

FINA 369
Personal Finance
Spring 2019

Instructor: Elizabeth Scull CPA, CMA
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Rooms:

001 10:05-11:20am Close/Hipp 351
002 11:40am-12:55pm Close/Hipp 351
003 1:15pm- 2:30pm Close/Hipp 351

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. The topics will begin with career exploration and will continue through a normal financial lifetime, ending with estate planning.

Class Attendance: Class attendance is essential for successful completion of this course. Attendance will be taken. Exemplary attendance may result in extra credit. The extra credit is solely at the discretion of the instructor.

Learning Objectives:

1. Describe the five basic steps of financial planning.
2. 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.
3. Understand the power of time and the importance of the interest rate in compounding.
4. Identify and understand the major federal income tax laws that affect all taxpayers.
5. Choose from among the different types of financial institutions that provide cash management services.
6. Understand the costs of credit.
7. Know what determines your credit card worthiness and how to secure a credit card.
8. Understand the various consumer loans.
9. Choose a vehicle that meets your needs and budget.
10. Calculate the costs of buying a home.
11. Determine your life insurance needs and design a life insurance program.
12. Describe disability insurance and health insurance choices available to you.
13. Understand, buy, and maintain homeowner's and automobile insurance in a cost-effective way.
14. Identify investment goals, allocate your assets appropriately for the goal to be achieved, manage risk in investments, and understand how difficult it is to beat the market.
15. Identify and describe the primary and secondary market and understand trading using a broker.
16. Classify common stock according to basic market terminology.
17. Understand the risks associated with investing in stocks.

18. Compare preferred stock to bonds as an investment option.
19. Differentiate between types of mutual funds, ETF's, and investment trusts.
20. Classify mutual funds according to objectives.
21. Understand the changing nature of retirement planning.
22. Understand the importance and the process of estate planning.

Examinations:

Three examinations will be given. They are not cumulative - **NO MAKEUP** tests or tests outside of the normal test period will be given. In the event that a test must be missed for a **documented** school related reason, serious illness, or family emergency, the final exam will be weighted more heavily. This re-weighting of the final is at the sole discretion of the instructor. **Students arriving more than five (5) minutes late to a test will receive a zero (0) on that test.**

Students removing or recording in any manner tests, answer sheets, or scan sheets from the classroom at any time will fail the course and be reported as having violated the Academic Honesty guidelines.

Grading Method:

All exams will be equally weighted and will make up 100% of the final grade.

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

Academic Honesty:

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

Course Schedule

January	15	Chapter 1: Introduction
	17	Chapter 1 Goal Setting
	22	Chapter 2: Balance Sheets and Income statements
	24	Chapter 3: Taxes
	29	Chapter 3: Taxes
February	31	Chapter 4: Banking
	5	Chapter 4: Banking
	7	Chapter 6: Credit
	12	Chapter 6: Credit
	14	Test 1 Chapters 1-5
	19	Housing Crisis
	21	Chapter 5: Home purchases
	26	Chapter 5 and 7: Home and car purchases
March	28	Chapter 8: Life Insurance
	5	Chapter 8 Life Insurance
	7	Chapter 9 Health Insurance
	12	Spring Break
	14	Spring Break
	19	Chapter 9: Disability and long term care Insurance
	21	Chapter 10: Homeowner's Insurance
	26	Chapter 10: Automobile Insurance
	28	Test 2 Chapters 5 and 7-10
April	2	Chapter 11: Investing
	4	Chapter 12: Investing
	9	Chapter 13: Mutual Funds
	11	Chapter 14: Retirement
	16	Chapter 14: Retirement
	18	Retirement
	23	Chapter 15: Estate Planning
25	Chapter 15: Estate Planning	

Exam Schedule

Exam covers chapters 11-15

10:05 section 001 May 2 Thursday 9 am
 11:40 section 002 May 7 Tuesday 12:30 pm
 1:15 section 003 May 7 Tuesday 4:00 pm