

4366 Business Modeling and Decision Making

Course Description/Overview

4366 Business Modeling and Decision Making (3-0). Design and use of financial models for working capital management; cash flow projections; ratio analysis; capital budgeting; and real estate investment analysis.

This course is designed to familiarize the student with advanced computer concepts and problem-solving techniques within a business finance setting. Most examples in this course are business oriented, but the underlying problem-solving methodology and skills can be applied to each student's area of study and interest.

As a Connect designated course this course will use active learning techniques used for developing community

Prerequisite Knowledge

There are no prerequisites required.

Course Technology

This course is a Web-assisted course, delivered through the Cengage - SAM learning system. See additional information under Course Textbook and Required Readings.

Class Meeting Times

BCIS 1305-	030	050	060	BCIS 4366
Mon. Wed.	1:30	3:00		
Tues, Thurs			12:30	9:30

Technical Support

The Technology Service Center (TSC) may be contacted by calling (325) 942-2911 or 1-866-942-2911 or by email at helpdesk@angelo.edu SAM Support may be contacted at 800.654.9706, (option 5 followed by option 1).

Faculty/Instructor Information

Vincent Mangano

Instructor

Office: Rassman 250

Phone: 325-486-6497

E-Mail: vincent.mangano@angelo.edu

Office Hours:

MW, 9:00 Noon

T-TH, 9:00 - 11:00 AM

Others by appointment

Email is the fastest way to contact me.

Course Objectives

Learning Objectives:

Upon completion of this course, students will be able to...

1. Apply course material to improve thinking skills.
2. Acquire factual/practical knowledge related to business and technology.
3. Develop and present professional skills and viewpoints.
4. Demonstrate competency in team building skills as well as interpersonal, oral and written communications by preparing and presenting a professional-quality spreadsheet application in both written and presentation formats.

Student Learning Outcomes:

Upon successful completion of the course, students will be able to:

1. To use advanced spreadsheet features to produce a representation and analysis of numerical data.
2. To create an original graphic image to present a financial results.
3. To create, and evaluate information relevant to a financial condition/question.
4. To create an electronic document that demonstrates a complex financial material and conveys a clear and concise result.
5. Connect! To recognize and respond to technological issues related to community services and technology applications.

Assessment Methods

Students will be assessed on the completion of specific projects, exams, and team projects administered through the SAM system (as per the attached schedule) and field related assignments. Students will be expected to complete all assignments on a timely basis.

Weighted Value of Assignments

SAM assignments	50%
Class engagement	10%
Group Project	30%
Team Peer Review	10%

Course Textbook and Required Readings

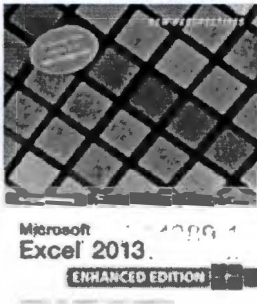
EPACK: ACP EPIN PRESET SAM 13ATP WMTR NP MS EXCEL/OFF 1ST, 1st Edition

AUTHORS: Shaffer/Carey/Parsons/Oja/Finnegan

ISBN-10: 1-337-14289-1

ISBN-13: 978-1-337-14289-2

<http://www.cengage.com/>



In Addition an optional text is the printed version of the ebook;

AUTHORS: Ageloff/Carey/Parsons/Oja/DesJardins - ©2016

Excel Book, SAM code, Office 2013 trial,

ISBN: 9781337142885

This text would be required in addition to the above should the student require a printed text.

You must use Microsoft Office 2013 (Word, Excel, Access, and PowerPoint, Access) to complete your assignments and projects in this class. (This version is in all of the micro computer labs at ASU.)

THE INSTITUTION KEY FOR ASU IS: T2129624

SAM 2013 requires Adobe Flash Player, This is a free download at <https://get.adobe.com/flashplayer/>

Grading Policies

Grades are computed on a point scale and converted to percentages based on the total number of points accumulated over the course.

The grading scale is as follows:

A	90-100%
B	80-89.999999%
C	70-79.999999%
D	60-69.999999%
F	Below 60%

Except in cases of actual error, final grades are permanent.

Cases and Projects

Cases and projects in this class will consist of the following:

1. In-class assignments. Occasionally you will have the occasion to earn points on in-class exercises. These are usually mandatory exercises related to the material that was covered during the class period or new material presented in class at the time. There is no make-up work for these assignments; these points depend on your being in class and being prepared.
2. SAM 2013 assignments. These projects and assignments are essentials to the learning and development of the student. There will be a project assigned weekly with an assigned value for each assignment. Each subject matter will have a comprehensive project worth. You may submit your SAM assignments up to a minimum of three times, and the highest grade will be recorded. SAM project assignments will represent at least 30% of your grade.

Exams

Exams will be given on a bi-weekly basis, for a minimum of 6 assignments. The exams will be made available during the assigned module. There are no make-up exams unless you have a college excused absence. If you are traveling on behalf of ASU, then you must contact me, before the exam date to set up an alternative time to take the exam. If you miss an exam, that grade will be a zero when computing your final average in the class. All exams are hands-on and must be taken in class unless otherwise instructed.

To set up your SAM account, please see the directions in the tutorial that came with your SAM packet. When you set up your account in SAM, you will be asked for an institution key. The institution key for ASU is: **T2129624**. Your SAM account should be set-up well before the first exam so that you can ensure that everything is "working smoothly." No accounts will be set-up in class on exam days, and no passwords will be given out on exam days. Be sure that you choose a user ID and password that you can easily remember.

SAM exams will be available throughout the course. You may take any exam only one time. Be sure to familiarize yourself with SAM by taking advantage of the "Training" modules before your "real" exams.

Response Time

Instructor will respond within 24 business hours of inquiry or sooner, students are expected to respond within the same time frame. All students are expected to check their email daily. The listed Rampport email will be the email used for all email communication.

Missed/Late Work

No late work (exams or assignments) will be accepted for any reason. This means that you should plan ahead to complete assignments and exams early. Do not wait until one hour before an exam or assignment is due to try and complete it. Remember Murphy's Law: Whatever can go wrong will go wrong, and at the worst possible time. If a student procrastinates, this law usually applies.

You are responsible for all material covered and all assignments given, regardless of personal illness, family emergency, or computer system failures. Reasonable deadlines have been set to ensure that you have ample time to complete all assignments, given that you do not wait until the last minute.

Amnesty Day is a day assigned to make up (or improve) up one assignments. This day is announced only once in a given semester and will be announced in class only. Assignments are limited to projects and will not include any mandatory attendance assignments.

Participation/Absences

Attendance is required for all classes as stated in the University Bulletin and will be recorded. Attendance is based on the assignment completion. In order to get credit for attending class the student must complete each assigned module according to class/assigned schedule; otherwise, the absence will stand as recorded.

Extra Credit Work

There is no extra credit work for individuals. Extra credit opportunities for individuals discriminate against students who submit their work in good order and on time; therefore, I don't allow extra credit assignments, unless I do so for the entire class. If you keep up with your regular work, there will be no need for extra credit work; however I reserve the right to offer extra credit assignment to enhance the student experience.

Final Exam/Project

The final project will consist of creating a working document/application that improves the operational impact of a community service organization.

The completed final project will be due prior to the final exam week.

Course Policies

Academic Honesty and Integrity

Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding and complying with the university Academic Honor Code and the ASU Student Handbook.

Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding the Academic Honor Code, which is contained in both print and web versions of the Student Handbook.

It is the professor's intention to be as fair and impartial as is humanly possible. Therefore, all students will be asked to adhere to the same set of guidelines and rules UNLESS there are disabilities or documented extenuating circumstances that have been discussed with the professor and the Student Life Office. Please make sure you inform the professor as soon as any situation arises. Do NOT wait until the problem is compounded by poor class performance, poor attendance, etc.

Academic integrity is expected. This includes, but is not limited to, any form of cheating, plagiarism, unauthorized sharing of work, or unauthorized possession of course materials. The professor assumes that all students can be trusted. Please do not violate this trust. Violation of academic integrity will result in a failing grade for the course.

College of Business Code of Ethics

Students, faculty, administrators and professional staff of the College of Business should always:

- Be forthright and truthful in dealings with all stakeholders
- Take responsibility for one's actions and decisions
- Serve as an example of ethical decision-making and behavior to others
- Admit errors when they occur, without trying to conceal them
- Respect the basic dignity of others by treating them as one would wish to be treated

Courtesy and Respect

Courtesy and Respect are essential ingredients to this course. We respect each other's opinions and respect their point of view at all times while in our class sessions. The use of profanity & harassment of any form is strictly prohibited (Zero Tolerance), as are those remarks concerning one's ethnicity, life style, race (ethnicity), religion, etc., violations of these rules will result in immediate dismissal from the course.

Accommodations for Disability

As stated in the Angelo State University Operating Policy and Procedure (OP 10.15 Providing Accommodations for Students with Disabilities), the Student Life Office is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability, and it is the student's responsibility to initiate such a request by contacting the Student Life Office at (325) 942-2191 or (325) 942-2126 (TDD/FAX) or by e-mail at Student.Life@angelo.edu to begin the process. The Student Life Office will establish the particular documentation requirements necessary for the various types of disabilities.

Student absence for religious observance

As stated in the Angelo State University Operating Policy and Procedure (OP 10.19 Student Absence for Observance of Religious Holy Day), a student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence.

Course Drop

To view information about how to drop this course or to calculate important dates relevant to dropping this course, you can visit https://www.angelo.edu/services/registrar_office/course_drop_provisions.php.

Incomplete as a Course grade

As stated in the Angelo State University Operating Policy and Procedure (OP 10.11 Grading Procedures), the grade I is given when the student is unable to complete the course because of illness or personal misfortune. An I that is not removed before the end of the next long semester automatically becomes an F. A graduate student will be allowed one year to remove a grade of I before it automatically becomes an F. To graduate from ASU, a student must complete all I's.

Grade Appeal Process

As stated in the Angelo State University Operating Policy and Procedure (OP 10.03 Student Grade Grievances), a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see Operating Procedure 10.03 at: <https://www.angelo.edu/opmanual/>.

Course Schedule Outline

Assignment 1 Introductions	8/29/2015
Assignment 2 Chapter 4	9/5/2015
Assignment 3 Chapter 5	9/12/2015
Assignment 4 Chapter 6	9/19/2015
Assignment 5 Chapter 7	9/26/2015
Assignment 6 Chapter 8	10/3/2015
Assignment 7 Chapter 9	10/10/2015
Assignment 8 Chapter 10	10/17/2015
Assignment 9 Chapter 11	10/24/2015
Assignment 10 Chapter 12	10/31/2015
Assignment 11 5 Year Forecast	11/7/2015
Assignment 12 Cost of Capital	11/14/2015
Assignment 13 Advanced Graphing	11/21/2015
Assignment 14 - Project Review	11/28/2015
Assignment 15 – Final Project Reflective Essay	12/5/2015
Finals Week	12/12/2015

This schedule is subject to change