



BFN 111, 3 Credits

Monday 6:30 – 9:15 Spring 2014 – D215

Erik Christensen, CPA, MSA

TRCC E-mail: [Echristensen@trcc.commnet.edu](mailto:Echristensen@trcc.commnet.edu)

### **Prerequisite:**

Prerequisite: ENG\* K101 eligibility and MAT\* K095 eligibility

### **Course Description:**

This course provides, in a non-technical presentation, a basic understanding of personal finance. The choices that consumers face in managing their finances are examined. The topics include: personal income and budgeting, consumer credit, investing, taxes, housing, insurance, retirement, and estate planning.

### **Required Materials:**

TITLE: Focus on Personal Finance

AUTHOR: Kapoor, Dlabay, Hughes

EDITION: 4th

COPYRIGHT YEAR: 2013

PUBLISHER: McGraw-Hill Irwin

ISBN 9780078093203

Calculator - Note - **No cell phones used and no texting in class**

### **Educational Objectives:**

Students will learn personal finance basics including the time value of money, money management skills, tax planning, savings and payment skills, consumer credit and purchasing strategies, selecting and financing housing, insurance coverage (home, auto, health, disability, life), investing basics including bonds, stocks and mutual funds, and retirement and estate planning.

### **Grading and Classroom Policies:**

The grading policy is as stated in the Manual of Policy and Procedures on Grades and Quality Points.

Point/Grade Distribution is as follows:

A 93-100	C 73-76
A- 90-93	C- 70-72
B+ 87-89	D+ 67-69
B 83-86	D 63-66
B- 80-82	D- 60-63
C+ 77-79	F 59 and below

### **Grading and Classroom Policies:**

Exam 1 = 25%

Exam 2 = 25%

Exam 3 = 25%

Project = 25%

There will be no make-up exams unless previously arranged.

### **School Email and Contact:**

myCommNet Alert is a system that sends text messages and emails to anyone signed up in the event of a campus emergency. Additionally, TRCC sends messages when the college is delayed or closed due to weather. All students are encouraged to sign up for myCommNet Alert. A tutorial is available on the Educational Technology and Distance Learning Students page of the web site. This link should be shared with students. [http://www.trcc.comnet.edu/div\\_it/educationaltechnology/Tutorials/myCommNetAlert/MIR3.html](http://www.trcc.comnet.edu/div_it/educationaltechnology/Tutorials/myCommNetAlert/MIR3.html)

### **Attendance Policy:**

This course is designed such that students will benefit not only from the text but also from class attendance and participation. You are therefore, expected to attend class regularly. If you are late for class or if you must leave early, please take a seat near the door.

### **Withdrawal Policy:**

A student who finds it necessary to discontinue a course must complete a "Withdrawal Request Form" in the Registrar's office. Students who do not withdraw but stop attending, will be assigned an "F" or "N" signifying a failing grade or no grade. See updated school policy regarding "F" and "N". Eligibility for a refund of tuition is based upon the date of withdrawal when received by the Registrar.

### **Disabilities Statement:**

If you have a disability that may affect your progress in this course, please meet with a Disability Service Provider (DSP) as soon as possible. Please note that accommodations cannot be provided until you provide written authorization from a DSP. Contact Matt Liscum 860.215.9265 for the following disabilities: physical, sensory, medical or mental health. Contact Chris Scarborough for the following disabilities: learning, ADD/ADHD or Autism Spectrum.

### **Academic Integrity:**

Any student who cheats on an exam will receive a grade of ZERO for the exam. Any subsequent cheating will result in a ZERO for the course and possible suspension from the College.

### **Digication – TRCC Online Learning Portfolio:**

All students are required to maintain an online learning portfolio using a TRCC designed template. Students will upload at least one assignment from this class to Digication. Further guidance will be provided.

## PERSONAL FINANCE

### COURSE OUTLINE - Appendix

Week	#Review	-----Homework (HM)-----		
		New Material	Problems	Continuing Case
1 - 1/27/14	Syllabus	Chapter 1	3,4,5,7,9,10,11,12,13	1,2,3
2 - 2/3/14	Chapter 1	Chapter 2,3	CH 2-1,2,3,5,7,9,11,13,14 CH 3-1,2,4,6,7,8,11,13,14,15	Ch 2-1,2,3 Ch 3-1,2,3,4
3 - 2/10/14	Chapter 2,3	Chapter 4	1,3,5,6,8,10,11,12,13,14	1,2,3
4 - 2/17/14	No School – Presidents Day			
5 - 2/24/14	Chapter 4	Chapter 5	1,2,3,4,5,6,7,8,9,11	1,2,3,4,5
6 - 3/3/14	Chapter 5	Chapter 6,7	CH 6-1,2,4,5,7,8,9,10,11 CH 7-1,3,5,6,7,9,10,11,12	1,2,3 1,2,3,4
7 - 3/10/14	<b>Exam Chapters 1-5</b>			
8 - 3/17/14	No School – Spring Break			
9 - 3/24/14	Chapter 6,7	Chapter 9	1,2,3,4,5,6,7,8	1,2,3,4
10 - 3/31/14	Chapter 9	Chapter 8,10	CH 8-1,2,3,4,5,6,7,9,10,11 CH 10-1,2,3,4,7,8,9,11,12,13	1,2,3 1,2,3,4
11 - 4/7/14	Chapter 8,10	Chapter 11	1,2,5,7,8,9,10,11,12	1,2,3
12 - 4/14/14	<b>Exam Chapters 6-10</b>			
13 - 4/21/14	Chapter 11	Chapter 12,13	CH 12-1,2,3,4,7,8,11,13,14 CH 13-1,2,3,4,5,6,8,9,11,13	1,2,3,4,5 1,2,3,4
14 - 4/28/14	Chapter 12,13	Chapter 14	1,3,5,6,7,8,9,10,11,12,13	1,2,3,4
15 - 5/5/14	No Class – Work on Finalizing Group Project			
16 - 5/12/14	Chapter 14	Group Presentations		
17 - 5/19/14	<b>Exam Chapters 11-14</b>			

**Note** – Additional Problems or exercises may be assigned or modified on a weekly basis.

## SPRING 2014

**Jan 20 Martin Luther King Day - College Closed**

**Jan 22 Professional Day**

Last Day for Full Tuition Refund

**Jan 23 Classes Begin/Late Registration Begins**

Add/Drop Period Begins

First Day of First 5 – Week Mod Session

First Day of First 7 ½ -Week Mod Session

**Jan 30 Instructor Signature Required to Add Classes**

**Feb 5 Last Day of Add/Drop and Partial Tuition Refund**

**Feb 6 All College Professional Day – Classes Not In Session**

**Feb 12 Lincoln's Birthday - Classes In Session**

**Feb 17 President's Day Observed – College Open Classes Not in Session**

**Feb 24 Last Day to Select Audit Option**

**Mar 3 Last Day of First 5 – Week Mod Session**

**Mar 4 First Day of Second 5 – Week Mod Session**

**Mar 14 Last Day to apply for Summer 2014 graduation**

**Mar 17-23 Spring Break - Classes Not in Session**

**Mar 26 Last Day First 7 ½ -Week Mod Session**

Last Day for Full Tuition Refund – Second 7 ½ -Week Mod Session

**Mar 27 First Day of Classes Second 7 ½ -Week Mod Session**

**Apr 1 Degree Seeking Continuing Student Registration for Summer Session and Fall Semester**

**Apr 7 Student Online Course Evaluations Open for completion 15 week Session**

**Apr 14 Last Day to Select Pass/Fail Option – 15 Week Session**

Last Day to Submit Incomplete Work from Fall '13 semester and Intersession '14.

Last Day of Second 5 – Week Mod Session

**Apr 15 First Day of Third 5 – Week Mod Session**

Non-Degree Seeking and New Student Registration for Summer Session and Fall Semester

**Apr 17 Last Day to apply for Summer (August '14) Graduation**

**Apr 18-20 Spring Recess – College Closed**

**Apr 25 Student Online Course Evaluations Closed for Student Input 15 Week Session**

**May 12 Last Day to Withdraw from Classes**

**May 19 Last Day of 15 Week Session**

Last Day Second 7½ -Week Mod

Last Day of Third 5 – Week Mod Session

**May 20 Make-up/Supplemental session - Instructor Discretion**

**May 22 Final Grades Due**

**May 26 Memorial Day - College Closed**

**May 30 Student grades available on Web**

**May 31 Commencement**