

SYLLABUS BFN K110

COURSE NUMBER

BFN K110 SECTION 30347

COURSE TITLE PERSONAL FINANCE

INSTRUCTOR CAMILLA ROSS

OFFICE D -205

OFFICE PHONE (860)705-9711

OFFICE HOURS Mon 7:00P Tues _____

Wed _____

Thurs _____

Fri _____

CLASS SCHEDULE Days/Times REQUIRED TO BE ONLINE 3 DAYS A WEEK

TEXT

Personal Finance, Ninth Edition, Kapoor, Dlabay, Hughes, McGraw-Hill/Irwin, Inc., 2010.

SUPPLEMENTS

Personal Financial Planner included in *Personal Finance*, Ninth Edition. *Student Resource Manual for Personal Finance*, Kapoor, Dlabay, Hughes, McGraw-Hill/Irwin, 2010.

SUPPLEMENTARY READINGS

(Readings from *The Wall Street Journal*, *Money*, *Kiplinger's Personal Finance Magazine*, and other personal finance and general business periodicals.)

WEB SITES

For current information, use the following websites:

www.mhhe.com/kdh

www.bankrate.com

www.money.com

www.moneycentral.msn.com

www.kiplinger.com

<http://financialplan.about.com>

www.finance.cch.com

www.finweb.com/financial-planning

www.cfp.net

www.aarp.org/money/financial_planning

COURSE DESCRIPTION

An overview of personal and family financial planning with an emphasis on financial recordkeeping, planning your spending, tax planning, consumer credit, making buying decisions, purchasing insurance, selecting investments, and retirement and estate planning.

UNITS OF STUDY

1. Financial planning
2. Career planning
3. Financial recordkeeping and budgeting
4. Tax planning
5. Financial services and institutions
6. Consumer credit
7. Consumer purchasing
8. Selecting housing
9. Purchasing insurance
10. Investment alternatives
11. Retirement planning
12. Estate planning

COURSE
REQUIREMENTS

D. Three Exams and a Final project will be given during the Fall semester. The **FINAL PROJECT** is **MANDATORY**

E. A Research Project will be part of this course. This project must be completed to fulfill the course requirements. The project will be done in **3 phases**.

- a. Your Financial Planner name is due week one on Monday **September 5, 2010. Your NameΣ Financia l Plan 2010**
- b. You will submit a draft of your Project by October 30, 2010 **10 points will be deducted if it is not received October 30, 2010. (NO EXCEPTIONS)**
- c. The Final project due is November 30, 2010. If it is not turned in you will **receive a zero** for the project. No Exceptions. (**Computer Problems are not a reason**).

F. Blackboard Vista participation is an essential part of this course Πplease review the student orientation to **BLACKBOARD VISTA**

COURSE GRADING POLICY:

Exam 1	(1,5,6,7)	100 Points
Exam 2	(9,10,11,12)	100 Points
Exam 3	(13)	100 points
Final Project		<u>200</u> Points (includes Participation and Attendance)
Total required course points		500 Points

If all of the above course requirements are not completed, a grade of "F" will be assigned.

OVERALL GRADE GUIDELINES (+ and – grades will also be assigned):

A (500 points X .90) = 450 to 500 course points

B (500 points X .80) = 400 to 449 course points

C (500 points X .70) = 350 to 399 course points

D (500 points X .60) = 300 to 349 course points

F = 299 or less course points

Note: **EXAM DUE DATES: IF YOU ARE LATE TURNING IN AN EXAM YOU WILL RECEIVE A ZERO.**

STUDENT FINANCIAL PLAN

1. Development of a personal financial plan. This assignment can make use of the *Your Personal Financial Plan* worksheets that are presented at the end of each chapter, or can be based on the following guidelines:
 - A. Students describe a current life situation or one expected in the future providing details related to household situation, marital status, occupation, income, current financial position (balance sheet and cash flow statement), living expenses (budget), and housing situation.
 - B. Students set goals related to the various aspects of personal financial planning, including:
 - Career planning and development
 - Spending plan/cash flow analysis
 - Tax planning
 - Use of credit
 - Savings and investment program
 - Changes in housing situation
 - Major consumer purchases
 - Insurance needs
 - Retirement and estate planning
 - C. Students conduct research (library materials, Web searches, analysis of advertisements, interviews with friends, relatives, and financial planning experts) to obtain methods for achieving these goals.
 - D. Students present findings of research and suggested courses of action in a written report and, if desired, a short oral presentation. The final report should include the following sections:
 - Introduction/background of the person's/household's situation
 - Identification of financial goals
 - Discussion of research techniques and findings
 - Recommendations for specific actions to be taken as well as methods that could be used to monitor the suggested financial planning activities