FIN 300-01  
Management of Personal Finance  
Spring 2018  
Tuesdays and Thursdays 11:00 to 12:15  
Bryan 112

Contact Information

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Office Hours: Tuesdays and Thursdays 12:30 to 2:00  
Tuesdays 5:00 to 6:00

Overall Course Objective

To provide students with a fundamental understanding of the financial planning process and the basis for personal, financial decisions

Learning Outcome Goals

1. Understand the financial planning process  
2. Create a personal balance sheet and statement of cash flows, and use these documents to analyze your personal financial condition  
3. Understand the fundamentals of U.S. income tax policy  
4. Perform time-value-of money calculations and interpret the results  
5. Understand the fundamentals of consumer credit  
6. Analyze the different options for financing a home  
7. Understand the dynamics of stocks and bonds

Required Texts


In addition to the textbook, a financial calculator is required for this course. Any calculator that is capable of performing time value of money, amortization, net present value and internal rate of return calculations will be sufficient. The recommended calculator for this course is the HP 10B or HP 10B II.
Topics To Be Covered

Please read and fully understand the following chapters from the required text:

Chapter 1: The Financial Planning Process
Chapter 2: Measuring Your Financial Health and Making a Plan
Chapter 3: Understanding and Appreciating the Time Value of Money
Chapter 4: Tax Planning and Strategies
Chapter 5: Cash or Liquid Asset Management
Chapter 6: Using Credit Cards: The Role of Open Credit
Chapter 7: Using Consumer Loans: The Role of Planned Borrowing
Chapter 8: The Home and Automobile Decision
Chapter 9: Life and Health Insurance
Chapter 11: Investment Basics
Chapter 12: Securities Markets
Chapter 13: Investing in Stocks
Chapter 14: Investing In Bonds and Other Alternatives
Chapter 15: Mutual Funds: An Easy Way to Diversify

How Graded

Exam 1          February 8          20%
Exam 2          March 1              20%
Exam 3          March 29             20%
Exam 4          April 12             20%
Cumulative Final Exam  May 3 (noon – 3:00)  20%

Important: All material in the assigned chapters is “fair game” for test questions, even if not covered in class lectures. In addition, unless specifically told otherwise, students are responsible for all lecture material, even if not covered in the text readings.

Final Grade Determination

Your final grade will be based on the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>92 or Above</td>
<td>A</td>
</tr>
<tr>
<td>90 – 91.9</td>
<td>A-</td>
</tr>
<tr>
<td>88 – 89.9</td>
<td>B+</td>
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<tr>
<td>82 – 87.9</td>
<td>B</td>
</tr>
<tr>
<td>80 – 81.9</td>
<td>B-</td>
</tr>
<tr>
<td>78 – 79.9</td>
<td>C+</td>
</tr>
<tr>
<td>72 – 77.9</td>
<td>C</td>
</tr>
</tbody>
</table>

No make-up exams will be given. If an exam is missed, the student must provide written documentation of a valid excuse – such as illness or death in the family. If documentation of a valid excuse is provided, the weight of the missed exam will be added to the final. If documentation of a valid excuse is not provided, a grade of zero will be assigned for the exam.
Guest Speakers

Throughout the semester, guest speakers may be scheduled for regular class sessions. When a guest speaker is scheduled, class attendance is mandatory, roll will be taken, and an undocumented absence will result in your final grade being reduced by one full letter grade for each session missed.

Honor Policy

All graded material for this class is subject to the UNCG Academic Honor Policy. If you are not familiar with this policy, please use the following link:

http://www.uncg.edu/reg/Policy/HonorPolicy.html

Students With Disabilities:

All students with a disability requesting special services must go through the OARS Office. If you are requesting special accommodations, please bring your paper work from Disability Services directly to me the first week of class. All such information will be held in confidence. The web link to this office is http://ods.dept.uncg.edu/services/.

Student Conduct

Students are expected to conduct themselves in a professional manner at all times. This means, but is not limited to:

- Arriving for class on time
- Doing absolutely nothing during class that is disruptive or detracts from the learning experience of others
- Remaining in class for its duration

Any student disrupting this class will be asked to leave. If the conduct continues, the instructors reserve the right to drop the student from the class.

For an overview of specific University and Bryan School policies, please see the following links:

http://studentconduct.uncg.edu/policy/code/

www.uncg.edu/bae/faculty_student_guidelines.pdf