BUS 348 Personal Financial Planning

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Course overview: This course reviews the techniques and instruments of personal financial planning.

Course Objectives: The students should be able to

1. understand time value of money concepts and do basic finance math calculations.
2. define and use terminology related to the financial planning process and develop a comprehensive personal financial plan.
3. have an introductory understanding of investment management, risk management, tax planning, retirement planning.

Recommended textbook: Personal Finance (Fourth edition) by Arthur J. Keown, Pearson and Prentice Hall

Topics: The following topics will be discussed in the class. Students are expected to read the assigned chapters prior to attending class.

1. Introduction (Ch. 1 and 2)
2. Math of finance (Ch. 3 and CD)
3. Housing (p.p. 236-261)
4. Insurance (Ch. 9 and 10)
5. Investment (Ch. 11-15)
6. Retirement (Ch. 16-17)
7. Income tax (Ch.4)
8. Money Management (Ch. 5, 6 and 7)
9. Wrap up (Ch. 18)

Attendance: Students are expected to attend and actively participate in discussions. Students are also responsible for all assignments.

Personal Advise: Personal advises are available if needed.

Evaluations and Grades: 1. Spreadsheets (5 points); 2. Two tests (10 points for each.); 3. Three case studies (15 points for each); 4. A written personal plan (10 points); 3. Participation of Discussion (20 points)

Grading Scale

93-100	A	73-76	C
90-92	A-	70-72	C-
87-89	B+	67-69	D+
83-86	B	63-66	D
80-82	B-	60-62	D-
77-79	C+		