

FIN 125M – PERSONAL FINANCE SPRING 2023

Instructor: Teresa Lantz, CPA, MBA
Hours: MTWTH 7:30-8:15 am

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Course Description:

This course is designed to empower individuals with various tools to manage their money and make sound lifelong financial decisions. Students will understand the social and psychological issues related to money and learn established measurement techniques to analyze, plan, and manage their financial lives. Topics include financial planning, income and expense management, investment analysis, retirement planning, consumerism, insurance, estate planning, home ownership, and credit management.

This course is taught online in the compressed 15-week session. Successful completion of this course will require a substantial amount of discipline on your part. Additionally, personal finance requires more homework than most courses. You should be prepared to spend a minimum of ten to fifteen hours weekly on assignments and reading.

Prerequisites and Co-requisites:

MATH 60 or equivalent with a grade of "C" or higher or "Pass" or completion of the Math Assessment/Placement Process with a score eligible for MATH 80 or MATH 80A. This class may satisfy the math requirement for some degrees and certificates, please consult your counselor.

Required Textbook:

"Focus on Personal Finance: An Active Approach to Help You Achieve Financial Literacy," 7th edition, McGraw-Hill Publishing. Students should purchase the "bundle" from the Cerritos College bookstore that includes a loose-leaf textbook and an access code for the Connect software. All assignments must be completed using Connect.

Grading:

Points Earned

14 Interactive Videos (5 pts ea, lowest dropped)	65 points
14 LearnSmart Assignments (10 pts ea, lowest dropped)	130 points
14 Homework Assignments (20 pts ea, lowest dropped)	260 points
14 Quizzes (30 pts ea, lowest dropped)	390 points
Final Exam	<u>155 points</u>
Total points	1,000 points

Grading Scale

90%	to	100%	= A	70%	to	79%	= C
80%	to	89%	= B	60%	to	69%	= D

CHAPTER ASSIGNMENTS

All assignments will be available on Connect for 2 weeks (with the exception of the Orientation and the Final Exam which will both be available for 1 week). There are 4 assignments per chapter - an Interactive Video, LearnSmart, Homework, & a Quiz; all 4 assignments for each chapter will be available from Monday to the second Sunday. All due dates are listed on the attached Schedule of Activities, in Canvas, and on Connect. **Assignments will NOT be accepted after the due date and due dates will not be extended.**

NOTE: The required Connect Orientation Video assignment and the Canvas Orientation Agreement will be available for only 1 week. If the Connect Orientation Video and Canvas Orientation Agreement are not submitted by 11:59 pm PST on Sunday, February 5, 2023, you may be dropped from the class.

The final exam will also be available for only 1 work-week; May 15-19, 2023.

Interactive Videos

The interactive videos provide an overview of each chapter and include questions after each major topic designed to quiz the students' understanding of the concepts presented. You may "Save and Exit" as often as you like until the due date. Due dates are listed on the Schedule of Activities and on Connect. Assignments will not be accepted after the due date and due dates will not be extended.

LearnSmart Assignments

LearnSmart is an adaptive learning system designed to help students learn faster, study more efficiently, and retain more knowledge for greater success. It is highly recommended you read the chapter before completing the LearnSmart assignment for that chapter. There is one LearnSmart assignment per chapter. You may "Save and Exit" as often as you like until the due date. Due dates are listed on the Schedule of Activities and on Connect. Assignments will not be accepted after the due date and due dates will not be extended.

Homework

Homework assignments consist of eight to ten short problems per chapter and must be completed on Connect. You may "Save and Exit" as often as you like until the due date. Due dates are listed on the Schedule of Activities and on Connect. Assignments will not be accepted after the due date and due dates will not be extended. You are also allowed unlimited use of the "Check My Work" function in Connect which allows you to monitor your progress throughout the assignment to ensure you are getting the correct answers.

NOTE: Each chapter also has Practice Problems listed in Connect. These will not be graded and contain problems very similar to the Homework problems. Students having difficulty with the homework problems or who would like extra practice or review are encouraged to complete the practice problems in Connect.

Quiz

Each quiz consists of 30 multiple choice questions. *DO NOT use the "Save and Exit" function for the Quizzes!* Each quiz can only be accessed ONCE and you are allowed only 105 minutes to complete each quiz. Do not start a Quiz unless you have enough time to complete it. Once you start a Quiz the timer will start and cannot be reset. Due dates are listed on the Schedule of Activities and on Connect. The Quizzes will not be accepted after the due date and there are no make-up Quizzes.

Final Exam

The final exam is a combination of short problems, similar to those on the homework assignments, and multiple-choice questions, similar to those on the quizzes. It is a cumulative test, therefore, it will cover all 14 chapters. The Final Exam can only be accessed ONCE and you are allowed only 150 minutes to complete the final. Do not start the Final Exam unless you have enough time to complete it. Once you start the Final Exam the timer will start and cannot be reset. The due date is listed on the Schedule of Activities and on Connect. The Final Exam will not be accepted after the due date and there are no make-ups of the Final Exam. The Final Exam will be available for only 1 work-week – May 15-19, 2023.

The pace of the class is tight, therefore, it is highly recommended that you keep pace with the syllabus and do not fall behind. The chapter assignments will be available for two weeks, from Monday to the second Sunday (with the exception of the orientation assignments and the final exam). You must complete and submit the assignments within the weeks they are posted as assignments will not be posted early and are not accepted after their posted due date and due dates will not be extended. See the Schedule of Activities below for availability and due dates.

To get the most from the class, it is important that you read each chapter in the text then complete the Interactive Video, LearnSmart assignment, Homework assignment and Quiz for each chapter. It is highly recommended to complete ONE CHAPTER per week, starting with chapter 1 in week 1.

All assignments, quizzes and the final exam will only be accepted in Connect (with the exception of the Orientation Agreement). No assignments, quizzes or tests will be accepted in Canvas, via email, or in any printed manner (with the exception of the Orientation Agreement). It is strongly recommended that you not wait until the Sunday evening due date to complete the assignments. If you experience issues with the assignments or Connect it may be difficult to get answers on Sunday evening and the due dates cannot be extended. Computer, internet, and/or software issues are not an excuse and will not allow you to submit assignments after the due date.

ATTENDANCE

You are expected to participate in the class by completing all assignments and submitting them by their due date. Regular participation is beneficial for the most comprehensive learning experience. Weekly attendance will be determined based on each student's submission of the required assignments by their due date. If you do not submit any assignments during the week, you will be marked absent for the week.

To confirm your enrollment in the class, you must complete the Connect Orientation Video assignment and submit the Orientation Agreement in Canvas by 11:59 pm PST on Sunday, February 5, 2023. Any student who does not complete the Connect Orientation Video and the Orientation Agreement by the due date may be dropped, no exceptions. Any student who has not completed a total of five assignments on Connect OR who fails to complete 2 consecutive weeks of assignments will be dropped from the class. Participation and completion of assignments is crucial for successful completion of the class. Please refer to the college's official attendance policy.

If circumstances prohibit you from completing the class, it is your responsibility to officially drop the class as stated in the schedule of classes, "*The ultimate responsibility of withdraw falls to the student.*"

E-MAILS

All e-mails must have your name, student number, and class # in the subject line. Emails received Monday – Thursday will be replied to within 24 hours; emails received Friday, on the weekend or holidays may not be replied to until the next school day. Emails received after 7:00 pm are considered received the next day. E-mail is not a substitute for participation or attendance. I am unable to respond to e-mails regarding information that has already been discussed or that is readily available elsewhere.

POLICY STATEMENT

Students may collaborate on Interactive Video, LearnSmart, and Homework assignments, but not on the Quizzes or the Final Exam. Collaboration involves working together, not copying or letting someone else copy your assignments.

Excessive absences, undesirable citizenship, or falsification of work may serve as a basis for a failing grade and/or withdraw from the class. I do not tolerate cheating in any manner, which is considered, but not limited to, copying or letting someone copy from quizzes or tests. I expect ethical behavior and integrity even when we do not meet in a classroom. Students who copy or let someone copy a quiz or test or commit academic dishonesty are subject to a score of zero for that assignment and will be dealt with according to the college's Academic Honesty policy.

Learning Outcomes:

1. Calculate future and present amounts related to specific financial situations using time value of money tables, financial calculator, spreadsheet software, or online calculators.
2. Calculate taxable income for an individual using both the standard deduction and itemized deductions.
3. Calculate and compare the cost of buying and leasing an automobile.
4. Calculate affordable monthly mortgage payment, affordable mortgage amount, and affordable home purchase price.
5. Evaluate and classify stock, bonds, and mutual funds by investment objective.

CONNECT ACCESS


Connect access is required for participation in the course. With the exception of the Orientation assignments, all assignments, quizzes, and the final exam will be completed using Connect. To get to the correct Connect site, **YOU MUST USE THE LINK PROVIDED IN CANVAS TO ACCESS CONNECT!**

HOW TO REGISTER AS A STUDENT ON CONNECT

Use the McGraw-Hill Connect link in Canvas to access the Connect site for this class. To register for this class:

1. Log into Canvas, select FIN 125M and click the 'McGraw-Hill Connect' link and you will be directed to the class Connect site.
2. Enter your email address. If you already have a Connect account, Connect will recognize your email and ask for your password. Enter your password and proceed to step 4.
3. If you do not already have a Connect account, you will need to create one. Make sure to write down your email address and password
4. Follow the on-screen directions; choose your Security Question and Answer carefully. Make sure to write them down and keep them in a safe place.
5. You should be offered the choices shown below:
 - a. If you have purchased the textbook bundle that includes the Access Code, enter the code in the box at the far left. The campus bookstore has the loose-leaf book with Connect access for \$97.50.
 - b. If you wish to purchase the Access Code and the e-book, select the middle box.
 - c. If you would like temporary access, select the box on the far right for a 2-week free trial of the Connect site. Once you purchase a code, your temporary account will become permanent.

Choose your method of access

<p>Use Connect code</p> <p>To access Connect, first enter your 20 digit access code.</p> <p>What is this?</p> <p>Access code</p> <input type="text"/> <p>Redeem</p>	<p>Connect</p> <p>Full digital experience including eBook.</p> <p>Price: \$60.00</p> <p>Access until Jul 21, 2023</p> <p>Secure payment </p> <p>Purchase</p> <p>or</p> <p>PayPal</p>	<p>14-day free access</p> <p>Get started now with two weeks of free access to Connect. Your work will be saved and will still be available to you and your instructor once you purchase.</p> <p>Access now</p>
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Once you have registered for Connect, you can access the assignments through Canvas. Just click on the arrow to the far right for the assignment on which you wish to work and you will be taken to that assignment in the Connect site.

Schedule of Activities:**SPRING 2023**

WEEK AVAIL	CH	POSTED	DUE	ACTIVITY
1	_____	Jan 30	Feb 5	Class Orientation (Video & Agreement) Must be submitted by 11:59 pm Sunday, Sept 11. Failure to complete the orientation may drop you from the class
1	1	Jan 30	Feb 12	Ch 1 – Video, LearnSmart, Homework, Quiz
2	2	Feb 6	Feb 19	Ch 2 – Video, LearnSmart, Homework, Quiz
3	3	Feb 13	Feb 26	Ch 3 – Video, LearnSmart, Homework, Quiz
4	4	Feb 20	Mar 5	Ch 4 – Video, LearnSmart, Homework, Quiz
5	5	Feb 27	Mar 12	Ch 5 – Video, LearnSmart, Homework, Quiz
6	6	Mar 6	Mar 26	Ch 6 – Video, LearnSmart, Homework, Quiz
		Mar 13	Mar 19	SPRING BREAK
7	7	Mar 20	Apr 2	Ch 7 – Video, LearnSmart, Homework, Quiz
8	8	Mar 27	Apr 9	Ch 8 – Video, LearnSmart, Homework, Quiz
9	9	Apr 3	Apr 16	Ch 9 – Video, LearnSmart, Homework, Quiz
10	10	Apr 10	Apr 23	Ch 10 – Video, LearnSmart, Homework, Quiz
11	11	Apr 17	Apr 30	Ch 11 – Video, LearnSmart, Homework, Quiz
12	12	Apr 24	May 7	Ch 12 – Video, LearnSmart, Homework, Quiz
13	13	May 1	May 14	Ch 13 – Video, LearnSmart, Homework, Quiz
14	14	May 8	May 19	Ch 14 – Video, LearnSmart, Homework, Quiz
15	1 - 14	May 15	May 19	Final Exam