

University of Hawai'i at Mānoa
Fall 2020 Shidler College of Business - Global MBA Program
BUS 624 Accounting for Decision-Making (CRN 72619)
Thurs: 6:00 to 8:45 pm; Online Class Using Zoom

BUS 624: Accounting for Decision-Making
Meeting Days: Thursday 6 to 8:45 pm
Classroom Number: Not Applicable
Dates of Course: Aug 18 - Dec 17, 2020

Instructor: Myron Mitsuyasu, CPA & MBA
Email: mmitsuya@hawaii.edu
Office Location/Hours: By Appointment
Office Phone: 956-7332

BUS 624, Accounting for Decision-Making, is taught online using Zoom. It is not a self-paced course. Students are expected to participate in the Zoom sessions at the class times indicated on the Schedule of Courses. This requires you to have reliable access to a computer with functioning camera, speaker and microphone and connection to the internet. Access and use of Laulima is required.

Course Description: Accounting tools for business professionals focusing on the role of accounting information in capital markets, managerial decision-making and corporate governance.

I have planned this course for you to take the initiative and to make the commitment to prepare for class and to complete the required assignments. Please let me know if you would like help with preparing for class and/or completing assignments. Also, in order to be fair to all students, I more than likely will deny any request for make-ups/extensions.

Pre-requisites: Completing the 12 contact-hour tutorial (as noted in this syllabus), or waiver by Shidler Administrative Staff.

Student Learning Outcomes:

1. Students will develop an in-depth understanding of the measurement concepts involved in external financial accounting reports and be able to understand and interpret real world accounting reports.
2. Students will develop an understanding of the use of accounting information by external stakeholders (including shareholders, financial analysts, and other capital market participants).
3. Students will develop an understanding of the use of accounting information by internal management for strategic use and decision-making.
4. Students will learn about the role of accounting in the process of governance and control over organizations.

STUDENTS WITH DISABILITIES - If a student has a documented disability and requires accommodations please contact the KOKUA Program QLCSS 013, or Ann Ito, KOKUA Program Director at 956-7511.

TEXT BOOK: (student access instructions posted in Laulima)

Financial & Managerial Accounting for MBAs, 6e

by Easton, Halsey, McAnally. Publisher: Cambridge Business Publishers

The textbook is available at the UH Manoa Bookstore. Also, you may purchase it online at:
www.CambridgePub.com.

The textbook will be referred to throughout the semester; thus, you are expected to obtain a printed (or e-book) copy for this class. Also, you are expected to register for MyBusinessCourse (“MBC”). There you will find study aides, such as videos, guided examples, etc., to help you.

Course Grading Policy:

Attendance	20 = 4%
<u>Review Financial Statements via Laulima:</u>	
4 at 15 pts each (individual work)	60 = 12%
Case Study–GPI (individual work)	30 = 6%
Cases: 3 at 30 pts each (group work)	90 = 18%
<u>Comprehensive Financial Statements Analysis</u>	
& Report (group work)	100 = 20%
Exam - cumulative	200 = 40%
TOTAL	<u>500 = 100%</u>

Class Attendance:

- Students are required to attend the entire class to earn class attendance points. As a result, attendance will be taken once or twice during class. You must acknowledge “here” when your name is called. Scoring will be based on the following:

Absences	Aug/Sep	Sep/Oct	Oct/Nov	Nov/Dec	Total
0 to 1	5 pts	5 pts	5 pts	5 pts	20
2 to 3	2.5 pts	2.5 pts	2.5 pts	2.5 pts	10
4 to 5	1 pt	1 pt	1 pt	1 pt	4
6+	0	0	0	0	0

- While in class you are expected to be respectful of and courtesy to others, which include but are not limited to: promptly arriving for class and being courteous and conscious of others when speaking and while others are speaking.
- Not Attending Class - **you MUST notify me prior to class that you will not be attending class AND** upon your return to class you must present (i.e., email) to me **proper documentation supporting your absence**, such as a signed and dated note from your doctor; UH official for a UH sanctioned event, etc.

Exam via Laulima:

- Exams consist of true/false, multiple choice and/or problems. You will earn points based on the number of correct responses. **Exams and responses to the exams are not be shared, copied, photographed, etc.**
- If an exam must be missed, **you MUST notify me prior to the start of the exam. No make-up exam will be given without prior notification** unless you have a legitimate and/or unavoidable circumstance (serious illness, family emergency, etc.). **Proper documentation for the absence is required.** A make-up exam, if allowed, will be scheduled by the Instructor.

Grades:

Student achievement is designated by the following grades:

Excellent:	Above Average	Average	Below Average
500 – 485 A+; 4.0	449 – 435 B+; 3.5	399 – 385 C+; 2.3	349 – 335 D+; 1.3
484 – 465 A; 4.0	434 – 415 B; 3.0	384 – 365 C; 2.0	334 – 315 D; 1.0
464 – 450 A-; 3.7	414 – 400 B-; 2.7	364 – 350 C-; 1.7	314 – 300 D-; 0.7
			299 – 0 F; 0.0

Note: Minimal passing grade is “C-“

To be fair to all students, grades are NOT based on a curve nor are they moved up or down to the next grade level. Also, this course does NOT offer extra credit.

FYI: All scores for all assignments will be posted to Laulima’s Gradebook. I encourage you to consistently monitor your scores throughout the semester for accuracy because they will be used to determine your final grade. Your final grade will be submitted on Monday, December 21, 2020 at 10:00 am HST.

REGISTRATION AND WITHDRAWAL DATES

09/01/2020: last day to register and last day to receive 100% tuition refund

09/15/2020: last day to receive 50% tuition refund and last day to drop (No "W" on transcript)

MANDATED DISCLAIMERS - SCHOOL OF ACCOUNTANCY and SHIDLER COLLEGE of BUSINESS - Information contained in this course syllabus may be subject to change by the Instructor. Changes may be necessary to clarify how students earn points per assignment and/or to enhance learning outcomes as the semester progresses. Updates to the syllabus will be communicated via announcements in class and/or by email.

ALTERNATIVE MEETING PLACE – n/a while classes are online. Otherwise, in case of significant disruptions before or during class (e.g., bomb threat), please meet the Instructor in front of the Sinclair Library and you will be given further instructions.

Date	Pre-Class Reading Assignments & Deliverables Course Calendar – subject to changes/adjustments in order to enhance learning outcomes	Practice Problems (available in MBC; * not available in MBC)
T#1 Mon, Aug 17 6 to 9 pm	Module 14: Managerial Accounting for MBAs Module 24: Segment Reporting (pgs. 24-3 thru 7), Investment Center Evaluation Measures (pgs. 24-13 thru 19) and Balanced Scorecard (pgs. 24-20 thru 23)	M#14: 12, 20 & 26 M#24: 22 & 29
T#2 Wed, Aug 19 6 to 9 pm	Module 1: Financial Accounting for MBAs & Apdx 1A & 1B Module 2: Introducing Financial Statements (pgs. 2-3 thru 24)	M#1: 22, 25, 28, 34, 41 & 53 M#2: 19, 20, 33, 38 & 41
T#3 Thr, Aug 20 6 to 9 pm	Module 11: Cash Flows (pgs. 11-3 thru 9, 16, 18 & 25 thru 28) <i>Discuss deliverables for Financial Statements Analysis & Report</i>	M#11: 22, 23, 41 & 49*
T#4 Thr, Aug 27 6 to 9 pm	Module 3: Transactions, Adjustments, and Financial Statements (pgs. 3-3 thru 17) Module 4: Analyzing and Interpreting Financial Statements (pgs. 4-3 thru 24) & Apdx 4C (pgs. 4-35 thru 41) <i>Individual Work - Review Financial Statements #1 via Laulima; due Fri, Aug 28 at 12 pm (noon)</i>	M#3: 14, 18 & 42 M#4: 30, 31 & 42

Date	<p align="center">Pre-Class Reading Assignments & Deliverables</p> <p align="center">Course Calendar – subject to changes/adjustments in order to enhance learning outcomes</p>	<p align="center">Practice Problems (available in MBC; * not available in MBC)</p>
Sep 3	<p>Module 5: Revenues (pgs. 5-3 thru 9 & 11 thru 17), Receivables (pgs. 5-19 thru 24), and Operating Expenses (pgs. 5-25 thru 30)</p> <p align="center">Individual Work - Review Financial Statements #2 via Laulima; due Fri, Sep 4 at 12 pm (noon)</p> <p align="center">Groups to present an overview of their company—what it does and interesting “to knows” about it</p>	M#5: 13, 15*, 20, 23 thru 28, 34, 45 & 52
Sep 10	<p>Module 6: Inventories (pgs. 6-3 thru 9), Accounts Payable (pgs. 6-12 thru 16), and Long-Term Assets (pgs. 6-17 thru 21 & 25 thru 27)</p> <p align="center">Groups to present and submit* their 3-years common-size Bal Sht and Inc State with industry data AND Ratios *Fri, Sep 11 at 12 pm (noon) via email</p>	M#6: 13, 15, 17, 19, 30, 31 & 35
Sep 17	<p>Module 7: Current (pgs. 7-3 thru 8) and Long-Term Liabilities (pgs. 7-9 thru 15) and Apdx A: Compound Interest Tables (pgs. 7-25 thru 30)</p> <p align="center">Individual Work - Review Financial Statements #3 via Laulima; due Fri, Sep 18 at 12 pm (noon)</p>	M#7: 9, 10, 13, 17, 19, 28, 30, 37 & 48
Sep 24	<p>Module 8: Stock Transactions (pgs. 8-3 thru 11), Dividends (pgs. 8-16 thru 21), and EPS (pgs. 8-23 thru 25)</p> <p align="center">Groups to present and submit* their interpretations and analysis of Notes to the Financial Statements *Fri, Sep 25 at 12 pm (noon) via email</p>	M#8: 20, 21, 24, 27, 30, 31 & 33
Oct 1	<p>Module 9: Intercorporate Investments (pgs. 9-3 thru 14 & 17 thru 22)</p> <p>Module 10: Leases (pgs. 10-3 thru 6, 8 & 9), Pensions (pgs. 10-11 thru 13 & 15 thru 18), and Income Taxes (pgs. 10-24 thru 27 & 29)</p> <p align="center">Individual Work - Review Financial Statements #4 via Laulima; due Fri, Oct 2 at 12 pm (noon)</p> <p align="center">Groups to present an overview of their draft recommendations</p>	M#9: 20*, 27, 29, 31, 36 & 41* M#10: 28*(b, c & d), 31 & 34
Oct 8	<p align="center">Groups to present and submit* their final recommendations *Fri, Oct 9 at 12 pm (noon) via email</p>	

Date	<p align="center">Pre-Class Reading Assignments & Deliverables</p> <p align="center">Course Calendar – subject to changes/adjustments in order to enhance learning outcomes</p>	<p align="center">Practice Problems (available in MBC; * not available in MBC)</p>
Oct 15	Module 15: Cost Behavior (pgs. 15-3 thru 10), Activity Analysis, and Cost Estimation (pgs. 15-11 & 12 & 17 thru 21) Module 24: Transfer Pricing (pgs. 24-7 thru 12)	M#15: 13, 16, 18, 19(a), 21(a), 22 & 27 M#24: 18, 19 & 25
Oct 22	Module 16: Cost-Volume-Profit Analysis and Planning (pgs. 16-3 thru 10 & 13 thru 20)	M#16: 19, 20, 22, 23(a & b) & 24
Oct 29	Module 17: Relevant Costs and Benefits for Decision Making (pgs. 17-3 thru 21) <p align="center">Groups to present and submit* – Case: TallTree2 Hotel Casino; *Fri, Oct 30 at 12 pm (noon) via email</p>	M#17: 12, 14, 19, 23, 24 & 26
Nov 5	Module 18: Product Costing: Job and Process Operations (pgs. 18-3 thru 9 & 16 thru 20) & Apdx 18A (pgs. 18-26, 27 & 30) Module 19: Activity-Based Costing (pgs. 19-3 thru 14), Customer Profitability (pgs. 19-16 thru 18), and Activity-Based Management (pgs. 19-19 & 20)	M#18: 24, 25 & 30 M#19: 13, 18, 25 & 27*
Nov 12	Module 20: Additional Topics in Product Costing (pgs. 20-3 thru 7 & 10 thru 14) <p align="center">Groups to present and submit* – Case: Fine Foods; *Fri, Nov 13 at 12 pm (noon) via email</p>	M#20: 18, 23, 25 & 33
Nov 19	Module 21: Pricing and Other Product Management Decisions (pgs. 21-3 thru 16 & 17 thru 19)	M#21: 17, 22, 24, 25* & 33*
Nov 26	*** Holiday – Thanksgiving ***	
Dec 3	Module 22: Operational Budgeting and Profit Planning (pgs. 22-3 thru 13 & 16 thru 19) <p align="center">Groups to present and submit* - Case: Sometimes Accountants Fail to Budget; *Fri, Dec 4 at 12 pm (noon) via email</p>	M#22: 19, 20, 27 & 33
Dec 10	Module 23: Standard Costs and Performance Reports (pgs. 23-3 thru 14 and 18 thru 21) <p align="center">Individual Work - Case: Greater Persons, Inc. – Financial Accounting due Fri, Dec 11 at 12 pm (noon) via email</p>	M#23: 16*, 17, 19, 22, 24*, 25 & 27
Dec 17	Exam – Cumulative	

Individual Work - Review Financial Statements via Laulima (4)

- Go to Laulima's Projects for Form 10-K and financial statements related to Home Depot and McDonald's.
- Questions and due dates related to those company's financial statements will be released through Laulima.

Case Study Assignments (4)

Case Studies allow instructors and students the opportunity to apply concepts and practices discussed and covered in class to various scenarios/situations discussed and covered in a case study.

- ✓ Please use 12 pt. font and letter-size paper.
- ✓ Your responses should be professionally presented with headings and subheadings and it should be clear and concise. Also, please use Exhibits for supporting information, such as graphs, bar charts, etc.
- ✓ Note: Upon receiving your email with your responses, I will reply saying I received it. If you do not receive a reply from me within 24 hours then please resend your email.

Group Work - Case: TallTree2 Hotel Casino; due Fri, Oct 30 by 12 pm via (noon) email

The new property president, Mr. Terrence Wei, has implemented a new policy requiring that all special events and promotions be looked at in terms of contributions to overall property income. Various profit and loss worksheets have been created for the hotel, the departments (e.g., casino, food, etc.) and a special event. Mr. Wei asks for your help.

- Deliverable: Respond to end of the case questions: 1(a, b & c) and 2(a). Questions 2(b, c & d) and 3 are n/a.

Group Work - Case: Fine Foods: Is It a Symptom or the Problem?; due Fri, Nov 13 by 12 pm (noon) via email

Kay Smith is the manager of Strategic Marketing Unit Two (SMU2) at Fine Foods, Inc., a provider of branded, high-quality food products. She is unhappy with what she perceives to be unfair and inappropriate product costing for her unit, especially for special orders. Ms. Smith asks for your help.

- Deliverable: Respond Part I: Product Costing; Part 2 Special Orders' bullet points one and three (bullet points two and four are n/a); and Part 3 Performance Evaluation.

Group Work - Case: Sometimes Accountants Fail to Budget; due Fri, Dec 4 by 12 pm (noon) via email

A non-profit organization hosts an annual event that has been showing a net loss for a few years. A new Treasurer has been appointed and would like your help.

- Deliverable: Respond to the end of case questions. Please be sure to respond to all the questions listed.

Individual Work - Case: Greater Persons, Inc; due Fri, Dec 11 by 12 pm (noon) via email

The GPI President asks management and staff to develop a performance evaluation system that addresses the concerns expressed by the Board. The case goes on to describe the process used to develop a balanced scorecard (see Module 24 for a description of a balanced scorecard).

• Deliverables (2)

- 1) How can (**NOT** what is) the: 1) balance sheet, 2) income statement and 3) statement of cash flows be used by the BoD to evaluate GPI's performance? For each statement, discuss and describe three (3) ways it can be used. Include an example to support each response. Response format:

Balance Sheet – 9 pts.

#1: it can be used by the BoD to evaluate GPI's performance <<students to complete including an example to support the response>>

#2: it can be used by the BoD to evaluate GPI's performance <<students to complete including an example to support the response >>

#3: it can be used by the BoD to evaluate GPI's performance <<students to complete including an example to support the response >>

Income Statement – 9 pts.

#1: it can be used by the BoD to evaluate GPI's performance <<students to complete including an example to support the response >>

#2: it can be used by the BoD to evaluate GPI's performance <<students to complete including an example to support the response >>

#3: it can be used by the BoD to evaluate GPI's performance <<students to complete including an example to support the response >>

Statement of Cash Flows – 9 pts.

#1: it can be used by the BoD to evaluate GPI's performance <<students to complete including an example to support the response >>

#2: it can be used by the BoD to evaluate GPI's performance <<students to complete including an example to support the response >>

#3: it can be used by the BoD to evaluate GPI's performance <<students to complete including an example to support the response >>

- 2) Please share what you learned from working on this project – 3 pts.

Group Work - Comprehensive Financial Statements Analysis & Report

Overview: U.S. publicly traded companies are required to present their financial statements, including notes/disclosures, to the public. Investors, creditors, and regulators, among others, are interested in obtaining these statements to assess the financial performance of the company. For example, investors are interested in the economic strength of a company so that they may weigh whether to invest in the company or not. Creditors focus on the ability of the company to repay its debts. Regulators work to protect the public and ensure that the firm is in compliance with laws and regulations. To meet the needs of these users, analysts use various well-accepted techniques and methods to analyze financial statements. MBA student should know them. With that in mind, this project is designed to assist you in learning and/or enhancing your knowledge of the techniques and the methods used to perform an effective and efficient financial statements analysis and to allow you to display your critical thinking, writing, and presentation skills.

Group Work – Deliverables (4)

Select a U.S. publicly traded company that you would like to study then obtain approval from the Instructor to use it. Also, obtain analyst reports and/or press releases (looking for current information) about the company, its competitors, the industry it operates in, etc. Please note the following:

- ✓ You may *not* select a company that is used in the textbook (see text's Preface; pg iv for a list of companies).
- ✓ Find the 10-K filings for your company using the SEC Edgar website. See Module 1 for instructions on how to use the website.
- ✓ Choose a company that has been publicly traded for at least the last five (5) years and is still publicly traded today. This will ensure that you have sufficient information to complete this project.
- ✓ Select a company that concentrates on one type of product or service. Please do *not* select a company in the banking, insurance, finance, financial services, or utilities industries because their financial statements are complex and specialized.
- ✓ Check to ensure your company prepares their financial statements using U.S. GAAP. You should find this information in their independent audit report and/or Notes to Financial Statements.

Use the UH Manoa Hamilton Library website and other resources (see below) to find the needed information along with other information that will help you complete this project.

- ✓ Please use 12 pt. font and letter-size paper.
- ✓ Your report should be professionally presented with headings and subheadings and it should be clear and concise. Also, please use Exhibits for supporting information, such as graphs, bar charts, etc.
- ✓ Note: Upon receiving your email with your report, I will reply saying I received it. If you do not receive a reply from me within 24 hours then please resend your email.

Please bring your financial statements and related research materials with you to class so that we can discuss them as we work through each module. This will facilitate your learning and assist you with completing the project.

- 1) Your company has asked your group (external investors) to invest a material amount of cash* to fund projects needed to accelerate the implementation of the company's strategic objectives/goals. Prior to responding to the request, you must perform an in-depth analysis of their financial statements to determine how much should be invested and to determine how much should be allocated to each strategic objective/goal. Upon completion, you are to submit a report and a recommendation(s) to your Investment Committee to review and approve/disapprove.

*Your group must assess then decide on the amount to invest. Please provide your rationale/reasons with support, as needed.

- 2) Four (4) Parts to the Project:

#1) Common-Size B/S & I/S with Industry Averages; due Fri, Sep 11 by 12 pm (noon) via email

- Create a common-size balance sheet and income statement for the most recent three (3) years ended. Please follow the format on pgs. 4-39 & 40 (i.e., title, dates, accounts, amount per year, and percentages (round to whole numbers)).
- Obtain industry averages to compare to your company's performance; insert these figures as the 4th column to the common size balance sheet and income statement prepared above.
- ✓ Trends from year-to-year - Any significant increases/decreases? Did assets/liabilities increase/decrease in alignment with each other and/or with the income statement? Are they reasonable?
- ✓ Comparisons to industry averages - Any noticeable differences?
- ✓ Use your company's 10K, web-cast reports, analysts' reports, new releases, etc. to assist you.

#2) Ratios; due Fri, Sep 11 by 12 pm (noon) via email

Compute 19 ratios (round to whole number; if less than 1 then say "less than 1") as shown in: 1) Exhibit 4-4 (pg. 4-13; 13 ratios), 2) Apndx 4C Liquidity and Solvency (pg. 4-36; 4 ratios); and 3) PPEq (pgs. 6-25 & 26; 2 ratios).

- Obtain industry averages to compare to your company's performance; add them to analysis. (Note: if comparable ratios are not available then compare your ratios against the year-to-year trends.)
- You should follow the format as shown in Module 4—show the ratio followed by the narrative. Example:

$$\text{Current ratio} = \frac{\text{Current assets}}{\text{Current liabilities}}$$

- Generally, companies **prefer a higher current ratio** but excessively high current ratio indicates inefficient asset use
- Current ratio < 1.0 is not always bad
 - Cash-and-carry companies have low current ratio because accounts receivable are low, but have large operating cash inflows that ensure the company will be sufficiently liquid
- ✓ Trends from year-to-year - Any significant increases/decreases? Are they reasonable?
- ✓ Comparisons to industry averages - Any noticeable differences?
- ✓ Use your company's 10K, web-cast reports, analysts' reports, new releases, etc. to assist you.

#3) Notes to Financial Statements; due Fri, Sep 25 by 12 pm (noon) via email

- Interpret and analyze notes* related to: Summary of Accounting Policies, Mod 5 - Foreign Currency, Mod 6 - Inventory & Long-Term Assets, Mod 7 - Current & Long-Term Liabilities, Mod 8 - Stock Transactions, Dividends and EPS, Mod 9 - Investments, Mod 10 - Leases, Pensions and Income Taxes and any other note(s) that you found to support your recommendation.

*I fully realize and understand that notes to the financial statements maybe lengthy and filled with technical terms and information. I do not expect, nor do I want, your group to spend a significant amount of time studying them; however, please review each.

- Please use a table to summarize/recap your work. Example:

Name of Footnote – brief description	Supports Our Recommendation?
Leases – xxxxx	Yes/No? Why? We noted in the leases footnote xxxxx. This indicates that xxxxx.

- ✓ Please do **not** copy and/or re-word any of the notes but rather analyze each.
- ✓ Use your company’s 10K, web-cast reports, analysts’ reports, new releases, etc. to assist you.

#4) Recommendation(s); due Fri, Oct 9 by 12 pm (noon) via email

Based on your analysis and research, prepare a report and a recommendation(s) for your Investment Committee to review; 3 to 5 pages.

- In addition, please support your recommendation(s) by including a discussion (not brief phrases) of two – three advantages **AND** two – three disadvantages; 2 to 3 pages.
- As for the disadvantages, please include an action plan of **HOW** to overcome and/or minimize each. This will strengthen your recommendation.
- Please use a table to present them. Example:

Advantage #1	Discuss and describe your advantage with support and an example(s)
Advantage #2	Discuss and describe your advantage with support and an example(s)
Advantage #3	Discuss and describe your advantage with support and an example(s)
Disadvantage #1	Discuss and describe your disadvantage with support and an example(s) AND discuss and describe how you can overcome and/or minimize it
Disadvantage #2	Discuss and describe your disadvantage with support and an example(s) AND discuss and describe how you can overcome and/or minimize it
Disadvantage #2	Discuss and describe your disadvantage with support and an example(s) AND discuss and describe how you can overcome and/or minimize it

Guidelines to Interpret and Analyze Your Company's Financial Statements – use throughout your analysis and research. Note: Please do not limit yourself to this listing. It is a guide.

- Assets - Cash-rich? Heavily weighted in a/rec, invty, marketable securities, or pp&eq? What is the percentage of allowance for doubtful accts to a/rec? What method of costing is used for valuing invty? Impact of LIFO reserve? What depreciation methods are used? How are intangible assets valued? Have any been written down?
 - Liabilities – High use of vendors' funds? Highly leveraged? What is the company's credit rating?
 - Equity - Is the company capital intensive? What classes of stock are authorized, issued and outstanding? Does it have treasury stock? Any accrued and/or paid dividends?
 - Revenue - What are the sources of revenue? When is revenue recognized? What is the percentage of returned products to sales?
 - Expenses - What are the major/significant expenses? Are they increasing/decreasing? Are there operating or capital leases? What type of stock compensation plans does the company have?
 - Other – Any discontinued operations? What is the impact from foreign currency translations? Significant changes in EPS?
 - Operating Activities – What are the primary non-cash operating expenses? What operating assets/liabilities significantly increased/decreased? What were their impacts?
 - Investing and Financing Activities – Any trends? How were the funds used? Did the company actually earn cash or did debtors and/or investors infuse cash?
 - Compute the book value of the stock and compare it to its market value at year end. Were there significant changes during the year? How does it compare to prior years?
 - What type of audit opinion did it receive for the financial statements and internal controls?
 - Would you like to work for this company?
- ✓ Use your company's 10K, web-cast reports, analysts' reports, new releases, etc. to assist you.

Online Resources – use throughout your analysis and research

<http://library.manoa.hawaii.edu/>

UH Manoa Library > Research > Online Database > Search for Database >

- 1) Bizminer – financial analysis benchmarks
- 2) IBISWorld – research reports
- 3) Mergent Online – comprehensive global company database

Morningstar <http://www.morningstar.com/>

no registration required unless you want their premium service

Moody's <http://www.moody.com/>

registration (free) required to access information

S & P Global <http://www.standardandpoors.com/>

no registration required

Yahoo Finance <https://finance.yahoo.com/>

no registration required

COURSE COMPLIANCE WITH VARIOUS CAMPUS POLICIES

Student Handbook: All information on student services, policies and procedures not mentioned in this syllabus are available in the Shidler College of Business Graduate Student Handbook. You will be held responsible for understanding all University of Hawaii and Shidler College of Business policies and procedures, if you have questions regarding any of these items, please contact OSAS.

Student Conduct: It is a privilege to be a member of the UH Manoa community. This privilege provides the student with the opportunity to learn and participate in the many programs that are offered on campus. Along with that privilege, the individual is expected to be responsible in relationships with others and to respect the special interests of the institution. These special interests are fully set forth in the UH System's Student Conduct Code. Information, advice, or a copy of the code may be obtained from the Office of Judicial Affairs, Queen Lili'uokalani Center for Student Services 207 or explore www.studentaffairs.manoa.hawaii.edu/policies/conduct_code/.

Academic Honesty: Students are expected to behave with integrity in all academic endeavors. Cheating, plagiarism, as well as any other form of academic dishonesty, will not be tolerated. All incidents will be handled in accordance with the UH *Student Code of Conduct*. The UH Student Code of Conduct, is available at: http://www.studentaffairs.manoa.hawaii.edu/policies/conduct_code/. Please become very familiar with the [University Student Conduct Code](#) so you can make conscience and informed choices about your behavior. Some relevant portions of the code are included below for your convenience.

Acts of dishonesty, types of behavior that conflict with the community standards that the UH values and expects of students, include but are not limited to the following:

- a. cheating, plagiarism, and other forms of academic dishonesty,**
- b. furnishing false information to any UH official, faculty member, or office,**
- c. forgery, alteration, or misuse of any UH document, record, or form of identification.**

The term "cheating" includes, but is not limited to: (1) use of any unauthorized assistance in taking quizzes, tests, or examinations; (2) use of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; (3) the acquisition, without permission, of tests or other academic material belonging to a member of the UH faculty, staff or student (4) engaging in any behavior specifically prohibited by a faculty member in the course syllabus or class discussion.

The term "plagiarism" includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgement. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

In addition to the above, the instructor specifically prohibits the following behaviors, and includes them within the definition of academic dishonesty: (1) providing another student with any form of direct or indirect, unauthorized assistance on any assignment, quiz, test or exam; and (2) copying, or recording in any manner, test or exam questions or answers.

Please NOTE: UH disciplinary proceedings may be instituted against a student charged with conduct that potentially violates both the criminal law and this Student Conduct Code (that is, if both possible violations result from the same factual situation) without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution.

If a student is caught committing an act of Academic Dishonesty, as defined in the [University Student Conduct Code](#), they will receive a grade of “F” for the course and be referred for disciplinary action as provided for by the [University Student Conduct Code](#).

TITLE IX DISCLOSURE: The University of Hawai`i is committed to providing a learning, working and living environment that promotes personal integrity, civility, and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence and stalking. If you or someone you know is experiencing any of these, the University has staff and resource on your campus to support and assist you. Staff can also direct you to resources that are in the community.

If you wish to remain ANONYMOUS, speak with someone CONFIDENTIALLY, or would like to receive information and support in a CONFIDENTIAL setting, contact the confidential resources available here: <http://www.manoa.hawaii.edu/titleix/resources.html#confidential>

As a member of the University faculty, **I am required to immediately report** any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. Although the Title IX Coordinator and I cannot guarantee confidentiality, you will still have options about how your case will be handled. My goal is to make sure you are aware of the range of options available to you and have access to the resources and support you need. For more information regarding sex discrimination and gender-based violence, the University’s Title IX resources and the University’s Policy, Interim EP 1.204, go to: <http://www.manoa.hawaii.edu/titleix/>