

Bus 148: Personal Finance (3.0 units)

This course is an introduction to planning and managing personal finances. An emphasis will be placed on real world situations such as budgeting, credit and borrowing, money management and tax strategies. Additionally, we will explore risk and insurance analysis, consumer purchasing strategies, investment alternatives and retirement planning.

Required text: PFIN 2nd Edition
Lawrence Gitman, Michael D. Joehnk and Randall Billingsly

Required Online program: PFIN/CengageNow

course website & code: <http://login.cengagebrain.com> E-24YE249B3SJQ2

Institutional Student Learning Outcomes

Students who complete a degree or certificate at Imperial Valley College will demonstrate competency in these five areas: communication skills, critical thinking skills, personal responsibility, information literacy and global awareness.

BUS 148 Student Learning Outcomes

- Show understanding of the time value of money. Illustrate how to compare the value of a dollar today with the value of the dollar at a future point in time.
- Compare and contrast Stocks and Bonds as investment vehicles. Be sure to list the costs and benefits of each.
- Create a financial plan. Use short-term, intermediate and long-term goals in your plan.

Additional Course Objectives

- Develop basic money management skills.
- Be able to better manage personal income and expenses.
- Understand savings and credit options.
- Analyze different risks as they pertain to personal finances.
- Recognize the importance of insurance in any financial plan.
- Comprehend various home and car financing options.
- Differentiate various investment options and the risks associated with each option.
- Understand the importance of planning for retirement now.

Course Outline

Week 1:	(Intro to Personal Finance)
Week 2:	Chapter 1 (Financial Planning)
Week 3:	Chapter 2 (Financial Statements) Quiz 1
Week 4:	Chapter 4 (Cash and Savings)
Week 5:	Chapter 5 (Housing and Car Decisions) Quiz 2
Week 6:	Chapter 6 (Consumer Credit)
Week 7:	Chapter 7 (Consumer loans) Quiz 3
Week 8:	Chapter 10 (Home and Auto Insurance)
Week 9:	Chapter 8 (Life Insurance) Quiz 4
Week 10:	Chapter 3 (Taxes)
Week 11:	Chapter 11 (Investing Basics) Quiz 5
Week 12:	Chapter 12 (Stocks)
Week 13:	Chapter 12 (Bonds) Quiz 6
Week 14:	Chapter 13 (Mutual Funds & ETF's)
Week 15:	Chapter 14 (Retirement Planning) Quiz 7
Week 16:	Final Exam

Points Possible

Quizzes (7@15 pts. Each)	105
Online Assignments	50
Budget Project	25
Financial Plan	40
Final	<u>30</u>
	250 pts

Grade Scale

90-100%	A
80-89%	B
68-79%	C
55-67%	D

Any student with a documented disability who may need educational accommodations should notify the instructor or the Disabled Student Programs and Services (DSP & S) office as soon as possible.

DSP&S Room 2117 Health Sciences Building (760) 355-6312

Attendance will be taken at each regularly scheduled class meeting. This course will adhere to the basic attendance guidelines listed in the 2010-2011 general catalog on page 24.

Finally, please do your own work, any student caught cheating will receive an automatic zero on the assignment. Additional measures may be taken at the discretion of the instructor.

Additional Useful Information

Office number: 802C
Phone number: 355-6441

E-mail address: craig.blek@imperial.edu

Office Hours

M (8:00-8:30 am)
T (8:00-8:30 am)
W/TH (8:00-8:30 am & 11:45-12:15 pm)
F (8:00-9:00 am)

