I. Instructor  
James A. Milanese  
Bryan School Room 385  
(336) 334-4864  
E-mail: JAMILANE@UNCG.edu  
Office Hours: By Appointment via Zoom

II. Required Text


III. Course Objectives:

1. Demonstrate the ability to understand the financial terminology and concepts that will enable an entrepreneur to be successful. Statements which flow from the accounting process with an emphasis on the balance sheet and the income statement.
2. Understand financial statements, budgeting and working capital management.
3. Develop an understanding of how business organizations operate and be aware of the events which have a financial impact upon them.
4. Understand the time value of money concepts.
5. Demonstrate an understanding of basic financial terminology and procedure.

IV. Final Grade Determination

<table>
<thead>
<tr>
<th>Exam</th>
<th>Date</th>
<th>Weight</th>
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<tbody>
<tr>
<td>Exam 1</td>
<td>February 8</td>
<td>18%</td>
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<tr>
<td>Exam 2</td>
<td>February 23</td>
<td>18%</td>
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<td>Exam 3</td>
<td>March 15</td>
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<td>Exam 4</td>
<td>April 12</td>
<td>18%</td>
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<tr>
<td>SCORE Spreadsheet Project</td>
<td>April 19</td>
<td>10%</td>
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<tr>
<td>Cumulative Final Exam</td>
<td>April 28</td>
<td>18%</td>
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Note: **NO** make-up exams will be given. If you miss one or more of the mid-term exams, and can provide documentation of a valid excuse, the weight of those exams will be added to the final exam. If documentation cannot be provided, or the reason the exam is missed is not valid, a
grade of zero will be assigned. For the most part, a valid excuse will be defined as illness, a death in the family or legal obligation (such as jury duty).

Your final grade will be based on the following scale:

\[
\begin{array}{cccc}
92 – 100 & A & 80 – 81.9 & B- \\
90 – 91.9 & A- & 78 – 79.9 & C+ \\
88 – 89.9 & B+ & 72 – 77.9 & C \\
82 – 87.9 & B & 70 – 71.9 & C- \\
\end{array}
\]

D+ \quad 68 – 69.9 \quad D \\
D \quad 62 – 67.9 \\
D- \quad 60 – 61.9 \\
Below 60 \quad F

The instructor reserves the right to adjust the student’s final grade by a maximum of one-half point. This adjustment will only be made for students with regular class attendance and participation.

V. Topics to be Covered

Chapter 1 Financial and Economic Concepts
Chapter 2 Financial Management and Planning
Chapter 3 Financial Statements
Chapter 4 Analysis of Financial Statements
Chapter 5 Profit, Profitability and Break-Even Analysis
Chapter 7 Working Capital Management
Chapter 8 Time Value of Money – Part I
Chapter 9 Time Value of Money – Part II
Chapter 10 Capital Budgeting

**Important**: All material in the assigned chapters is “fair game” for test questions, even if not covered in class lectures. In addition, unless specifically told otherwise, students are responsible for all lecture material, even if not covered in the text readings.

VI. Topics on Each Exam

Exam 1 Units 1 and 2
Exam 2 Units 3 and 4
Exam 3 Units 5 and 6
Exam 4 Unit 7
VII. Exam Guidelines

1. Each exam will be available from 12:00 am to 11:30 pm.

2. From the time you begin the exam, you will have 60 minutes to complete and submit each of the first 4 exams, and 120 minutes for the final. If you log-off, the clock is still running. **No exam will be accepted if this time limit is exceeded, and a grade of zero will be assigned. Once you open the exam, you are considered to have taken it; and the weight will not be moved to the final.**

3. You are to work independently on all assignments. You may not confer with anyone about the exam.

4. You may not use anything but a calculator during the exam. Things such as books, notes, recordings or other aids are not permitted. You are to take the exam as if you were in a classroom with nothing but your pencil, paper to work the problems and calculator.

5. Each of the first 4 exams will consist of 20 multiple choice questions. The final will consist of 50 multiple choice questions.

VIII. Content of Each Unit

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<tr>
<th>Unit</th>
<th>Text Chapter</th>
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Each unit is comprised of the above text readings along with the lecture videos and lecture notes.

IX. Honor Policy

All graded material for this class is subject to the UNCG Academic Honor Policy. If you are not familiar with this policy, please use the following link:

http://www.uncg.edu/reg/Policy/HonorPolicy.html