



SYLLABUS BUSFIN 6230

Accounting & Finance
Autumn 2018 – Online

COURSE OVERVIEW

Instructor

Instructor: Tod Schneider

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Office hours: Monday 1:00 – 3:00pm

Course description

This course is a hybrid of online lectures and discussion with in-person meeting on every other Saturday. It is a required course with a focus on financial and managerial accounting as well as finance. After taking this course, students will understand the fundamentals of accounting (managerial and financial) and finance. The course will cover defining financial data, transforming data into information and leveraging financial information to make financial decisions. Students will have hands-on experience with various types of real-world financial data and build a detailed discounted cash flow model.

Course learning outcomes

Upon completion of this course, students should be capable of:

1. Understanding key financial and managerial accounting principles
 - a. Discussing the importance accounting (financial & cost)
 - b. Defining financial statements (income statement, balance sheet, cash flow statement)
 - c. Mapping financial data to financial statement accounts
2. Transforming financial data into information to inform/make decisions
 - a. Discussing the data to decision process
 - b. Calculating and interpreting financial statement ratios

3. Understanding types of costs and performing cost analysis
 - a. Defining types of cost (fixed, variable, mixed)
 - b. Calculating and comparing cost estimation approaches
 - c. Performing break-even analysis
4. Understanding and applying the time value of money concept
 - a. Defining the time value of money
 - b. Applying the time value of money concept to corporate finance problems (make vs. buy & cost savings)
 - c. Building a financial model (discounted cash flow)

HOW THIS COURSE WORKS

Mode of delivery: This course is a hybrid online and in-class course with 75% of the instruction delivered online and 25% on-campus in-class. There are no required sessions when you must be logged in to Carmen at a scheduled time.

Pace of online activities: This course is divided into **weekly modules** that are released two week ahead of time. Students are expected to keep pace with weekly deadlines but may schedule their efforts freely within that time frame.

Credit hours and work expectations: This is a **3-credit-hour course**. According to [Ohio State policy](#), students should expect around 3 hours per week of time spent on direct instruction (instructor content and Carmen activities, for example) in addition to 6 hours of homework (reading and assignment preparation, for example) to receive a grade of average.

Attendance and participation requirements: Because this is an online course, your attendance is based on your online activity and participation. The following is a summary of everyone's expected participation:

- **Participating in online activities for attendance: AT LEAST ONCE PER WEEK**
You are expected to log in to the course in Carmen every week. (During most weeks you will probably log in many times.) If you have a situation that might cause you to miss an entire week of class, discuss it with me *as soon as possible*.
- **Live sessions: 3 MEETINGS**
All live, scheduled events for the course are required.
- **Office hours and participating in discussion forums: OPTIONAL**
As part of your participation, each week we suggest you participate class discussion on the discussion forum on Carmen.

COURSE MATERIALS AND TECHNOLOGIES

Textbooks

- [Financial Statements: A Step-by-Step Guide to Understanding and Creating Financial Reports](#)
- [HBR Guide to Finance Basics for Mangers](#)
- [The Little Book of Valuation](#)

Course technology

For help with your password, university e-mail, Carmen, or any other technology issues, questions, or requests, contact the OSU IT Service Desk. Standard support hours are available at <https://ocio.osu.edu/help/hours>, and support for urgent issues is available 24x7.

- **Self-Service and Chat support:** <http://ocio.osu.edu/selfservice>
- **Phone:** 614-688-HELP (4357)
- **Email:** 8help@osu.edu
- **TDD:** 614-688-8743

BASELINE TECHNICAL SKILLS FOR ONLINE COURSES

- Basic computer and web-browsing skills
- Basic [database](#) search skills
- Navigating Carmen

TECHNOLOGY SKILLS NECESSARY FOR THIS SPECIFIC COURSE

- CarmenConnect text, audio, and video chat

REQUIRED EQUIPMENT

- Computer: current Mac (OS X) or PC (Windows 7+) with high-speed internet connection

REQUIRED SOFTWARE

- [Microsoft Office 365](#): All Ohio State students are now eligible for free Microsoft Office 365 ProPlus through Microsoft's Student Advantage program. Full instructions for downloading and installation can be found <https://ocio.osu.edu/kb04733>.

GRADING AND FACULTY RESPONSE

How your grade is calculated

ASSIGNMENT CATEGORY	POINTS
Accounting quizzes (week 1, 2, 3)	30
Group presentations (week 4,7)	20
Group DCF model	20
Corporate Finance quiz	10
Discussion / Participation	10
Limitations of Accounting paper	5
Peer review	5
Total	100

Quizzes: assess understanding of concepts covered in class through application. Quizzes will be completed individually and consist of a combination of multiple choice, fill in the blank and file upload.

Group presentations: Groups (4-5 students) will present a corporate finance case and discounted cash flow valuation. Detailed instructions will be posted on Carmen.

Group DCF model: Group will build a DCF model. Detailed instructions will be posted on Carmen.

Discussion / Participation: Discussion and participation grades will be based on the quality of online and in-class participation.

Limitations of accounting paper: Detailed instructions posted on Carmen.

Peer review: serves to mitigate the free-rider problem. Each student is provided 100 points to distribute to members of the team. In the event points are not distributed evenly, please provide commentary to constructively explain view supported by evidence.

Late assignments

Late submission can get at most 50% of the grade.

Grading scale

Letter Grade	%	GPE %	Letter Grade	%	GPE %
A	= 93 - 100	4.0	C+	= 77-79.99	2.3
A -	= 90 - 92.99	3.7	C	= 73-76.99	2.0
B+	= 87 - 89.99	3.3	C-	= 70-72.99	1.7
B	= 83 - 86.99	3.0	D+	= 67-69.99	1.3
B-	= 80 - 82.99	2.7	D	= 63-66.99	1.0

Faculty feedback and response time

I am providing the following list to give you an *idea* of my intended availability throughout the course. (Remember that you can call **614-688-HELP** if you encounter any technical issues)

- **Grading and feedback:** For large weekly assignments, you can generally expect feedback within **7 days**.
- **E-mail:** I do my best to reply to e-mails within **48 hours**.

OTHER COURSE POLICIES

Discussion and communication guidelines

The following are my expectations for how we should communicate as a class. Above all, please remember to be respectful and thoughtful.

- **Writing style:** While there is no need to participate in class discussions as if you were writing a research paper, you should remember to write using good grammar, spelling, and punctuation. A more conversational tone is fine for non-academic topics.
- **Tone and civility:** Let's maintain a supportive learning community where everyone feels safe and where people can disagree amicably. Remember that sarcasm doesn't always come across online.
- **Citing your sources:** When we have academic discussions, please cite your sources to back up what you say. (For the textbook or other course materials, list at least the title and page numbers. For online sources, include a link.)
- **Backing up your work:** Consider composing your academic posts in a word processor, where you can save your work, and then copying into the Carmen discussion.

Academic integrity policy

POLICIES FOR THIS ONLINE COURSE

- **Quizzes:** You must complete the quizzes yourself, without any external help or communication.
- **Written assignments:** Your written assignments, including discussion posts, should be your own original work. In formal assignments, you should follow APA style to cite the ideas and words of your research sources. You are encouraged to ask a trusted person to proofread your assignments before you turn them in – but no one else should revise or rewrite your work.
- **Reusing past work:** In general, you are prohibited in university courses from turning in work from a past class to your current class, even if you modify it. If you want to build on past research or revisit a topic you've explored in previous courses, please discuss the situation with me.
- **Falsifying research or results:** All research you will conduct in this course is intended to be a learning experience; you should never feel tempted to make your results or your library research look more successful than it was.
- **Collaboration and informal peer-review:** The course includes many opportunities for informal collaboration with your classmates. While study groups and peer-review of major written projects is encouraged, remember that comparing answers on a quiz or assignment is not permitted. If you're unsure about a particular situation, please feel free just to ask ahead of time.

OHIO STATE'S ACADEMIC INTEGRITY POLICY

Academic integrity is essential to maintaining an environment that fosters excellence in teaching, research, and other educational and scholarly activities. Thus, The Ohio State University and the Committee on Academic Misconduct (COAM) expect that all students have read and understand the University's *Code of Student Conduct*, and that all students will complete all academic and scholarly assignments with fairness and honesty. Students must recognize that failure to follow the rules and guidelines established in the University's *Code of Student Conduct* and this syllabus may constitute "Academic Misconduct."

The Ohio State University's *Code of Student Conduct* (Section 3335-23-04) defines academic misconduct as: "Any activity that tends to compromise the academic integrity of the University, or subvert the educational process." Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination. Ignorance of the University's *Code of Student Conduct* is never considered an "excuse" for academic misconduct, so I recommend that you review the *Code of Student Conduct* and, specifically, the sections dealing with academic misconduct.

If I suspect that a student has committed academic misconduct in this course, I am obligated by University Rules to report my suspicions to the Committee on Academic

Misconduct. If COAM determines that you have violated the University's *Code of Student Conduct* (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the University.

If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me.

Other sources of information on academic misconduct (integrity) to which you can refer include:

- The Committee on Academic Misconduct web pages ([COAM Home](#))
- *Ten Suggestions for Preserving Academic Integrity* ([Ten Suggestions](#))
- *Eight Cardinal Rules of Academic Integrity* (www.northwestern.edu/uacc/8cards.htm)

Copyright disclaimer

The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes associated with the course. Copyright law must be considered before copying, retaining, or disseminating materials outside of the course.

Statement on title IX

Title IX makes it clear that violence and harassment based on sex and gender are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories (e.g., race). If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleix.osu.edu> or by contacting the Ohio State Title IX Coordinator, Kellie Brennan, at titleix@osu.edu

Your mental health

A recent American College Health Survey found stress, sleep problems, anxiety, depression, interpersonal concerns, death of a significant other and alcohol use among the top ten health impediments to academic performance. Students experiencing personal problems or situational crises during the quarter are encouraged to contact the College of Pharmacy Office of Student Services in room 150 Parks Hall (614-292-5001) OR OSU Counseling and Consultation Services (614-292-5766) for assistance, support and advocacy. This service is free and confidential.

ACCESSIBILITY ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

Requesting accommodations

If you would like to request academic accommodations based on the impact of a disability qualified under the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, contact your instructor privately as soon as possible to discuss your specific needs. Discussions are confidential. In addition to contacting the instructor, please contact the Student Life Disability Services at [614-292-3307](tel:614-292-3307) or ods@osu.edu to register for services and/or to coordinate any accommodations you might need in your courses at The Ohio State University. Go to <http://ods.osu.edu> for more information.

Accessibility of course technology

This online course requires use of Carmen (Ohio State's learning management system) and other online communication and multimedia tools. If you need additional services to use these technologies, please request accommodations with your instructor.

- [Carmen \(Canvas\) accessibility](#)
- Streaming audio and video
- Synchronous course tools

COURSE SCHEDULE

The following schedule is tentative and subject to change based on how the class progresses.

Week	Topic	Assignment
1	Introduction & Course overview Accounting introduction Financials statements	Accounting quiz 1
2	Mapping financial data Common size financial statements Financial ratios	Accounting quiz 2, ratio presentation
3	Fixed vs. variable costs Cost estimation Financial & Managerial accounting recap	Comprehensive accounting quiz
4	Break-even analysis Accounting limitations Introduction to Finance	Limitations of accounting paper
5	Net present value Cost of capital Make vs. buy decisions	Corporate finance quiz
6	Key drivers of valuation Dividend discount model Discounted cash flow model	Discounted cash flow model
7	Discounted cash flow model presentation	Discounted cash flow model presentation