

Instructor:	W. Marshall Frasier	Jason Holderieath
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Physical Office Hours: Frasier: 8:00-10:00am Wednesday, 2:00-4:00pm Thursday, or by appointment  
Holderieath: 1:30-3:30pm Wednesday, 9:00-11:00am Thursday, or by appt.

Textbooks: Farm Management  
Ronald Kay, William Edwards, and Patrica Duffy  
McGraw Hill, 8th Edition, 2015. (previous editions acceptable)

Description: Utilization of records in business management; analytical methods, budgets, and planning techniques for improved decision making.

Prerequisites: AREC/ECON 202 (Principles of Microeconomics)  
CS 110 (Personal Computing), AGRI 140 (Ag Technology), or equivalent

Objective: Virtually every facet of your life will be affected by economic decisions of some kind. Like it or not, economics will be relevant to you. This course seeks to provide you with analytical tools and practice in using them to enhance your ability to evaluate economic decisions as they unfold throughout your lifetime.

Grading Policy: Course grades will be based on examinations, quizzes, and problem sets. One one-hour exam and one comprehensive two-hour final exam will be given. The components will be weighted as follows:

Lab Sets	170	points	(13 @ 10-50 pts. each)
Quizzes	100	points	(Best 3 of 4 @ 33 pts. each)
Mid-term Exam	100	points	
Final Exam	<u>180</u>	points	
Total	<u>550</u>	points	

Exams will be announced at least two weeks prior to being held. Quizzes will also be generally announced. Failure to attend exams or quizzes without prior permission of an instructor will result in a score of zero. Problem sets will be considered late after the beginning of the class period prescribed due and will not be graded if not received after the solutions are posted unless arranged.

Absences will be excused ONLY when (1) you initiate a conversation regarding an up-coming absence, (2) you send me an email stating the particulars of your absence, summarizing our prior oral agreement, and (3) you receive my email reply confirming that the absence will be excused. All exceptions will be handled at the instructor's discretion.

Final grades will be assigned based on total point accumulations as follows:  
A = 90-100%; B = 80-89%; C = 70-79%; D= 60-69%; F = <60%. Requirements for each grade category may be adjusted downward but will not be raised. Pluses and minuses will be awarded at the instructors' discretion.

Academic Integrity: We take academic integrity seriously. At minimum, academic integrity means that no one will use another's work as their own. The CSU writing center defines plagiarism this way:

*Plagiarism is the unauthorized or unacknowledged use of another person's academic or scholarly work. Done on purpose, it is cheating. Done accidentally, it is no less serious. Regardless of how it occurs, plagiarism is a theft of intellectual property and a violation of an ironclad rule demanding "credit be given where credit is due."* Source: (Writing Guides: Understanding Plagiarism. <http://writing.colostate.edu/guides/page.cfm?pageid=311&guideid=17> Accessed, August 12, 2016)

If you plagiarize in your work you will lose credit for the plagiarized work, fail the assignment, or fail the course. Plagiarism can result in expulsion from the university. Each instance of plagiarism, classroom cheating, and academic dishonesty in general will be addressed according to CSU published policies. (See <http://catalog.colostate.edu/general-catalog/policies/students-responsibilities/>)

Of course, academic integrity means more than just avoiding plagiarism. It also involves doing your own reading and studying. This includes regular class attendance, careful consideration of all class materials, and engagement with the class and your fellow students. Academic integrity lies at the core of our common goal: to create an intellectually honest and rigorous community. Because academic integrity, and the personal and social integrity of which academic integrity is an integral part, is so central to our mission as students, teachers, scholars, and citizens, we will ask to you sign the CSU Honor Pledge as part of completing all of our major assignments. You will be prompted to write and sign the following statement on all of your graded assignments, quizzes, and exams:

**"I have not given, received, or used any unauthorized assistance."**

You can visit <http://tilt.colostate.edu/integrity/pledge/index.cfm> to read more about CSU's Honor Pledge as well as finding links to a number of other resources that address academic integrity.

Violations: There is no chance for accidental violation of academic integrity in this course. The activities here are designed for a single core purpose—to support your learning and growth of understanding of the material presented. As you will learn, I encourage collaboration in your laboratory exercises. You should feel free to discuss and ask questions of your classmates in these exercises. What is NOT acceptable is copying other's work, whether that be simply typing what they've typed on the screen or obtaining electronic copies of full or partial work that they've completed (from this semester or previous terms). In no case will copied work be acceptable. For each instance where work is determined to have been copied, those involved (meaning the copier and anyone facilitating the copying) will receive a score of zero for the exercise AND the reduction of a **minimum of a full letter grade for the course**. For severe violations, failure of the course and expulsion from the University are possible consequences.

## **Course Outline**

(8<sup>th</sup> Edition Chapter Numbers)

<u>Week</u>	<u>Topic</u>
	<i>I. Introduction</i>
1	Farm Management Now and in the Future (Ch 1) Management and Decision Making (Ch 2) Acquiring and Organizing Management Information (Ch 3)
	<i>II. Coordinated Financial Statements</i>
2	The Balance Sheet and Its Analysis (Ch 4)
3	The Income Statement and Its Analysis (Ch 5)
4	Depreciation (embedded in Ch 4 & 5)
5	Structured Loans (Ch 19)
6	Operationalizing a Records System (Ch 3)
7	Farm (Firm) Business Analysis (Ch 6)
8	<b>Exam I, Thursday, October 13, 12:30-1:50p (tentative)</b>
	<i>(Note: Last day to withdraw from the course: Monday, October 17)</i>
	<i>III. Planning</i>
9	Cash Flow Budgeting (Ch 13)
10	Partial Budgeting (Ch 12)
11	Enterprise Budgeting (Ch 10)
12	Whole Farm (Firm) Planning (Ch 11)
13	Investment Analysis (Ch 17)
14	Managing Income Taxes (Ch 16)
15	Forms of Farm Business Organization (Ch 14)
16	<b>Final Exam, Tuesday, December 13, 2:00-4:00 pm</b>

I have an "open door" policy for visitors in my office. You are always welcome to drop by if you have an issue that you wish to discuss with me. However, please realize that I have many other responsibilities beyond teaching this class, so I may be forced to schedule to meet with you later. I do schedule office hours each week that are set aside for meeting with students from this class. If at all possible, I prefer that you try to use this time to meet with me. I will make every attempt to be in the office during these hours and will try to announce in class the days that I will not be available during this time, but there will be times that conflicts will arise.

I welcome you to this course and look forward to sharing the next 16 weeks with you. I hope for you a fruitful and prosperous semester. Good luck to you!