



# 90-723 Financial Statements and Analysis of Companies

## Course Syllabus, Fall 2024 (Mini 1)

### Instructor

Jillian Stephenson

Email: [jstephe2@andrew.cmu.edu](mailto:jstephe2@andrew.cmu.edu)

Office: HBH 3011

### Office Hours

Tuesdays - 12:30pm-1:30pm (via Zoom),

Thursday/Friday - by appointment only

### Lecture

Section C – Monday and Wednesday 9:30am - 10:50am – Hamburg Hall 1005

### Recitation

All Sections - Friday 11:00am – 12:20pm Remote via Zoom

### Teaching Assistants

Sayli Bhavsar

Email: [sabhavsa@andrew.cmu.edu](mailto:sabhavsa@andrew.cmu.edu)

Claire Koyle

Email: [lkoyle@andrew.cmu.edu](mailto:lkoyle@andrew.cmu.edu)

### TA Office Hours

TBD

### Required Text

We will be using 3 textbooks for this course. All textbooks are available on OpenStax.com. Each class session will have required reading that is to be completed before the lecture that is a subset of the full text. The links to the reading will be included in Canvas in the Modules for the course. We will be only using portions of each textbook, the required reading is only directly from the pages linked in Canvas.

Dahlquist, J., & Knight, R. (2022). *Principles of Finance*. OpenStax.  
<https://openstax.org/books/principles-finance/pages/1-why-it-matters>

Franklin, M., Graybeal, P., & Cooper, D. (2019). *Principles of Accounting, Volume 1: Financial Accounting*. OpenStax. <https://openstax.org/books/principles-financial-accounting/pages/1-why-it-matters>

Franklin, M., Graybeal, P., & Cooper, D. (2019). *Principles of Accounting, Volume 2: Managerial Accounting*. OpenStax.  
<https://openstax.org/books/principles-managerial-accounting/pages/1-why-it-matters>

### Additional Resources

Investopedia.com has a lot of useful finance and accounting information that is relevant to the course. Make sure for any calculations and ratios that we do during class, you need to use the formula from class in your assignments and exams. There are variations of formulas that will give you a different answer and you will not get credit if you do not use the versions from class.

Prerequisites/Required Software - The course uses Microsoft Excel for assignments and in class exercises. You will need to have access to Excel during class, however if this is an issue, please let me know at the beginning of the course. If you are not comfortable with Excel, you should work through some Excel tutorials before the course begins to be familiar with formulas and functions in Excel and navigating through spreadsheets. You can find courses through LinkedIn learning which you have access to with your CMU account.

## Course Description

This course provides an overview of how managers and executives utilize accounting and finance to make decisions.

The course will begin by gaining an understanding of the financial reporting process and the organizations that govern financial accounting. We will learn key terms relevant to the main financial statements and how data flows through to connect the statements. After understanding key components of the various financial statements, we will utilize ratio and variance analysis to determine a company's financial position.

Expanding on our financial analysis we will cover various budgeting methods for capital investment decisions.

## Course Objectives

At the end of this course, you should be able to:

- Describe financial governance in the accounting industry and locate financial information for publicly traded companies.
- Define, classify and perform calculations on various accounts on the balance sheet, income statement and cash flow statement.

- Perform ratio and variance analysis on financial statements to identify trends and areas of concern for a company.
- Calculate and select capital investment projects utilizing a variety of different capital budgeting methods.

## Course Organization

### Canvas

The course will utilize Canvas for all material needed. All dates for assignments and exams are included in Canvas. Class material is contained within the Modules tab in Canvas and organized by class session. Important class information will be communicated via Canvas, including class being moved to a remote environment, through announcements so please make sure to check frequently and have your announcements turned on. (<https://canvas.cmu.edu>)

### Reading Materials

There will be assigned reading for each class which is expected to be completed prior to lecture. Since this class is only 7 weeks, we have a lot of material to go through during that time. The reading is primarily to help with your understanding of overall concepts and terminology. If you have questions from the reading, please ask as we review that section during lecture so topics can be clarified to help with your understanding.

### Grading Summary

Class Participation/Attendance – 10%  
Exam 1 – 30%  
Individual Assignments – 30%  
Exam 2 – 30%

Your final grade depends on the extent to which you demonstrate the capacity to solve problems and think critically about accounting and finance through the assignments and exams.

The TA's and I will work quickly to return assignments and exams via Gradescope/Canvas. If you have a grading dispute, this must be communicated via Gradescope for assignments and to the Professor for the Exams. You have **one week** from receiving your grade to submit a dispute. You will need to provide specific details/questions on the dispute and to which question it relates.

### Attendance & Participation

Attendance for the course will be tracked via in class sign in sheet. It is your responsibility to sign the attendance sheet for each class. If you repeatedly come late to class, this will be noted and result in a missed class recorded.

You may miss 2 classes for any reason (job interview, sickness, deadlines, etc) and you have the option to notify me or the TA's if you will miss, however it is not required.

As an interactive class, you are expected to participate (e.g., engage with the professor/classmates, be on task for in class work, not texting or talking with classmates during class, be attentive). As a note, these points are completely at the professor's discretion and based on direct observations during class and will be assigned during final grading.

## Classroom Behavior

It is expected that you will arrive on time for class. Situations may infrequently occur where you may need to arrive late, however please come in quietly to not disturb the lecture and your fellow classmates. Repeated late arrivals (after the class begins) will impact your attendance score in the course. Laptops/ipads are allowed to be used during class, however you should not be working on other classes or messaging with friends. No cell phone use is permitted during class sessions. It is very apparent if this is occurring, and this will be reflected in your participation grade.

## Assignments

There will be individual assignments during the course which will be submitted in both Canvas and Gradescope. You will be required to use Microsoft Excel for your assignments and will turn in the spreadsheet as support. Any questions related to the assignments should be addressed during lecture, office hours or during recitation so please do not wait until the last minute to look at the assignment.

Your work is to be completed individually on the assignments, your answers should be in your own words. This is defined as you should not have the exact same sentences as your classmates. You are welcome to ask other students questions but completing the assignments together is not permitted. Having possession of another student's assignment in any form is considered an Academic Integrity violation and will not be tolerated. Assignments will be checked for plagiarism using the Turnitin application.

Submission of assignments involves submitting all of your answers in Gradescope and submitting your Excel file in Canvas. Further details of the specifics of the assignment submission guidelines are contained in each assignment. Assignments turned in after the due date will be eligible for a maximum of 90% of the original grade. You have a late grace period of 24 hours past the due date to turn in the assignment for the reduced grade. Past the late grace period of 24 hours, assignments will not be accepted.

**Free Pass** – Each student is eligible for 1 free pass where you can submit an assignment within 24 hours of the due date and you will still be eligible for 100% of the assignment points. You must email the Professor to use this free pass prior to the due date deadline. You can only use this pass on Assignments 1-3.

## Exams

There will be two exams in this course. One will be during our scheduled class session and the other will be scheduled during the final exam timeslot. The exams will be given in person using Canvas with Respondus Lockdown Browser and will include multiple choice, fill in the blank, true/false and matching

questions. Non-messaging calculators will be permitted as well as 1 note sheet. Anything discussed in lecture, required reading or assignments is possible to be on the exam. If you miss an exam or take the exam remotely without prior permission from the professor, you will receive a zero.

## **Recitation**

Recitation will take place on Fridays for all sections. Please see the class schedule for remote versus in-person recitation sessions. This will provide a time to work on implementing the concepts that we have discussed in class as well as additional work in Microsoft Excel. Recitation is a perfect time to ask questions on concepts that you need further clarification. Recitation is not required but highly recommended. Practice Problems will be provided at the beginning of the week and reviewed in Recitation.

## **Academic Integrity**

All assignments that you are submitting should be in your own words, not classmates and not directly taken from the books or online resources including financial statements. You may work with classmates to discuss assignments and ask questions, but the assignments are to be completed individually. I will be checking for plagiarism amongst assignments which includes having the same sentences as a classmate. Cheating on assignments or exams will not be tolerated and will be communicated to Your Program Director, The Associate Dean and The Dean of Student Affairs at the University. If you are caught cheating, your final grade will be reduced by 2 letter grades.

<https://www.cmu.edu/policies/student-and-student-life/academic-integrity.html>

You may use generative AI programs like ChatGPT during the class and/or assignments to help you understand course content but not to generate answers to assignment problems. Generative AI programs rely on predictive models to generate content that may appear correct, but has been shown to sometimes be incomplete, inaccurate, taken without attribution from other sources, and / or biased. You are ultimately responsible for the content of the information you submit. However, you may not attempt to pass off any work generated by an AI program as your own.

## **Accommodations for Students with Disabilities**

If you have a disability and have an accommodations letter from the Disability Resources office, you need to contact me to discuss your accommodations and requirements as early in the Mini as possible. I will work with you to ensure that accommodations are provided as appropriate. If you suspect that you may have a disability and would benefit from accommodations but are not yet registered with the Office of Disability Resources, I encourage you to contact them at [access@andrew.cmu.edu](mailto:access@andrew.cmu.edu).

## **Additional Course/University Information:**

### **Student Wellness**

Please make it a priority to take care of yourself during the semester. Focus on a healthy lifestyle to help you achieve your goals and what you are hoping to accomplish during your time here. There are a variety of resources available to ask for help. Don't wait and get help if you feel that you need it.

If you or anyone you know experiences any academic stress, difficult life events, or feelings like anxiety or depression, we strongly encourage you to seek support. Counseling and Psychological Services (CaPS) is here to help: call 412-268-2922 and visit their website at <http://www.cmu.edu/counseling/>. Consider reaching out to a friend, faculty or family member you trust for help getting connected to the support that can help.

If you or someone you know is feeling suicidal or in danger of self-harm, call someone immediately, day or night:

CaPS: 412-268-2922

Re:solve Crisis Network: 888-796-8226

If the situation is life threatening, call the police

On campus: CMU Police: 412-268-2323

Off campus: 911

### **Diversity**

We are diverse in many ways, and this diversity is fundamental to building and maintaining an equitable and inclusive campus community. Diversity can refer to multiple ways that we identify ourselves, including but not limited to race, color, national origin, language, sex, disability, age, sexual orientation, gender identity, religion, creed, ancestry, belief, veteran status, or genetic information. Each of these diverse identities, along with many others not mentioned here, shape the perspectives our students, faculty, and staff bring to our campus. We, at CMU, will work to promote diversity, equity and inclusion not only because diversity fuels excellence and innovation, but because we want to pursue justice. We acknowledge our imperfections while we also fully commit to the work, inside and outside of our classrooms, of building and sustaining a campus community that increasingly embraces these core values. Each of us is responsible for creating a safer, more inclusive environment.

Unfortunately, incidents of bias or discrimination do occur, whether intentional or unintentional. They contribute to creating an unwelcoming environment for individuals and groups at the university. Therefore, the university encourages anyone who experiences or observes unfair or hostile treatment on the basis of identity to speak out for justice and support, within the moment of the incident or after the incident has passed. Anyone can share these experiences using the following resources:

**Center for Student Diversity and Inclusion:** [csdi@andrew.cmu.edu](mailto:csdi@andrew.cmu.edu), (412) 268-2150

**Report-It online anonymous reporting platform:** [reportit.net](http://reportit.net) username: *tartans* password: *plaid*

All reports will be documented and deliberated to determine if there should be any following actions. Regardless of incident type, the university will use all shared experiences to transform our campus climate to be more equitable and just.

## **Food Insecurity**

If you are worried about affording food or feeling insecure about food, there are resources on campus that can help. Email the CMU Food Pantry Coordinator to schedule an appointment:

Pantry Coordinator:  
cmu-pantry@andrew.cmu.edu  
412-268-8704 (SLICE office)

## **Student Academic Success Center**

The Student Academic Success Center offers a wide variety of opportunities for students to deepen their understanding of who they are as a learner, communicator, and ultimately scholar. They support student success by providing academic coaching, communication consulting and workshops, accommodations and support for students with disabilities, and language support for English language learners. The program offerings are free and open to all students. You can access the center here: <https://www.cmu.edu/student-success/programs/index.html>

The following is a tentative schedule for the Mini. Any changes will be announced in class and through Canvas:

<b>Date</b>	<b>Lecture Topic</b>	<b>Due Dates/Exams/Info</b>
8/26/2024	Introduction to Financial Statements	
8/28/2024	Financial Statements & Accounting Principles	
8/30/2024	Recitation	<b>Remote - Zoom</b>
9/2/2024	<b>NO CLASS - UNIVERSITY CLOSED</b>	
9/4/2024	Balance Sheet - Current Assets	<b>Assignment #1 Due</b>
9/6/2024	Recitation	<b>Remote - Zoom</b>
9/9/2024	Balance Sheet - NonCurrent Assets	
9/11/2024	Balance Sheet - Liabilities	<b>Assignment #2 Due</b>
9/13/2024	Recitation	<b>Remote - Zoom</b>
9/16/2024	MID TERM EXAM	<b>IN PERSON during regular class session using Respondus Lockdown Browser</b>
9/18/2024	Balance Sheet - Stockholders' Equity	
9/20/2024	Recitation	<b>Remote - Zoom</b>
9/23/2024	Income Statement	
9/25/2024	Cash Flow Statement	
9/27/2024	Recitation	<b>Remote - Zoom</b>
9/30/2024	Investment Decision Making	
10/2/2024	Investment Analysis Methods	<b>Assignment #3 Due</b>



10/4/2024	Recitation	<b>In Person - HBH 1006</b>
10/7/2024	Trend Analysis & Forecasting	
10/9/2024	Course Wrap Up / Final Company Analysis	<b>Assignment #4 Due</b>
10/11/2024	<b>FINAL EXAM</b>	<b>Time TBD, In Person</b>