

PALOMAR COLLEGE
COURSE OUTLINE OF RECORD FOR
DEGREE CREDIT COURSE

 x Transfer course x A.A. degree applicable course
(check all that apply)

COURSE NUMBER AND TITLE: BUS 136/FCS 136 Personal Finance

UNIT VALUE: 3

MINIMUM NUMBER OF SEMESTER HOURS: 48

BASIC SKILLS REQUIREMENTS: Appropriate language and computational skills.

ENTRANCE REQUIREMENTS

PREREQUISITE: None

COREQUISITE: None

RECOMMENDED PREPARATION: None

SCOPE OF COURSE:

A study of the effective management of personal and family resources. Budgeting, buying of goods and services, banking, credit, taxation, investing, insurance, home ownership, estate planning, and consumer protection. This course is dually listed as Family and Consumer Sciences 136.

SPECIFIC COURSE OBJECTIVES: Successful students will

1. analyze money management principles;
2. evaluate financial situations and make decisions requiring critical evaluations in consumer financial situations;
3. anticipate the need for further education and/or learning related to personal money management.

CONTENT IN TERMS OF SPECIFIC BODY OF KNOWLEDGE:

Approximately one week is spent developing the ideas and concepts of each of the following topics. One class period within each four-week period is devoted to testing and evaluating. Information concerning consumer protection is integrated throughout the course as it pertains to current material under consideration.

1. Personal Financial Planning Overview
2. Career Planning
3. Financial Statements
4. Budget Management
5. Taxes
6. Cash Management
7. Consumer Credit
8. Consumer durables
9. Housing
10. Life Insurance
11. Health Care and Disability Insurance
12. Property and Liability Insurance
13. Investment Basics
14. Stocks and Bond Investments
15. Portfolio Management
16. Investing in Tangibles
17. Retirement and Pension Planning
18. Estate Planning

REQUIRED READING:

Kapoor, Dlabay, & Hughes. Personal Finance. 5th edition. New York: Irwin/McGraw Hill, 1999.

SUGGESTED READING:

Varies with instructors, but may include: Better Homes and Gardens, Kiplingers Financial Magazine, Consumer Digest, Consumer Reports, Consumer Research, Money, Reader's Digest, Wall Street Journal, Forbes, Investors' Business Daily, U.S. News & World Report, etc.

REQUIRED WRITING:

At a minimum, this will include assigned textbook problems and questions. Also, see reports listed below in "Outside Assignments."

OUTSIDE ASSIGNMENTS:

Students are expected to spend a minimum of three hours per unit per week in class and on outside assignments, prorated for short term classes.

Preparation may include activities such as readings in assigned text, review of lecture material, assigned problems or practice sets, library or other source investigative projects, etc.

Students are required to submit concise reports on some consumer topic of interest to the student, and relevant to the topics covered by the text and instructor. Two typewritten pages in length are adequate. Handwritten papers in ink are acceptable. Students are also required to prepare a research paper (5-8 pages in length) relating to a major purchase by the student.

INSTRUCTIONAL METHODOLOGY: Lecture, role playing, and class discussion. Use of audiovisual equipment such as overhead projector, computer, and VCR is employed occasionally as well as computer software packages relating to personal finance. Course may be offered via TV.

Check all that apply:

- lecture
- laboratory
- lecture-laboratory combination
- directed study

This course may be offered as a distance education course and meets Title 5 regulations 55370, 55372, 55374, 55376, 55378, and 55380.

Yes No

If yes, check all that apply. (See guidelines for preparation for definitions.)

- telecourse
- mediated instruction
- computer assisted instruction

GRADING POLICY AND STANDARDS (include methods of determining whether the stated objectives have been met by students):

A typical grading policy would be as follows:

Examinations.....	75%
Evaluations of current consumer related and/or personal finance related articles from current periodicals.....	12 1/2%
Research paper on some major purchase relating to students' needs or wants.....	<u>12 1/2%</u>
TOTAL.....	100%

The end of semester grade is determined on the basis of:

90+	=	A
80-89%	=	B
70-79%	=	C
60-69%	=	D
Less than 59%	=	F

IS COURSE REPEATABLE FOR REASON(S) OTHER THAN DEFICIENT GRADE?

Yes No Number of times course may be taken for credit: 1.

If yes, identify specific provision of Title 5 Division 2 section(s) 55761-55763 and 58161 which qualifies course as repeatable:

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