 10 due 11:59pm Sunday 2/23

Chapter 11 due 11:59pm Sunday 3/1

Chapter 12 due 11:59pm Sunday 3/8

Chapter 13 due 11:59pm Sunday 3/22

Chapters 28 due 11:59pm Sunday 4/19

Group Problem Sets:

There will be **5 20-point online quizzes in Canvas**. Due dates are listed on the Class Calendar page. All Group Problem Sets will be due at 11:59pm on the due date. The Group Problem Sets will be posted on Canvas. **Late assignments will be not be accepted by Canvas.**

Group Problem Set due dates/times:

Group Problem Set 1: Ch. 3, 4 & 5 due 11:59pm Sunday 2/2

Group Problem Set 2: Ch. 9-10, due 11:59pm Sunday 3/1

Group Problem Set 3: Ch. 11-12, due 11:59pm Sunday 3/22

Group Problem Set 4: Ch. 14-15, due 11:59pm Sunday 4/12

Group Problem Set 5: Ch. 17-28, due 11:59pm Sunday 4/19

When you submit your answers on Canvas, you will get your score immediately. **After** the deadline passes, you will be able to view a report on Canvas showing which questions you answered incorrectly and what the correct answers to those problems were. Those are the only problems you will be able to view.

Grading (628 total points available):	Points:
Introduction to Group Discussion Board	10
Lecture	50
ConceptClip Quizzes	105
Chapter 7 End-of-the-Chapter Problems	23
Stock Selection Assignment	20
Mid-Semester Reflection Paper	10
End-Of-Semester Reflection Paper	10
Group Problem Sets	100
Midterm 1	100
Midterm 2	100
Final Exam	100
Total	628

The grade scale is as follows (in percent):

A: 100 to 93
A-: <93 to 90
B+: <90 to 87
B: <87 to 83
B-: <83 to 80
C+: <80 to 77
C: <77 to 73
C-: <73 to 70
D+: <70 to 67
D: <67 to 60
E: <60 to 0

Tentative Class Calendar:

Week 1	<p>Monday, January 6th at 5:30PM</p> <ul style="list-style-type: none"> Please attend the first day of this class at your Regional Campus on Monday, January 6th at 5:30PM. I will be taking attendance, going over the syllabus, ConceptClip Quizzes, End-Of-Chapter Problem sets and your group assignments. <p>This week we will be covering Chapter's 1 & 2 - Intro. to Finance and Role Financial Markets</p> <ul style="list-style-type: none"> Readings – Please read all of Chapter's 1 & 2 Videos – Chapter summary videos and slides <p>Sunday, January 12th by 11:59PM (EST) the Introduction to your Group's Discussion Board are due</p>
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Week 2	<p>Monday, January 13th from 5:30 - 6:50PM Lecture over Chapter's 3 & 4</p> <p>This week we will be covering Chapter's 3 & 4 - Investment Banking and Securities Markets</p> <ul style="list-style-type: none"> • Readings – Please read all of Chapter's 3 & 4 • Videos – Chapter summary videos and slides <p>Sunday, January 19th by 11:59PM (EST) the Chapter 4 ConceptClip Quizzes are due</p>
Week 3	<p>Monday, January 20th NO LECTURE FOR THIS EVENING AS IT IS A HOLIDAY.</p> <p>This week we will be covering Chapter 5 – Federal Reserve</p> <ul style="list-style-type: none"> • Readings - please read all of Chapter 5 • Videos – Chapter summary videos and slides <p>Sunday, January 26th by 11:59PM (EST) the Stock Selection Assignment is due</p>
Week 4	<p>Monday, January 27th from 5:30 - 6:50PM Lecture over Chapter's 5 & 7</p> <p>This week we will be covering Chapter 7 – Time Value of Money</p> <ul style="list-style-type: none"> • Readings - Please read all of Chapter 7 • Videos – Chapter summary videos and slides <p>Sunday, February 2nd by 11:59PM (EST) the Chapter 7 ConceptClip Quizzes & 1st Group Problem Set covering chapters 3, 4 and 5 are due</p>
Week 5	<p>Monday, February 3rd from 5:30 - 6:50PM Lecture over Chapter 8 & Exam Review</p> <p>This week we will be covering Chapter 8 – Risk and Its Measurement</p> <ul style="list-style-type: none"> • Readings - Please read all of Chapter 8 • Videos – Chapter summary videos and slides <p>Sunday, February 9th by 11:59PM (EST) the Chapter 8 ConceptClip Quizzes & Chapter 7 End-of-Chapter Problems are due</p>
Week 6	<p>Monday, February 10th from 5:30 – 6:50PM</p> <p>This week we will be taking Midterm 1 and covering Chapter 9 – Analysis of Financial Statements – Ratio Analysis</p> <ul style="list-style-type: none"> • MIDTERM 1 (Ch. 3-5, 7 & 8): This will be taken at your Regional Campus at 5:30 – 6:50PM. • Readings – Please read all of Chapter 9 • Videos – Chapter summary videos and slides <p>Sunday, February 16th by 11:59PM (EST) the Chapter 9 ConceptClip Quizzes are due</p>
Week 7	<p>Monday, February 17th from 5:30 - 6:50PM Lecture over Chapter's 9 & 10</p> <p>This week we will be covering Chapter 10 – The Features of Stock</p> <ul style="list-style-type: none"> • Readings - Please read all of Chapter 10 • Videos – Chapter summary videos and slides <p>Sunday, February 23rd by 11:59PM (EST) the Chapter 10 ConceptClip Quizzes are due</p>
Week 8	<p>Monday, February 24th from 5:30 - 6:50PM Lecture over Chapter's 11 & 12</p> <p>This week we will be covering Chapter 11 – Stock Valuation</p> <ul style="list-style-type: none"> • Readings - Please read all of Chapter 11 • Videos – Chapter summary videos and slides <p>Sunday, March 1st by 11:59PM (EST) the Chapter 11 ConceptClip Quizzes & 2nd Group Problem Set covering chapters 9 and 10 are due</p>

Week 9	<p>Monday, March 2nd NO LECTURE FOR THIS EVENING.</p> <p>This week we will be covering Chapter 12 – The Features of Long-Term Debt-Bonds</p> <ul style="list-style-type: none"> • Readings - Please read all of Chapter 12 • Videos – Chapter summary videos and slides <p>Sunday, March 8th by 11:59PM (EST) the Chapter 12 ConceptClip Quizzes and Mid-Semester Reflection Paper are due</p>
Week 10	<p>Monday, March 9th</p> <p style="text-align: center;">SPRING BREAK</p> <p>Sunday, March 15th</p>
Week 11	<p>Monday, March 16th from 5:30 - 6:50PM Lecture over Chapter 13 & Exam Review</p> <p>This week we will be covering Chapter 13 – Bond Pricing & Yields</p> <ul style="list-style-type: none"> • Readings - Please read all of Chapter 13 • Videos – Chapter summary videos and slides <p>Sunday, March 22nd by 11:59PM (EST) the Chapter 13 ConceptClip Quizzes & 3rd Group Problem Set covering chapters 11 and 12 are due</p>
Week 12	<p>Monday, March 23rd from 5:30 – 6:50PM</p> <p>This week we will be taking Midterm 2 and covering Chapter 14 – Preferred Stock</p> <ul style="list-style-type: none"> • MIDTERM 2 (Ch. 9-13): This will be taken at your Regional Campus at 5:30 – 6:50PM. • Readings – Please read all of Chapter 14 • Videos – Chapter summary videos and slides <p>Sunday, March 29th by 11:59PM (EST) please read Chapter 14. Nothing is due this week.</p>
Week 13	<p>Monday, March 30th from 5:30 - 6:50PM Lecture over Chapter's 14 & 15</p> <p>This week we will be covering Chapter 15 – Convertible Securities</p> <ul style="list-style-type: none"> • Readings - Please read all of Chapter 15 • Videos – Chapter summary videos and slides <p>Sunday, April 5th by 11:59PM (EST) the Follow-up to the Stock Selection Assignment is due</p>
Week 14	<p>Monday, April 6th from 5:30 - 6:50PM Lecture over Chapter's 17 & 28</p> <p>This week we will be covering Chapter's 17 – Investment Companies</p> <ul style="list-style-type: none"> • Readings - Please read all of Chapter 17 • Videos – Chapter summary videos and slides <p>Sunday, April 12th by 11:59PM (EST) the 4th Group Problem Set covering chapters 14 and 15 are due</p>
Week 15	<p>Monday, April 13th NO LECTURE FOR THIS EVENING.</p> <p>This week we will be covering Chapter 28 – Options: Puts & Calls</p> <ul style="list-style-type: none"> • Readings - Please read all of Chapter 28 • Videos – Chapter summary videos and slides <p>Sunday, April 19th by 11:59PM (EST) the Chapter 28 ConceptClip Quizzes & 5th Group Problem Set covering chapters 17 and 28 are due</p>

Week 16	<p>Monday, April 20th from 5:30 - 6:50PM Review Lecture for the Final Exam</p> <p>This week we will be reviewing and preparing for the Final Exam.</p> <p>Monday, April 20th by 11:59PM (EST) the End-Of-Semester Reflection Paper is due</p>
Week 17	<p>Monday, April 27nd from 5:30 – 6:50PM</p> <p>This week we will be taking the Final Exam.</p> <ul style="list-style-type: none"> • FINAL EXAM (Ch. 14,15, 17 & 28): This will be taken at your Regional Campus at 5:30 – 6:50PM.