Instructor: Meredith Rhodes  
Email: meredith.rhodes@tamuc.edu  
Class time: Class Live Pro  
Classroom: Online  
Office hours: By appointment (schedule via email)

Required text:  
Financial Markets and Institutions, 7th edition  
Fredric Mishkin and Stanley Eakins  
Pearson Addison Wesley. 2012  
ISBN-10: 013213683x  

Recommended (not required):  
Study Guide for Financial Markets & Institutions, 7th (William Gerken)  
ISBN-10: 032136929  

Course Description:  
This course covers the nature and evaluation of money and its role in determining the overall level of economic activity. It also examines the role of banking, central banking, and monetary policy as they apply to financial instruments and institutions in the context of global financial markets.

Course Objectives:  
- Provide the student with an analytical framework that will enable one to understand, interact with, and operate in financial markets and institutions  
- Introduce the student to real-world issues and problems of participants in financial markets.  
- Familiarize the student with the role of the central bank in terms of the formulation and implementation of monetary policy.

Keep in mind that Finance 312 is an upper-level finance course, and the performance requirements will be commensurate with the same. Chapters and other reading materials will be assigned, and you are expected to read them when or before they are assigned. You will have an opportunity to ask questions and interact during class.
Tentative Schedule of Assignments and Exams:

<table>
<thead>
<tr>
<th>Week</th>
<th>Assignment</th>
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<tbody>
<tr>
<td>1.)</td>
<td>8/27/12 – 9/02/12 Text: Chapters 1-2</td>
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<tr>
<td>2.)</td>
<td>9/03/12 – 9/09/12 Text: Chapter 3-4</td>
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<tr>
<td>3.)</td>
<td>9/10/12 – 9/16/12 Text: Chapter 5-6</td>
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<tr>
<td>4.)</td>
<td>9/17/12 – 9/23/12 Review, and Exam I (9/21-9/23)</td>
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<td>5.)</td>
<td>9/24/12 – 9/30/12 Text: Chapters 7-8</td>
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<td>6.)</td>
<td>10/01/12 – 10/07/12 Text: Chapter 9</td>
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<tr>
<td>7.)</td>
<td>10/08/12 – 10/14/12 Text: Chapter 10</td>
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<tr>
<td>8.)</td>
<td>10/15/12 – 10/21/12 Review, and Exam II (10/19-10/21)</td>
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<tr>
<td>9.)</td>
<td>10/22/12 – 10/28/12 Text: Chapter 11-12</td>
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<tr>
<td>10.)</td>
<td>10/29/12 – 11/04/12 Text: Chapter 13-14</td>
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<tr>
<td>11.)</td>
<td>11/05/12 – 11/11/12 Text: Chapter 15-16</td>
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<tr>
<td>12.)</td>
<td>11/12/12 – 11/18/12 Review, and Exam III (11/16-11/18)</td>
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<tr>
<td>13.)</td>
<td>11/19/12 – 11/25/12 Text: Chapter 17</td>
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<tr>
<td>14.)</td>
<td>11/26/12 – 12/02/12 Text: Chapter 19</td>
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<tr>
<td>15.)</td>
<td>12/03/12 – 12/09/12 Text Chapter 18</td>
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<tr>
<td>16.)</td>
<td>12/10/12 – 12/14/12 Exam IV</td>
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This schedule is tentative and is subject to change based on progression through the course.

Grading summary:
- Exam I – 25%
- Exam II – 25%
- Exam III – 25%
- Final IV – 25%

The course will be divided into 4 units; each unit has an exam.

Grading scale:

<table>
<thead>
<tr>
<th>Score Range</th>
<th>Grade</th>
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<tbody>
<tr>
<td>90-100</td>
<td>A</td>
</tr>
<tr>
<td>80-89</td>
<td>B</td>
</tr>
<tr>
<td>70-79</td>
<td>C</td>
</tr>
<tr>
<td>60-69</td>
<td>D</td>
</tr>
<tr>
<td>Below 60</td>
<td>F</td>
</tr>
</tbody>
</table>

All exams are in multiple-choice format and will be submitted through the eCollege online course. You will access the exams online and answer the questions. Remember you must hit “submit” for your selections to be saved. If you don’t hit “submit,” no answers will be evaluated.
**Exams:**
You will be responsible for information from class discussion and required readings. *No makeup exams will be given unless for a university excused absence.* For an excused absence, the makeup exam will be administered prior to the scheduled exam. If you need to miss an exam for an excused absence let me know in advance so we can make arrangements.

**Attendance/Participation:**
Attendance and participation are encouraged but not required.

**Course Objectives:**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
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<tbody>
<tr>
<td>Unsatisfactory</td>
<td>Students exhibits no understanding of the issues being examined</td>
</tr>
<tr>
<td>Emerging</td>
<td>Student makes serious errors with regard to the significant issues of the question or problem being examined, but at least demonstrates knowledge of some of the major points of the issues.</td>
</tr>
<tr>
<td>Proficient</td>
<td>Student demonstrates understanding of the major points of the issues being examined but does not demonstrate understanding of all the details of the issue.</td>
</tr>
<tr>
<td>Exemplary</td>
<td>Student can demonstrate a thorough knowledge of the issue being examined.</td>
</tr>
</tbody>
</table>

**Access and Navigation:**
This course will be facilitated using eCollege, the Learning Management System used by Texas A&M University-Commerce. To get started with the course, go to: [https://leo.tamuc.edu/login.aspx](https://leo.tamuc.edu/login.aspx).

In the event the myLEO portal is ever inaccessible and you need to login to eCollege, you should also bookmark the direct URL for eCollege: [http://online.tamuc.org/](http://online.tamuc.org/)

You will need your CWID and password to log in to the course. If you do not know your CWID or have forgotten your password, contact Technology Services at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

To participate in the online course environment, login to eCollege and follow the instructions provided for each week of the course. Instructions, project guidelines, and relevant resources will be provided as needed throughout the course. The Virtual Classroom should be monitored and contributed to regularly (3 days per week minimum). Special announcements or instructions may also be placed in the announcements area or sent directly to your leo email, which should be monitored regularly throughout your enrollment at TAMU-C.
Technology Requirements:

General Technology Requirements
This is an online course; thus, access to a modern computer with a reliable, high-speed, Internet connection is required. You must also have sufficient administrative authority on your computer to download, install, and run the necessary software applications.

Your courses will work with a PC with recent OS versions or Macintosh OS X. Supported browsers include recent releases of Firefox, Aurora, Internet Explorer, Safari, or Chrome. It is strongly recommended that you perform a “Browser Test” prior to the start of any on-line course. To launch a browser test, login in to eCollege, click on the ”myCourses” tab, and then select the “Browser Test” link under Support Services.

Course-specific Software
Students will make use of the following software applications to complete course assignments: MS Office Suite (Word, Excel, & PowerPoint)

Communication and Support:

Instructor Interaction:
The best way to communicate with me outside of class is by email. I attempt to respond to emails within a 24-48 hour policy. You may contact me via email at meredith.rhodes@tamuc.edu. I will check this email the most during the evening hours. Keep in mind that college is meant to prepare you for the real world. Specifically, as business majors you are being groomed for the business world. Your emails should contain very few grammatical errors and should have a professional tone. Any emails received that contain major grammatical errors which makes it difficult to understand or those written like a text message will be sent back to the student and asked to be edited and corrected. If your matter is urgent, be sure to proofread your emails before you send.

Student Support:
Texas A&M University – Commerce provides students technical support in the use of eCollege. The student help desk may be reached by the following means 24/7.
  - Chat Support: Click on “Live Support” on the tool bar within your course to chat with an eCollege Representative
  - Phone: 1-866-656-5511 (Toll Free) to speak with eCollege Technical Support Representative.
  - Email: helpdesk@online.tamuc.org to initiate a support request with eCollege Technical Support Representative
  - Help: Click on the “help” button on the toolbar for information regarding working with eCollege (e.g. How to access the exam, how to post discussions…)
Course and University Policies

Student consideration:

- Students are required to use leo.tamuc.edu email address for email communication.
- Please email me at meredith.rhodes@tamuc.edu, if you have questions, comments, or concerns.
- Cheating on exams or plagiarizing assignments will absolutely not be tolerated. You must read the TAMU-Commerce Academic Honesty Policy posted in the first week. Continuing in the class is an implicit agreement to abide by the terms of the Honesty Policy. If you are caught cheating in the class, you and anyone else involved will receive an F as a grade for this course. Depending on the severity of the offense, you may be expelled from the University for Academic Dishonesty.
- The deadline for dropping a course is listed under the academic schedule.
- Refer to the Student’s Guide Book located at:
  www.tamu-commerce.edu/studentlife/guidebook.htm

Students with Disabilities:

Students with Disabilities:

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce
Gee Library
Room 132
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
StudentDisabilityServices@tamuc.edu