

OKLAHOMA CITY UNIVERSITY
MEINDERS SCHOOL OF BUSINESS

Native American Enterprise Management Certificate Program
Financial Management Module - Spring 2019
August 19 - September 13

Instructor: Dr. William R. Pratt
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Reading Materials:

There will not be a required textbook. Reading materials and short videos will be posted in the content section of the course website ([D2L](#)). **Software:** MS Excel 2007+ MicrosoftOS v12.0+ will be helpful, online calculators may also be utilized.

Course Description:

This course will provide an introduction to the concepts, techniques, and practices of business finance. Some of the material will be general in nature to build a foundation for financial thinking while some will be specific to applications with calculations. Successfully completing this course will provide participants with an understanding of finance and its applications to decision making.

Coursework:

Assignments are due as posted in D2L. **No late work will be accepted.**

Course Communication

All important/official announcements will be posted on D2L.

Grading:

Participation	300 points (30% of total grade)
Assignments	300 points (30% of total grade)
Quizzes	400 points (40% of total grade)
Total Points	1000

A minimum of 700 points (70% average) is required for passing.

Tentative Schedule

Week 1 Topics

- Welcome
- Introduction
- Sources of capital
- Time value of money
- **To do:**
 1. Watch videos
 2. Quiz

Week 2 Topics

- Measuring financial performance
- Overview of financial statements
- Types of ratios
- Common sizing & percentage change analysis
- **To do:**
 1. Watch videos
 2. Contribute to discussion topic
 3. Quiz

Week 3 Topics

- Short-term capital management
- Trade Credit - suppliers, customers
- Cash conversion cycle
- Lease benefits
- **To do:**
 1. Watch videos
 2. Contribute to discussion topic
 3. Quiz

Week 4 Topics

- Capital budgeting
- Decision making
- Real Options
- **To do:**
 1. Watch videos
 2. Contribute to discussion topic
 3. Quiz