

CATALOG INFORMATION

Dept and Nbr: BMG 77

Title: INTRO PERSONAL FINANCE

Full Title: Introduction to Personal Finance

Last Reviewed: 4/11/2022

Units		Course Hours per Week		Nbr of Weeks	Course Hours Total	
Maximum	3.00	Lecture Scheduled	3.00	17.5	Lecture Scheduled	52.50
Minimum	3.00	Lab Scheduled	0	6	Lab Scheduled	0
		Contact DHR	0		Contact DHR	0
		Contact Total	3.00		Contact Total	52.50
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 105.00

Total Student Learning Hours: 157.50

Title 5 Category: AA Degree Applicable

Grading: Grade or P/NP

Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP

Also Listed As:

Formerly:

**Catalog Description:**  
Students will learn the basics of personal financial literacy in diverse settings. Topics will include managing income, expenses, credit, and insurance. In the area of investments, topics will include financial markets and assets, basic asset valuation, and retirement planning.

**Prerequisites/Corequisites:**

**Recommended Preparation:**

**Limits on Enrollment:**

**Schedule of Classes Information:**  
Description: Students will learn the basics of personal financial literacy in diverse settings. Topics will include managing income, expenses, credit, and insurance. In the area of investments, topics will include financial markets and assets, basic asset valuation, and retirement planning. (Grade or P/NP)  
Prerequisites/Corequisites:  
Recommended:

Limits on Enrollment:  
Transfer Credit: CSU;  
Repeatability: Two Repeats if Grade was D, F, NC, or NP

## **ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:**

<b>AS Degree:</b>	<b>Area</b>	Effective:	Inactive:
<b>CSU GE:</b>	<b>Transfer Area</b>	Effective:	Inactive:
<b>IGETC:</b>	<b>Transfer Area</b>	Effective:	Inactive:
<b>CSU Transfer:</b>	Transferable	Effective: Fall 2023	Inactive:
<b>UC Transfer:</b>		Effective:	Inactive:

**CID:**

**Certificate/Major Applicable:**  
Not Certificate/Major Applicable

## **COURSE CONTENT**

### **Student Learning Outcomes:**

At the conclusion of this course, the student should be able to:

1. Analyze tax deductions personal and household decision-making in diverse settings using financial concepts and models.
2. Prepare a personal financial plan.

### **Objectives:**

At the conclusion of this course, the student should be able to:

1. Articulate and prioritize short, medium, and long-run personal financial goals.
2. Calculate relevant financial ratios using formulas.
3. Analyze personal financial decisions.
4. Demonstrate basic use of technology as it pertains to personal finance.
5. Incorporate self-management strategies that will increase the odds that people actually carry out their plan.

### **Topics and Scope:**

- I. Personal Financial Planning in Action
- II. Money Management Skills
- III. Taxes in Your Financial Plan
- IV. Financial and Behavioral-Economic Concepts and Models
- V. Financial Services
  - A. Savings plans
  - B. Payment accounts
- VI. Consumer Credit
  - A. Advantages
  - B. Disadvantages
  - C. Sources
  - D. Costs

VII. Consumer Purchasing Strategies and Wise Buying of Motor Vehicles

VIII. Selecting and Financing Housing

IX. Insurance

A. Home

B. Automobile

C. Renters

X. Health and Disability Income Insurance

XI. Financial Planning with Life Insurance

XII. Investing Basics

A. Stocks

B. Mutual funds

C. Bonds

XIII. Starting Early: Retirement and Estate Planning

### Assignment:

1. Reading comprehension quizzes

2. Quizzes

3. Midterm and final exam

4. Personal financial project inclusive of a written paper and spread sheet based report

### Methods of Evaluation/Basis of Grade:

**Writing:** Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Personal financial project - written paper

Writing  
30 - 45%

**Problem Solving:** Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

Personal financial project - spread sheet based report

Problem solving  
30 - 45%

**Skill Demonstrations:** All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

None

Skill Demonstrations  
0 - 0%

**Exams:** All forms of formal testing, other than skill performance exams.

Reading comprehension quizzes, quizzes, midterm, and final exam

Exams  
10 - 20%

**Other:** Includes any assessment tools that do not logically fit into the above categories.

Participation

Other Category  
5 - 10%

**Representative Textbooks and Materials:**

Focus on Personal Finance. 7th edition. Jack Kapoor, Les Dlabay, Robert J. Hughes, and Melissa Hart. McGraw Hill. 2022