

Personal Finance

FINA 2770- 001

Fall 2018

SYLLABUS

Meeting place and time: Tuesday & Thursday 2:00pm – 3:20pm, BLB 035

CLASS DETAILS:

Professor: Dr. Thomas C. Williams
Email: Thomas.Williams@unt.edu
Phone: 940-565-2358
Office: BLB 325B
Office hours: Wednesdays 12pm - 2pm and by appointment

ALL COURSE RELATED MATERIALS WILL BE POSTED ON BLACKBOARD. YOU MUST LOG INTO Learn.unt.edu TO ACCESS FIN 2770 COURSE MATERIALS.

COURSE DESCRIPTION & LEARNING OUTCOMES:

The course is intended to provide students with principles and tools to understand and apply the key concepts and ideas of financial planning. The purpose of the course is to help students become better financial stewards so that students can make better financial decisions in regards to saving, investing, insurance, tax planning, home and auto purchases, etc.

Upon completion of this course, students will be able to:

1. Develop and live on a budget.
2. Develop strategies and access resources to better manage their finances.
3. Understand the importance of the time value of money.
4. Create your own Personal Financial Plan.

PREREQUISITES:

None

REQUIRED MATERIALS:

Personal Finance, Kapoor, Dlablay, and Hughes, *12th edition*, published by McGraw Hill.

The text book is more of a reference source. It contains the descriptive part of a good chunk of what I discuss in class and has questions at the end of the chapter which you can answer to test your knowledge of each topic.

OUTSIDE READING:

The Wall Street Journal -WSJ (as well as other publications) is an important resource for learning about finance. Students new to finance should read the WSJ so they can keep current with regard to the changing and evolving financial landscape. Occasionally, articles from the WSJ will be used and discussed in the class. WSJ material discussed in class may be the basis for a homework assignment and/or a quiz question(s).

IN-CLASS PRACTICE

During some classes, we will attempt to solve practice problems on topics being discussed that day. To do well in the exams, it is important that you participate in these exercises. You do NOT turn them in to me for any credit. You do them IN CLASS so that you understand the material well. It is very important that you do all these problems in class or at home, on a regular basis. Remember: Keep testing yourself and work with study group of people who seem to understand this material better than you.

BLACKBOARD

The BLACKBOARD learning management system is your primary interface with the course. Access to the course instructions and class materials will be via BLACKBOARD. I use it to post grades, upload useful supplemental material on a topic and to send out important announcements. You should be constantly checking BLACKBOARD for any such updates.

GRADING:

Quizzes (3, 25% each; lowest grade is dropped)	50%
Personal Financial Plan	25%
Homework	25%
Total	100%

All exams and other work will be graded on the following Grading Scale:

100-90	A
89-80	B
79-70	C
69-60	D
59 and below	F

All students will be graded according to the above scale and thus should not expect a "**curve**" in the class. Everyone will be treated the same under this grading system, so you can save yourself some time and embarrassment by not asking for a grade change if you made an 89.4, for example.

No student will be provided with opportunities to earn "extra credit" beyond the assignments described.

QUIZZES (50%)

Three quizzes will be given during the semester. The quizzes will be designed to prepare you for the final exam. A quiz will take approximately 1.5 hours. The quizzes will be multiple choice questions.

Formula sheet: No cheat sheet will be allowed in any exam. I will supply you with formula sheets during the exams (you will know ahead of time what is included these formula sheets). You are required to be familiar with them prior to the exam. I will not discuss or explain how to use these formulas during the exam. You are expected to memorize any material not included in the formula sheet.

HOMEWORK (25%)

Occasionally homework assignments may be given and picked up in class. A homework assignment will generally be comprised of 4 or 5 problems that will be graded on completeness and must be turned in on the due date to receive full credit. On the due dates, I may choose students to present a portion of their analysis. You can work with your classmates on the homework, but each student must turn in his/her own work.

Late homework will be marked down one letter grade for each day the assignment is late.

ATTENDANCE & PARTICIPATION:

Attendance will not be taken and will not figure directly into determining grades. However, class time will be spent discussing cases, WSJ articles, and current events. Since significant class time will be spent on class discussion I expect each student to be prepared to engage with classmates because you are responsible for all material discussed in class.

I assume that when you are not in class that you are deriving more utility from some other activity. Therefore, don't ask me "Is there anything that I need to go over?" but rather get brought up to speed by one of your classmates, study-group members, and/or the announcements and materials on BLACKBOARD.

ELECTRONIC DEVICES:

Phones, tablets and laptops are permitted for note taking and accessing information related to the course. Student use of these devices should only be for these purposes and not distracting to other students. I reserve the right to prohibit the use of all electronic devices if students cannot follow this policy.

ACADEMIC HONESTY

Academic dishonesty is defined in the UNT Policy on Student Standards for Academic Integrity. Any suspected case of Academic Dishonesty will be handled in accordance with the University policy and procedures. Possible academic penalties include a grade of "F" in the course. You will find the policy and procedures at <http://vpaa.unt.edu/academic-integrity.htm>

If I suspect that you have engaged in academic dishonesty, I will deal with the situation as outlined in the University Policy shown above. You will be allowed to remain in the class during the entire time that the academic misconduct accusation is being investigated, adjudicated, and appealed. As noted above, the maximum academic penalty that can be assessed by an instructor is an F in the course. However, university officials use the academic misconduct information to decide if other misconduct sanctions are then to be applied, and the student has separate rights to appeal those decisions, remaining in the class until all appeals are exhausted.

DISABILITY ACCOMMODATION:

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the Office of Disability Accommodation website at <http://www.unt.edu/oda>. You may also contact them by phone at 940.565.4323.

CLASSROOM CIVILITY:

Students are expected to assist in maintaining a classroom environment conducive to learning. To assure that all students have the opportunity to gain from time spent in class, students are prohibited from making offensive remarks, reading the newspaper, sleeping, or engaging in any other form of distraction, without the permission of the instructor. Inappropriate behavior in the classroom will result in the student being requested to leave the class, at a minimum.

EAGLE CONNECT ACCOUNT

All students should activate and regularly check their EagleConnect (e-mail) account. EagleConnect is used for official communication from the University to students. Many important announcements for the University and College are sent to students via EagleConnect. For information about EagleConnect, including how to activate an account and how to have EagleConnect forwarded to another e-mail address, visit <https://eagleconnect.unt.edu/>

STUDENT PERCEPTIONS OF TEACHING (SPOT)

Student feedback is important and an essential part of participation in this course. The student evaluation of instruction is a requirement for all organized classes at UNT. The short SPOT survey will be made available to provide you with an opportunity to evaluate how this course is taught. You will receive an email from "UNT SPOT Course Evaluations via *IASystem* Notification" (no-reply@iasystem.org) with the survey link. Please look for the email in your UNT email inbox. Simply click on the link and complete your survey. Once you complete the survey you will receive a confirmation email that the survey has been submitted. For additional information, please visit the spot website at www.spot.unt.edu or email spot@unt.edu.

<i>Date</i>	<i>Topic</i>
Week 1 – Aug 28	Introduction, Financial Aspects of Career Planning (Ch. 2)
Week 2 – Sept 4	Personal Finance Basics (Ch. 1) Money Management Strategy (Ch. 3)
Week 3 – Sept 11	Money Management Strategy (Ch. 3) Planning Your Tax Strategy (Ch. 4)
Week 4 – Sept 18	Financial Services (Ch. 5)
Week 5 – Sept 25	Exam #1 (Ch. 1 – 5)
Week 6 – Oct 2	Investing Fundamentals (Ch. 13)
Week 7 – Oct 9	Retirement Planning (Ch. 18)
Week 8 – Oct 16	Stocks and Mutual Funds (Ch. 14 & 16)
Week 9 – Oct 23	Exam #2 (Ch. 13, 14, 16, & 18)
Week 10 – Oct 30	Consumer Credit (Ch. 6 & 7)
Week 11 – Nov 6	Consumer Purchasing (Ch. 8 & 9)
Week 12 – Nov 13	Insurance (Ch. 10)
Week 13 – Nov 20	Life Insurance (Ch. 12)
Week 14 – Nov 27	Exam #3 (Ch. 6 – 10, 12)
Week 15 – Dec 4	Estate Planning (Ch. 19) PERSONAL FINANCIAL PLAN DUE
Week 16 – Dec 11	Final Exam

***NOTE: THIS IS A TENTATIVE COURSE OUTLINE. ALTERATIONS MAY BE MADE.**