

CLASS NUMBER AND NAME:	CMN175A—FINANCIAL ANALYSIS WITH EXCEL I
TOTAL HOURS/UNITS:	24 Hours—1 Unit
PREREQUISITES:	ACN160A-Fundamentals of Accounting IA CMN166A-Beginning Excel
TEXTS AND MATERIALS:	<i>Financial Analysis with Microsoft Excel, 7th Edition, Timothy R. Mayes; Cengage Learning: Boston, Mass. (ISBN 978-1-285-432272-4)</i> Jump Drive
CLASS DESCRIPTION:	Students learn useful spreadsheet techniques using Data Validation, Regression, Goal Seek, and Solver tools in an economic context. A thorough explanation of financial concepts and equations are presented and Excel is utilized instead of financial calculators.
COURSE OBJECTIVES:	To learn the technical tools that are built into Excel to calculate financial analysis required in all levels of financial management by solving problematic activities provided in the various chapters.
CLASS FORMAT OVERVIEW:	This class is a lab. Lab time is spent completing chapter work and performing financial calculations utilizing Excel. An instructor will be available for direction and questions.
METHODS OF INSTRUCTION:	As direct supervision of work and the personal discussion of challenges and solutions are used as the principal means of instruction, it will be expected that all students will be present every day to work on assignments.
REQUIREMENTS:	Time spent in preparation for or reflection on course lecture will approximate two hours outside of class for each lecture credit hour utilized by the instructor in delivery of the material and ¼ hour outside of class for each hour of structured lab time.
CLASS ATTENDANCE:	It is expected that each student will be in class when class begins. Roll will be taken at the beginning of class.
TESTING:	There will be a final exam at the end of the class.

LATE WORK OR TESTING: There may be a 10% penalty for all late work and testing. If the work or test is not completed within the scheduled module, all assignments and/or test(s) must be resubmitted for grading.

CHEATING: “Empire maintains a code of conduct for students that prohibits passing another student’s work as their own.” If students submit duplicate work, each student will be given an opportunity to erase and repeat all class assignments under the direct supervision of an instructor in a computer lab at Empire College. The school’s Code of Conduct and Cheating Policy will be enforced.

CHALLENGE TEST: To challenge out of a class, a student must pass a test with a score of 90% or greater. The student can take the challenge test on Tuesday in the first week of a module. The exam will be scheduled in the afternoon after school hours.

GRADING POLICIES: The final grade will be based on the following percentages:

Assignments 75%
Final 25%

The final grade will be determined by the following:

90 -	100	A
80 -	89	B
70 -	79	C
60 -	69	D
Below	60	F

ANTICIPATED LEARNING OUTCOMES:

Upon completing this course, the student will be able to:

- 1) Create financial statements with Excel’s Outliner and Data Validation tools
- 2) Record financial forecasting using Excel’s Regression tool
- 3) Calculate break-even and leverage analysis using Excel’s Goal Seek
- 4) Discover the optimal solution for capital budgeting with the help of Excel’s Solver.

CMN175A Financial Analysis with Excel I Schedule

Any late assignments and testing turned in after Thursday of the 6th week of the module may be reduced by 10%. For each chapter: read the chapter information and perform the computer steps. Complete and submit the assignments listed below to CMN175A@empirecollege.com. Send the assignments as XPS files as an attachment in an email. **Your subject line must include your name and the assignment number. In the body of the email, include your instructor's name, the room, and the class period.** Record the date you submit the files and your grade on the log.

Week	Assignments		Submit Date	Grade
Week 1	Chapter 2 Financial Statements	Complete Chapter 2 and submit the following assignments: Exhibit 2-5 on page 56 and Exhibit 2-9 on page 64.		
Week 2	Chapter 5 Financial Forecasting	Complete Chapter 5 and submit the following assignments: Exhibit 5-5 on page 157 and Exhibit 5-8 on page 167		
Week 3	Chapter 6 Break-Even & Leverage Analysis	Complete Chapter 6 and submit the following assignments: Exhibit 6-2 on page 178 and Figure 6-3 on page 188		
Week 4	Chapter 7 Time Value of Money	Complete Chapter 7 and submit the following assignments: Exhibit 7-8 on page 56 and Exhibit 27-14 on page 220		
Week 5	Chapter 11 Capital Budgeting	Complete Chapter 11 and submit the following assignments: Figure 11-6 on page 355 and Exhibit 11-11 on page 365.		
Week 6	Chapter 15 Pivot Tables	Complete Chapter 15 and submit the following assignments: Exhibit 15-9 on page 492 and Exhibit 15-16 on page 502.		
	Final	Final Test		