

**FINA 101**  
**Introduction to Personal Finance**  
Spring 2, 2019

**Instructor:** Elizabeth Scull CPA, CMA  
**E-Mail:** [elscull0@mailbox.sc.edu](mailto:elscull0@mailbox.sc.edu)  
**Classrooms:** 850 10:50am-11:40am DMSB 124  
851 12:00pm-12:50pm DMSB 124  
**Office Hours:** MW DMSB 10:30am-10:50am Room 124  
11:40am-12:00pm Room 124  
12:50pm-1:10pm Room 124  
TTH Close/Hipp 9:45am-10:05am Room 351  
11:20am-11:40am Room 351  
12:55-1:15pm Room 351

**Text:** **PFIN**, 6th edition. Gitman/Joehnk/Billingsley,  
South-western/Cengage Learning.

**Course Objectives:** To provide a basic framework for the students' personal financial management while in school. The topics will include money management skills, banking, credit cards, creditworthiness, credit reports, student loans, identity theft, and very basic taxes. This class is appropriate for all class levels but especially valuable to freshmen.

**Learning Objectives:**

Analyze where your money comes from and where it goes, and implement a financial plan or budget that will provide for the level of savings needed to achieve your goals.

Identify and understand the major federal income-tax laws that affect typical college students.

Choose from among the different types of financial institutions that provide cash management services.

Understand the costs of credit.

Know what determines your creditworthiness and how to secure a credit card and use it wisely.

Develop strategies to protect your identity.

Demonstrate an understanding of appropriate uses of student loans and options for repayment.

**Attendance and quizzes:** Attendance will be taken at each class. Arriving after a quiz has been given will result in a 0 on that quiz. No makeup quizzes will be given under any circumstances. One missed quiz or lowest quiz score will be dropped.

**Grading Method:**

Income statement	10%
Quizzes	40%
Final Examination	50%

**The following grading scale will be used:**

Letter Grades	Numerical Interpretation
A	90-100
B+	87-89
B	80-86
C+	77-79
C	70-76
D+	67-69
D	60-66
F	0-59

**Course Schedule**

March	18	Chapter 1 Understanding the Financial Planning Process <i>Begin tracking income and expenditures for one month</i>
	20	Chapter 1
	25	<u>Quiz Chapter 1</u>
		Chapter 2 Developing You Financial Plans
	27	<u>Quiz Chapter 2</u>
		Chapter 3 Taxes
April	1	Chapter 3
	3	Chapter 3
	8	<u>Quiz Chapter 3</u>
		Chapter 4 Managing Your Cash and Savings
	10	Chapter 4
	15	Chapter 4
	17	<u>Quiz Chapter 4</u>
		Chapter 6 Using Credit
	22	Chapter 6 <i>Income and Expenditures statement due</i>
	24	Chapter 6
	29	Review for final

**Final Exams**

850	Friday May 3 9 am
851	Wednesday May 1 12:30

**Academic Honesty:** **Students removing quizzes, answer sheets, or scantrons from the classroom at any time will fail the course and be reported as having violated the Academic Honesty guidelines. Students using phones or other devices during quizzes or the final will be assumed to be violating academic honesty guidelines.**

All graded work including quizzes, interactive worksheets, and the final exam is to be your own work. No help may be given or received on that work. Violations of the academic honesty requirement will be dealt with in accordance with University guidelines.

The following is taken from the Carolinian Creed:

"Academic honesty (or integrity) is the fundamental understanding that a person of character does not lie, steal, or cheat, especially in relationship to academic work. These principles may be supported in daily campus life by policies, enforcement procedures, sanctions, and educational programs that communicate the values of honesty, trust, respect, responsibility, and fairness. Although traditions, institutional missions, and student and faculty characteristics vary throughout the academy, exemplary academic honesty programs affirm and promote fundamental principles and standards for all members of the campus community."

**Student Honor Code:** The following is taken from the USC honor code:

The Honor Code is intended to prohibit all forms of academic dishonesty and should be interpreted broadly to carry out that purpose. The following examples illustrate conduct that violates this Honor Code, but this list is not intended to be an exhaustive compilation of conduct prohibited by the Honor Code:

1. Giving or receiving unauthorized assistance, or attempting to give or receive such assistance, in connection with the performance of any academic work.
2. Unauthorized use of materials or information of any type or the unauthorized use of any electronic or mechanical device in connection with the completion of any academic work.
3. Access to the contents of any test or examination or the purchase, sale, or theft of any test or examination prior to its administration.
4. Use of another person's work or ideas without proper acknowledgment of source.
5. Intentional misrepresentation by word or action of any situation of fact, or intentional omission of material fact, so as to mislead any person in connection with any academic work (including, without limitation, the scheduling, completion, performance, or submission of any such work).
6. Offering or giving any favor or thing of value for the purpose of influencing improperly a grade or other evaluation of a student in an academic program.

7. Conduct intended to interfere with an instructor's ability to evaluate accurately a student's competency or performance in an academic program.

For further clarification please refer to the Carolina Community Student Policy Manual.

### **Darla Moore School of Business**

#### **Code of Student Conduct for Undergraduate Students**

The Darla Moore School of Business is recognized globally for educating students who are prepared to become responsible business and civic leaders. An effective learning environment where students and faculty value integrity, professionalism and diligence is foundational to this mission.

Consistent with these values, the Student Leadership Council and the faculty of the Darla Moore School of Business expect students to:

- spend a minimum of two hours outside of class studying for each hour of classroom time;
- exhibit classroom behavior that is respectful to faculty and fellow students;
- refrain from the use of phones and other electronic equipment during class, unless permitted by the instructor;
- arrive at class on time, actively participate in class, and not leave class early;
- keep up with assigned readings and complete assignments on time;
- contribute fully to team assignments;
- respect the university's staff and be responsible stewards of its facilities; and
- abide by the University of South Carolina Honor Code