



**FINA 3310: Principles of Finance
Spring 2024**

Instructor: Hinh Khieu
Section # and CRN: P02; 23960
Office Location: Agriculture and Business Multipurpose (AGBU) Building; Room 439
Office Phone: 936-261-9210
Email Address: hikhieu@pvamu.edu
Office Hours: MWF: 9:00 a.m. – 9:50 a.m.
 Or by appointments
Mode of Instruction: Face to face

Course Location: AGBU #216
Class Days & Times: MWF 1:00 p.m. – 1:50 p.m.

Catalog Description: Fundamental tools and techniques applicable to financial planning of businesses. Covers valuation of securities, risk-return relationship, capital budgeting, management of current assets and liabilities with extension to international areas

Prerequisites: ACCT 2302 or ACCT 2123 with a minimum grade of C
Co-requisites: none

Required Texts:

1. Besley, Scott and Brigham, Eugene, **Principles of Finance**, 6th edition, South-Western Cengage Learning, 2015. ISBN: 978-1-285-42964-9.
2. TI BA II Plus financial calculator is **highly recommended**.

Recommended Texts: Reading of Wall Street Journal or other reliable business journals is strongly recommended.

Student Learning Outcomes:

	Upon successful completion of this course, students will be able to:	Program Learning Outcome # Alignment
1	Identify and understand financial securities, markets and institutions	BBA #1: Mastery of content
2	Understand and think critically of interest rates and their determination	BBA #1: Mastery of content
3	Understand the Federal Reserve System and its role in the economy	BBA #1: Mastery of content
4	Identify the role and objectives of financial management	BBA #1: Mastery of content

5	Analyze financial statement of a corporation	BBA #1: Mastery of content
6	Understand and evaluate the time value of money	BBA #1: Mastery of content
7	Compute the value of bonds and stocks	BBA #1: Mastery of content
8	Analyze risk and return relationship of securities	BBA #1: Mastery of content
9	Understand capital budgeting techniques and their application	BBA #1: Mastery of content
10	Learn foreign exchange rates, exchange risk, and hedging	BBA #1: Mastery of content

Major Course Requirements

Method of Determining Final Course Grade

Course Grade Requirement	Points
1) Quizzes or homework or both	120
2) Bloomberg Market Concepts	60
3) Article portfolio	40
4) Exams (3)	360
Total:	580

Grading Criteria and Conversion:

A = 90-100%

B = 80-89.99%

C = 70-79.99%

D = 60-69.99%

F = Below 60%

- Granting of “I” Status

An incomplete status (I) is allowed only in case of a documented medical or other emergencies. It is not automatic and requires approval of the instructor. You must be passing the course in the tests/quizzes/homework taken in order for “I” to be granted.

- If a student has stopped attending the course (i.e., “stopped out”) at any point after the first day of class but did not officially withdraw from the course and has missed assignments and exams and performed below the grade level of a D, a grade of FN (failed – non-attendance) will be assigned for the final course grade to ensure compliance with the federal Title IV financial aid regulations. In contrast, if the student has completed all assignments and exams, but performed below the grade level of a D, a grade of F will be assigned for the final course grade.

Detailed Description of Major Assignments:

Grade Requirement	Description
Quizzes and homework	There will be quizzes or homework over what was covered in the last week, or the chapter just finished. It is the student’s responsibility to be aware of announcements on due dates of quizzes or homework. There are no makeup quizzes or homework.
Bloomberg Market Concepts	You need to create an account for Bloomberg at NWHC or main campus Bloomberg terminal. After that, you will complete Bloomberg Market Concepts (BMC), which is a series of six video modules and embedded quizzes on

Economic Indicators, Currencies, Fixed Income, Equities, Terminal Basics, and Portfolio Management. The Bloomberg assignment is self-paced and can be finished in eight hours. You can do so in non-continuous sittings. To get credit for the course and the BMC certificate, you need to complete the first four modules. Once you have completed the assignment, you must download the PDF certificate and upload it on Canvas. Without the PDF certificate, you will not earn any credit for the assignment.

You can start the Bloomberg assignment any time within the semester. However, the assignment must be completed and submitted by **11:59 p.m. March 8, 2024. Please start early and do not procrastinate.**

Below is the link to learn more about BMC.

<https://www.bloomberg.com/professional/product/bloomberg-market-concepts/>

Article portfolio	The requirements for this individual portfolio are posted on eCourses. The portfolio can be turned in any time up to 11:59 p.m. April 5, 2024.
Exams	There will be two non-cumulative exams and a comprehensive final exam. Exams 1 and 2 are worth 100 points each. Exam 3 (final exam) is worth 200 points. Please note that no make-up exams will be administered. Unexcused absences will result in a zero for the exam. Missed points for graded work due to absences that have valid excuses recognized by the University will be carried over to the next exam or, in case that no other exam is upcoming, to the final comprehensive exam. The final exam will be cumulative and compulsory. If you miss the final exam without prior approval, you fail the course no matter what your standing in the course before the exam is.

Course Procedures or Additional Instructor Policies

Calculator Policy

- Students are recommended to use BA TI II Plus calculators because PowerPoint lectures will illustrate some time value of money-related problems using that type of calculator.

Questions and Answers

- Please email me any questions regarding the course. I will respond to your questions no later than two business days unless I am out of town on a business trip.

Feedback on assignments and grade communication

- Assignments will receive feedback and grades within one week of the deadline for submission. Projects will receive feedback and grades within two weeks of the deadline for submission. All grades (except those on the final exam) are posted on eCourses.

Other Course Policies

- It is the student's responsibility to solve and understand the Questions and Problems at the end of each chapter to solidify your understanding of the concepts and master the techniques to solve financial

problems. I can always help guide you through the problems. Please note that I will not give out solutions until you show that you have attempted to solve them on your own first.

- Communication, if any, sent via e-mail from the instructor will be sent to your PVAMU e-mail address only. You are cautioned not to use the email address other than that provided by PVAMU since I reserve the right to delete, without reading, email messages with user names and addresses I deem illegitimate. You are required to frequently at least 3 times a week. Quizzes, lecture materials, and other class work deadlines may be announced via messages sent to your PVAMU email addresses.
- No use of cell phone or any smart devices (texting, calling, surfing, etc.) during exams is permitted.

Academic Dishonesty Policy

- Please note that academic cheating is not tolerated in this course. A definition of what constitutes cheating can be found toward the end of this syllabus or in the University's Student Handbook. If you are not sure whether what you are doing is considered a form of cheating, please talk to me and I will be happy to clarify that with you. ***A student caught cheating in any course work in this course will receive an F grade for the whole course, even though the cheating incident occurs just once.***

University Calendar - Important Dates

- Instruction Begins: August 16, Tuesday for the University; April 17, Wednesday for this course.
- Last date to withdraw from a course without academic record: January 31, Wednesday.
- Final date to apply for Spring 2024 graduation: March 26, Tuesday.
- Dates to withdraw from a course with a "W": April 26, Friday (You will receive a grade if the course is not officially dropped by this date)
- Last class day: April 26, Friday.
- Final Exam: Exact date to be announced. The exam week is from April 30 through May 8.
- Commencement: May 11, Saturday.

COB Tutorial and Student Support

- **Center for Business Communication and Tutorial Center** [Room 200, AGBU Building, 936-261-9267]

If you need someone who reviews or critiques your writing assignment, you are encouraged to visit the Center for Business Communication during the posted hours. Tutorial assistance is provided for COB students with class and professional assignments such as resume writing, essays, reports, articles, biographical sketches, research papers, outlines, memoranda, book reviews and various business correspondences. Tutors are available for certain COB classes (namely, accounting, finance, economics, statistics, management systems, production management, MIS) during the posted hours. Some tutors are also available in the John B. Coleman Library. Take advantage of this valuable resource made available by the College of Business.

- **Academic Enhancement, Progress Monitoring & Achievement Planning** [Room 453, AGBU Building]

The College of Business has full-time dedicated personnel to help students succeed academically. Any student who is falling behind on his/her studies or having trouble coping academically is encouraged to seek the office's help. Students can stop by at any time during working hours and should not wait until the end of the semester or the point of no return to seek help. The office can help in establishing study schedule, time management, goal setting, mentoring among many things. For questions or further details please contact Mrs. Carolyn S. Davis at (936) 261-9237 or via email at csdavis@pvamu.edu.

- **Homework Lab** [Room 332, AGBU Building]

The College of Business has a homework lab with computers available for student use during the posted hours. Students with technical problems may contact the on-site [lab technician](#) for immediate assistance. Hours of Operation (Lab Technician present): Monday - Thursday 8:00 a.m. - 7:00 p.m., Friday 8:00 a.m. - 5:00 p.m., Saturday 10:00 a.m. - 2:00 p.m.

- **Student Organizations**

Several student organizations such National Association of Black Accountants (NABA), Finance Students Association, Association of Information Technology Professionals (AITP), American Marketing Association (AMA), Phi Beta lambda, and Toastmasters Club are operational at the COB. Join these clubs and sharpen your teamwork and leadership skills.

University-wide Student Support and Success

John B. Coleman Library

The John B. Coleman Library's mission is to enhance the scholarly pursuit of knowledge, to foster intellectual curiosity, and to promote life-long learning and research through our innovative services, resources, and cultural programs, which support the Prairie View A&M University's global mission of teaching, service, and research. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty. Website: <https://www.pvamu.edu/library/>; Phone: 936-261-1500

Academic Advising Services

Academic Advising Services offers students a variety of services that contribute to student success and leads towards graduation. We assist students with understanding university policies and procedures that affect academic progress. We support the early alert program to help students get connected to success early in the semester. We help refer students to the appropriate academic support services when they are unsure of the best resource for their needs. Faculty advisors support some students in their respective colleges. Your faculty advisor can be identified in PantherTracks. Advisors with Academic Advising Services are available to all students. We are located across campus. Find your advisor's location by academic major at www.pvamu.edu/advising. Phone: 936-261-5911

The University Tutoring Center

The University Tutoring Center (UTC) offers free tutoring and academic support to all registered PVAMU students. The mission of the UTC is to help provide a solid academic foundation that enables students to become confident, capable, independent learners. Competent and caring staff and peer tutors guide students in identifying, acquiring, and enhancing the knowledge, skills, and attitudes needed to reach their desired goals. Tutoring and academic support are offered face-to-face in the UTC, in virtual face-to-face sessions (<https://www.pvamu.edu/student-success/sass/university-tutoring-center/>), and through online sessions (<https://www.pvamu.edu/pvplace/>). Other support services available for students include Supplemental Instruction, Study Break, Academic Success Workshops, and Algebra Study Jam. Location: J. B. Coleman Library, Rm. 307; Phone: 936-261-1561; Email: pvtutoring@pvamu.edu; Website: <https://www.pvamu.edu/student-success/sass/university-tutoring-center/>

Writing Center

The Writing Center provides well-trained peer tutors to assist students with writing assignments at any stage of the writing process. Tutors help students with various writing tasks from understanding assignments, brainstorming, drafting, revising, editing, researching, and integrating sources. Students have free access to Grammarly online writing assistance. Grammarly is an automated proofreading and plagiarism detection tool. Students must register for Grammarly by using their student email address. In addition, students have

access to face-to-face and virtual tutoring services either asynchronously via email or synchronously via Zoom. Location: J. B. Coleman Library, Rm. 209; Phone: 936-261-3724; Website: <https://www.pvamu.edu/student-success/writing-center/>; Grammarly Registration: <https://www.grammarly.com/enterprise/signup>

Academic Early Alert

Academic Early Alert is a proactive system of communication and collaboration between faculty, academic advisors, and PVAMU students that is designed to support student success by promptly identifying issues and allowing for intervention. Academic Early Alerts help students by providing a central location to schedule advising appointments, view advisor contact information, and request assistance. Students who recognize that they have a problem that is negatively affecting their academic performance or ability to continue school may self-refer an Academic Early Alert. To do so, students will log in to PV Place and click on Academic Early Alert on the left sidebar. Phone: 936-261-5902; Website: <https://www.pvamu.edu/student-success/early-alert/>

Student Counseling Services

The Student Counseling Services unit offers a range of services and programs to assist students in maximizing their potential for success: short-term individual, couples, and group counseling, as well as crisis intervention, outreach, consultation, and referral services. The staff is licensed by the State of Texas and assists students who are dealing with academic skills concerns, situational crises, adjustment problems, and emotional difficulties. Information shared with the staff is treated confidentially and in accordance with Texas State Law. Location: Hobart Taylor, 2nd floor; Phone: 936-261-3564; Website: <https://www.pvamu.edu/healthservices/student-counseling-services/>

Office of Testing Services

Testing Services serves to create opportunities by offering a suite of exams that aid in the students' academic and professional success. Currently, we administer entrance (HESI A2), college readiness (TSI assessment), Prior Learning (CLEP, DSST), and proctored exams. Location: Wilhelmina Delco, 3rd Floor, Rm. 305; Phone: 936-261-3627; Email: aetesting@pvamu.edu; Website: www.pvamu.edu/testing

Office of Diagnostic Testing and Disability Services

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides reasonable accommodation of their disabilities. If you believe you have a disability requiring accommodation, contact the Office of Disability Services. As a federally mandated educational support unit, the Office of Disability Services serves as the repository for confidential disability files for faculty, staff, and students. For persons with a disability, the Office develops individualized ADA letters of request for accommodation. Other services include learning style inventories, awareness workshops, accessibility pathways, webinars, computer laboratory with adapted hard and software, adapted furniture, proctoring non-standardized test administrations, ASL interpreters, ALDs, digital recorders, Livescribe, and a comprehensive referral network across campus and the broader community. Location: Hobart Taylor, Rm. 1D128; Phone: 936-261-3583; Website: <https://www.pvamu.edu/disabilityservices/>

Center for Instructional Innovation and Technology Services (CIITS)

Distance Learning, also referred to as Distance Education, is the employment of alternative instructional delivery methods to extend programs and services to persons unable to attend college in the traditional manner. The Center for Instructional Innovation and Technology Services (CIITS) supports student learning

through online, hybrid, web-assist, and 2-way video course delivery. For more details and contact information, visit:

<https://www.pvamu.edu/dlearning/distance-learning-2-2/students-2/>; Phone: 936-261-3283

Veteran Affairs

Veterans Services works with student veterans, current military, and military dependents to support their transition to the college environment and continued persistence to graduation. The Office coordinates and certifies benefits for both the G.I. Bill and the Texas Hazlewood Act. Location: Evans Hall, Rm. 102; Phone: 936-261-3563; Website: <https://www.pvamu.edu/sa/departments/veteranaffairs/>

Office for Student Engagement

The Office for Student Engagement delivers comprehensive programs and services designed to meet the co-curricular needs of students. The Office implements inclusive and accessible programs and services that enhance student development through exposure to and participation in diverse and relevant social, cultural, intellectual, recreational, community service, leadership development, and campus governance. Location: Memorial Student Center, Rm. 221; Phone: 936-261-1340; Website: <https://www.pvamu.edu/studentengagement/>

Career Services

Career Services supports students through professional development, career readiness, and placement and employment assistance. The Office provides one-on-one career coaching, interview preparation, resume and letter writing, and career exploration workshops and seminars. Services are provided for students at the Northwest Houston Center and College of Nursing in the Medical Center twice a month or on a requested basis. Distance Learning students are encouraged to visit the Career Services website for information regarding services provided. Location: Anderson Hall, 2nd floor; Phone: 936-261-3570; Website: <https://www.pvamu.edu/careerservices/>

University Rules and Procedures

Academic Misconduct

Academic dishonesty is defined as any form of cheating or dishonesty that has the effect or intent of interfering with any academic exercise or fair evaluation of a student's performance. The college faculty can provide additional information, particularly related to a specific course, laboratory, or assignment.

You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with the *University Administrative Guidelines on Academic Integrity*, which can be found on the [Academic Integrity webpage](#). Students who engage in academic misconduct are subject to university disciplinary procedures. As listed in the *University Administrative Guidelines on Academic Integrity*, the University Online Catalog, and the Student Code of Conduct, the following are examples of prohibited conduct. This list is not designed to be all-inclusive or exhaustive. In addition to academic sanctions, any student found to have committed academic misconduct that is also a violation of criminal law may also be subject to disciplinary review and action by the Office of Student Conduct (as outlined in the Student Code of Conduct).

Forms of Academic Dishonesty:

1. **Cheating:** Deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not learned, giving or receiving aid unauthorized by the instructor on assignments or examinations. Examples: unauthorized use of notes for a test; using a "cheat

sheet" on a quiz or exam; any alteration made on a graded test or exam which is then resubmitted to the teacher;

2. **Plagiarism:** Careless or deliberate use of the work or the ideas of another; representation of another's work, words, ideas, or data as your own without permission or appropriate acknowledgment. Examples: copying another's paper or answers, failure to identify information or essays from the internet and submitting or representing it as your own; submitting an assignment which has been partially or wholly done by another and claiming it as yours; not properly acknowledging a source which has been summarized or paraphrased in your work; failure to acknowledge the use of another's words with quotation marks;
3. **Collusion:** When more than one student or person contributes to a piece of work that is submitted as the work of an individual;
4. **Conspiracy:** Agreeing with one or more persons to commit an act of academic/scholastic dishonesty; and
5. **Multiple Submission:** Submission of work from one course to satisfy a requirement in another course without explicit permission. Example: using a paper prepared and graded for credit in one course to fulfill a requirement and receive credit in a different course.

Nonacademic Misconduct

The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either (1) the instructor's ability to conduct the class, (2) the inability of other students to profit from the instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. The Office of Student Conduct will adjudicate such incidents under nonacademic procedures.

Sexual Misconduct

Sexual harassment of students and employees at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating the university's sexual harassment policy will be subject to disciplinary action. In accordance with the Texas A&M University System guidelines, your instructor is obligated to report to the Office of Title IX Compliance (titleixteam@pvamu.edu) any instance of sexual misconduct involving a student, which includes sexual assault, stalking, dating violence, domestic violence, and sexual harassment, about which the instructor becomes aware during this course through writing, discussion, or personal disclosure. The faculty and staff of PVAMU actively strive to provide a learning, working, and living environment that promotes respect that is free from sexual misconduct, discrimination, and all forms of violence. If students, faculty, or staff would like assistance or have questions, they may contact the Title IX Coordinator at 936-261-2144 or titleixteam@pvamu.edu. More information can be found at www.pvamu.edu/titleix, including confidential resources available on campus.

Protections and Accommodations for Pregnant and Parenting Students

The U.S. Department of Education's Office for Civil Rights (OCR) enforces, among other statutes, Title IX of the Education Amendments of 1972. Title IX protects people from discrimination based on sex, sexual orientation, and gender identity in education programs or activities that receive federal financial assistance. This protection includes those who may be pregnant and parenting. Title IX states: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." Students

seeking accommodations related to pregnancy or parenting should contact the Office of Title IX for information, resources, and support at titleixteam@pvamu.edu. Additional information and/or support may be provided by the Office of Disability Services or the Office of the Dean of Students.

Non-Discrimination Statement

Prairie View A&M University does not discriminate on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, or gender identity in its programs and activities. The University is committed to supporting students and complying with The Texas A&M University System non-discrimination policy. It seeks to establish an environment that is free of bias, discrimination, and harassment. If you experience an incident of discrimination or harassment, we encourage you to report it. If you would like to speak with someone who may be able to afford you privacy or confidentiality, there are individuals who can meet with you. The Director of Equal Opportunity & Diversity has been designated to handle inquiries regarding the non-discrimination policies and can be reached at Harrington Science Building, Suite 109 or by phone at 936-261-1744 or 1792.

Class Attendance Policy (See the University Online Catalog for Full Attendance Policy)

Prairie View A&M University requires regular class attendance. Attending all classes supports the full academic development of each learner, whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video and/or the internet. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in the assignment of a grade of "F." Absences are accumulated beginning with the first day of class during regular semesters and summer terms. Each faculty member will include the University's attendance policy in each course syllabus.

Student Academic Appeals Process

Authority and responsibility for assigning grades to students rest with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the University Online Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.

Technical Considerations

Minimum Recommended Hardware and Software:

- Intel PC or Laptop with Windows 10 or later version; Mac with OS High Sierra*
- Smartphone or iPad/Tablet with Wi-Fi*
- High speed Internet access
- 8 GB Memory
- Hard drive with 320 GB storage space
- 15" monitor, 800x600, color or 16 bit
- Sound card w/speakers
- Microphone and recording software
- Keyboard & mouse
- Most current version of Google Chrome, Safari or Firefox

*Smartphone, Google Chrome books and Android tablets may not be supported. iPads are the only tablets supported.

Note: Be sure to enable Java & pop-ups in the Web browser preferences

Participants should have a basic proficiency of the following computer skills:

- Sending and receiving emails
- A working knowledge of the Internet
- Microsoft Word (or a program convertible to Word)
- Acrobat PDF Reader
- Windows or Mac OS
- Video conferencing software

Netiquette (online etiquette)

- Students are expected to participate in all discussions and virtual classroom chats as directed. Students are to be respectful and courteous to others on discussions boards. Foul or abusive language will not be tolerated. Do not use ALL CAPS for communicating with others AS IT CAN BE INTERPRETED AS YELLING. Avoid slang terms such as “wassup?” and texting abbreviations such as “u” instead of “you.” Limit and possibly avoid the use of emoticons. Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post and the message might be taken seriously or sound offensive.

Video Conferencing Etiquette

- When using Zoom, WebEx or other video conferencing tools, confirm the visible area is tidy, clear of background clutter, inappropriate or offensive posters, and other distractions. Ensure you dress appropriately and avoid using high traffic or noisy areas. Stay muted when you are not speaking and avoid eating/drinking during the session. Before class session begins, test audio, video and lighting to alleviate technology issues.

Technical Support

- Students should go to the [Password Reset Tool](#) if they have password issues. The page will provide instructions for resetting passwords and contact information if login issues persist. For other technical questions regarding eCourses, call the Center for Instructional Innovation and Technology Services (CIITS) at 936-261-3283 or email ciits@pvamu.edu.

Communication Expectations and Standards

- Emails or discussion postings will receive a response from the instructor, usually in less than 48 hours. Urgent emails should be marked as such. Check regularly for responses.

Discussion Requirement

- Online courses often require minimal to no face-to-face meetings. However, conversations about the readings, lectures, materials, and other aspects of the course can take place in a seminar fashion. This will be accomplished by the use of the discussion board.
- **It is strongly suggested** that students type their discussion postings in a word processing application such as Word and save it to their PC or a removable drive before posting to the discussion board. This is important for two reasons: 1) If for some reason your discussion responses are lost in your online course, you will have another copy; 2) Grammatical errors can be greatly minimized by the use of the spell-and-grammar check functions in word processing applications. Once the post(s) have been typed and corrected in the word processing application, copy and paste to the discussion board.

COVID-19 Campus Safety Measures

To promote public safety and protect students, faculty, and staff during the coronavirus pandemic, PVAMU has adopted policies and practices to limit virus transmission.

- **Self-reporting** – Students who test positive for COVID-19 are required to report their positive test results within 48 hours using the [PVAMU Self-Reporting Form](#). Proof of off-campus and self-administered home test results must be sent to covid-19@pvamu.edu. Proof for self-administered home test is a picture of the test with a photo ID in the same photo.
- **Self-monitoring** – Students should follow public health guidance to help slow the spread of the virus, including being vaccinated. Students who have a fever or exhibit symptoms of COVID-19 should not participate in face-to-face instruction.
- **Face Coverings** – Face coverings (KN-95, surgical mask, etc.) are highly recommended in classrooms, teaching laboratories, common spaces such as lobbies and hallways, public study spaces, libraries, academic resource and support offices, and outdoor spaces where 6 feet of physical distancing is challenging to maintain reliably.
- **Physical Distancing** – Physical distancing should be maintained between students, instructors, and others in course and course-related activities where possible.
- **Personal Illness and Quarantine** – Students required to quarantine are to participate in courses and course-related activities remotely and must not attend face-to-face course activities. Communication with the student's instructor for remote support will take place by the Office of the Assistant Vice President for Academic Engagement and Success. Students under quarantine are expected to participate in courses and complete graded work unless they have symptoms that are too severe to participate in course activities. Students experiencing personal injury or illness that is too severe for the student to attend class may qualify for an excused absence. To receive an excused absence, students must provide appropriate documentation to the Office for Student Conduct, studentconduct@pvamu.edu.
- **Questions** – For answers regarding COVID-19 policies and/or procedures, students should refer to www.pvamu.edu/coronavirus or email covid-19@pvamu.edu.

College of Business

Vision

The Prairie View A&M University College of Business strives to be among the best regional business schools in the nation by empowering students from diverse backgrounds to reach their full potential.

Mission

The Prairie View A&M University College of Business provides students from diverse academic and socioeconomic backgrounds with education that helps them become business professionals and leaders who are ethical, entrepreneurial, productive, and prepared to succeed in the global economy. The College achieves excellence through quality teaching, research, service, and engagement with the business community.

TENTATIVE CLASS SCHEDULE

DATE	Week	Day	CHAPTER/TOPIC
		1	
	READING		Chapter 1: Overview of Finance
1/15		Mon	MLK Day - no class
1/17		Wed	Introduction to course / Overview of Finance
1/19		Fri	CH 1
		2	
	READING		Chapter 2: Financial Assets (Instruments)
1/22		Mon	CH 1 (cont'd)
1/24		Wed	Chapter 6: Business Organizations and Tax Environment (pp 161-174 only)
1/26		Fri	CH 2
		3	
	READING		Chapter 3: Financial Markets and the Investment Banking Process
1/29		Mon	CH 2
1/31		Wed	CH 2
2/2		Fri	CH 3
		4	
	READING		Chapter 3: Financial Markets and the Investment Banking Process Chapter 4: Financial Intermediaries and the Banking System
2/5		Mon	CH 3
2/7		Wed	CH 3
2/9		Fri	CH 4
		5	
	READING		Chapter 4: Financial Intermediaries and the Banking System Chapter 5: Cost of Money (Interest Rates)
2/12		Mon	CH 4
2/14		Wed	CH 4
2/16		Fri	CH 5
		6	
	READING		Chapter 5: Cost of Money (Interest Rates)
2/19		Mon	CH 5
2/21		Wed	CH 5
2/23		Fri	Exam #1: Chapters 1, 2, 3, 4, 5 and 6
		7	
	READING		Chapter 9: Time Value of Money
2/26		Mon	CH 9
2/28		Wed	CH 9
3/1		Fri	CH 9
		8	
	READING		Chapter 9 (cont'd)

3/4	Mon	CH 9
3/6	Wed	CH 9
3/8	Fri	CH 9
9		
READING		
3/11	Mon	<i>Spring break - no class</i>
3/13	Wed	<i>Spring break - no class</i>
3/15	Fri	<i>Spring break - no class</i>
10		
READING Chapter 10: Valuation Concepts		
3/18	Mon	CH 10
3/20	Wed	CH 10
3/22	Fri	CH 10
11		
READING Chapter 10: Valuation Concepts		
3/25	Mon	CH 10
3/27	Wed	CH 10
3/29	Fri	Exam #2: Chapters 9 and 10
12		
READING Chapter 11: Risk and Rates of Return		
4/1	Mon	CH 11
4/3	Wed	CH 11
4/5	Fri	CH 11
13		
READING Chapter 12: The Cost of Capital		
4/8	Mon	CH 11
4/10	Wed	CH 11
4/12	Fri	CH 11
14		
READING Chapter 12: The Cost of Capital		
4/15	Mon	CH 12
4/17	Wed	CH 12
4/19	Fri	CH 12
15		
READING Chapter 13: Capital Budgeting		
4/22	Mon	CH 13
4/24	Wed	CH 13
4/26	Fri	CH 13
TBA	Final Exam - comprehensive	