



## Financial Planning Undergraduate Course Information Guide

**Course Number: BADM 231, 4 credits, 10 Weeks**

**Cross listed Course Number: FA 231, 2 or 4 credits, 10 Weeks**

**Delivery Formats: Online Async, On Campus, Online: Sync**

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### Course Description

This course will help students organize their financial lives by learning and implementing selected principles of accounting, finance, and management. The course will address value and risk determination by dealing specifically with the analysis of one's financial status, goal setting and planning, and decision making. Risk analysis, savings and investment principles, taxes, debt management, retirement, and estate considerations are areas which guide the financial management of individuals and businesses alike.

### Learning Outcomes

After completing this course, you will be able to:

- Analyze and apply knowledge and theories of financial planning.
- Apply skills for effective decision-making in financial planning.
- Investigate financial problems using quantitative methods.
- Complete all parts of a comprehensive financial plan.

If in a SCPS competence program, (BAIFA, BAC, BAGB, BAECE), this course addresses the following requirements:

Competence	Competence Statement / Criteria
H3X	Can employ forecasting techniques to project trends and anticipate the future.
S1X	Can understand general computing principles and solve problems

	using computer-based financial applications.
FX	Can employ specific accounting, finance, and management skills to determine, analyze, and monitor your financial position.

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## Learning Strategies and Resources

Some learning activities, assignments and deadlines will vary depending on the delivery format of the course and may differ slightly from what is presented in this document.

Through class discussions, readings, internet research, and homework assignments, students will learn how to organize their financial lives in order to increase their probability of reaching their financial goals while minimizing personal risk and costs. By applying business concepts and practices to one's personal life students will have the knowledge to plan, monitor, and positively contribute to financial health.

## Required Readings

Books and learning materials are available at the DePaul bookstore, at <http://depaul-loop.bncollege.com>, or through alternative sources.

Making the Most of Your Money Now, Jane Bryant Quinn, Simon & Schuster, December 2009 ISBN: 978-0-7432-6996-4

Additional materials in D2L will be used to supplement the text.

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## Learning Deliverables

Students will complete weekly homework assignments to demonstrate that they understand that week's class material. They will also complete a short-term action plan to improve finances and a comprehensive financial plan and that will tie of the course's topics together in an organized, integrated binder. All assignments are due by the next class. Late assignments will cumulatively lose credit for each week that they are past due.

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## Assessment of Student Learning

### Grading Practices

With the exception of the comprehensive financial plan, all written assignments, will receive equal weight and will be graded using the course grading scale.

## Distribution of Grade Points

Two discussions per module each worth 20 points	40%
Twelve short analysis papers (minimum 1 page) each worth 50 points	60%

## Grading Scale

A = 95 to 100	A- = 91 to 94	B+ = 88 to 90
B = 85 to 87	B- = 81 to 84	C+ = 77 to 80
C = 73 to 76	C- = 69 to 72	D+ = 65 to 68
D = 61 to 64	F = 60 or below	INC

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## Course Schedule

Week and Module Title	Readings	Assignments
Week 1, Module 1: Where am I now	<ul style="list-style-type: none"> <li>• Read chapters 1-3 and 7 of your text</li> <li>• Calculate your net worth which is your starting measurement point for the rest of your life</li> <li>• Identify three financial strengths and financial weaknesses that you need to improve</li> <li>• Identify other persons and factors that will have an impact on your financial decisions</li> </ul>	<ul style="list-style-type: none"> <li>• Participate in an online discussion to introduce yourself to the class</li> <li>• Participate in an online discussion to identify two financial strengths and two weaknesses</li> <li>• Calculate your Net Worth using template in content and post it to Submission 1</li> <li>• Complete the Personal Profile using the template e and post it to Submission 2</li> </ul>
Week 2,	<ul style="list-style-type: none"> <li>• Read Chapter 8</li> </ul>	<ul style="list-style-type: none"> <li>• Participate in an online</li> </ul>

<p>Module 2: Where do I want to go</p>	<ul style="list-style-type: none"> <li>• Establish short and long term goals and develop plans to accomplish the goals</li> <li>• Develop a monthly budget for the next two months</li> </ul>	<p>discussion to identify the top two short and long term goals,</p> <ul style="list-style-type: none"> <li>• Participate in an online discussion to identify two spending areas that can be reduced</li> <li>• Define at least two short and two long term goals that meet SMART criteria, Submission 3</li> <li>• Create a budget for the next two months using budget worksheet, Submission 4</li> </ul>
<p>Week 3, Module 3: Decision Making and Risk Analysis</p>	<ul style="list-style-type: none"> <li>• Can use multiple templates to collect relevant data to make logical decisions in our lives</li> <li>• Can logically identify risks and develop a risk mitigation plan that matches our personal risk profile</li> </ul>	<ul style="list-style-type: none"> <li>• Participate in an online discussion to identify two decisions you made during the last two years</li> <li>• Participate in an online discussion to identify two risks you took over the last years</li> <li>• Complete the Excel Risk Analysis Worksheet, Submission 5</li> </ul>
<p>Week 4, Module 4: Insurance</p>	<ul style="list-style-type: none"> <li>• Read chapters 12-16 Syllabus, Financial Planning Fall 2020 - 2021</li> <li>• Review all insurance coverages and determine if you need to make any changes to reduce your risk exposure</li> </ul>	<ul style="list-style-type: none"> <li>• Explain insurance coverages and what changes you should make to improve your coverages</li> <li>• Participate in an online discussion about your satisfaction with your health and disability insurance coverages</li> <li>• Complete the Insurance Worksheet and overall analysis of your current</li> </ul>

		coverages, Submission 6
Week 5, Module 5: Banking and Saving	<ul style="list-style-type: none"> <li>• Read chapters 4 and 9</li> <li>• Can analyze and summarize my use of banking services and identify features that can make your financial life easier</li> <li>• Can identify at least five spending areas that you can reduce and estimate the annual amount saved for each</li> </ul>	<ul style="list-style-type: none"> <li>• Participate in an online discussion about your use of checking account features including debit cards, ATMs, and payment options</li> <li>• Participate in an online discussion about the two spending areas that you can reduce</li> <li>• Read Get Acquainted with Your Money Personality, The Secrets of Resilient People, and Do You Have What It Takes to Be Wealthy</li> <li>• Answer all three quizzes, and submit your analysis of the accuracy of each quiz, Submission 7</li> </ul>
Week 6, Module 6: Credit Planning	<ul style="list-style-type: none"> <li>• Read chapters 21-24</li> <li>• Can identify the details of all credit card debt including card name, amount owed, and interest rate</li> <li>• Can identify all other debts including type of loan, interest rate, and maturity date</li> <li>• Can identify at least five spending areas that you can reduce and estimate the annual amount saved for each area</li> <li>• Can identify behavioral changes to reduce spending and credit card debt</li> <li>• Can create a credit plan to eliminate all credit card debt</li> </ul>	<ul style="list-style-type: none"> <li>• Participate in an online discussion about two areas where you reduce spending to reduce or eliminate credit card debt</li> <li>• Participate in an online discussion about your interpretation of your scores from Financial Fitness Test</li> <li>• Complete Excel Total Debt Worksheet, Submission 8</li> <li>• Create a detailed credit plan to eliminate all credit card debt</li> </ul>

<p>Week 7, Module 7: Investments Part 1</p>	<ul style="list-style-type: none"> <li>• Read chapters 21-24</li> <li>• Can explain definition of investment</li> <li>• Can define the three asset classes</li> <li>• Can explain different types of mutual funds</li> <li>• Can explain importance of diversification</li> <li>• Can explain the different types of investment risks</li> </ul>	<ul style="list-style-type: none"> <li>• Participate in an online discussion about your first experiences with investments,</li> <li>• Participate in an online discussion about if your risk profile</li> <li>• Complete Schwab Money Fitness Quiz, Submission 9</li> </ul>
<p>Week 8, Module 8: Investments Part 2</p>	<ul style="list-style-type: none"> <li>• Read chapters 25-28</li> <li>• Can explain principles of investment success</li> <li>• Can explain different types of active and index funds</li> <li>• Can explain importance of bonds in diversification</li> <li>• Can determine an appropriate investment allocation based on your age and goals with diversification</li> <li>• Can analyze and explain budget variances to reduce unnecessary spending</li> </ul>	<ul style="list-style-type: none"> <li>• Participate in an online discussion about the two most important things that you learned about investing</li> <li>• Participate in an online discussion about what your percent allocation will be for the next 5 years for cash, bonds, and equities</li> <li>• Complete your budget analysis as submission 10</li> <li>• Complete a comprehensive list by type of all your current investments and your investment plans and allocation for the next 5 years as submission 11</li> </ul>
<p>Week 9, Module 9: Retirement Planning</p>	<ul style="list-style-type: none"> <li>• Read chapters 29-31</li> <li>• Can identify your goals for retirement</li> <li>• Can identify any pensions you earned</li> <li>• Can review your social security</li> </ul>	<ul style="list-style-type: none"> <li>• Participate in an online discussion about how you are saving for retirement</li> <li>• Participate in an online discussion about the status of your retirement planning.</li> <li>• Identify any pensions you</li> </ul>

	<p>options and choose the best option for you</p> <ul style="list-style-type: none"> <li>• Can create a retirement budget to determine income needs in retirement</li> <li>• Can enroll in a defined contribution plan, pick the best investment choices for you, and save at least 10% of your salary until retirement</li> <li>• Can calculate your monthly cash needs and sources needed for retirement</li> </ul>	<p>have earned, the age you plan on starting social security, your planned retirement date and age, and a realistic estimate of the amount of your retirement portfolio as submission 12</p>
<p>Week 10, Module 10:</p>	<ul style="list-style-type: none"> <li>• Read chapter 6</li> <li>• Can identify the reasons to prepare and have a will</li> <li>• Can explain the probate process</li> <li>• Can identify the importance of having a living will</li> <li>• Can identify the need for a power of attorney for health care</li> <li>• Can identify the uses of a power of attorney</li> </ul>	<ul style="list-style-type: none"> <li>• Participate in an online discussion to describe the two most valuable things you learned from this course.</li> <li>• Participate in an online discussion about the top two financial skills you improved during this course.</li> </ul>

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## Course Policies

For access to all SCPS and DePaul University academic policies, refer to the following links:

[SCPS Student Resources Website](#)

[DePaul Student Handbook](#)

The [D2L Course Website](#) for this course.

## Course Syllabus

The official syllabus for this course that includes course dates, instructor information and quarter specific details will be provided by the course instructor by the start of the course and available on the course D2L website.

## Course Registration

To find out when this course will be offered next, you can go to the [SCPS Registration website](#) for details on how to register for the course.

For information on how this course can apply to your program, contact your academic advisor.

### **School of Continuing and Professional Studies**

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