

CUYAMACA COLLEGE
COURSE OUTLINE OF RECORD

BUSINESS 195 –PRINCIPLES OF MONEY MANAGEMENT FOR SUCCESS

3 hours lecture, 3 units

Catalog Description

Explores the theories and techniques of managing personal income by setting life planning goals that will culminate in the development of a personal plan for students to manage their finances throughout the lifespan. Within the broad backdrop of business and economics in the United States, topics will include lifelong financial planning, budgeting, managing checking and savings accounts, building and maintaining good credit, retirement and estate planning, insurance, home ownership, and creating an investment portfolio.

Prerequisite

None

Course Content

- 1) Financial Planning Throughout the Lifespan
 - a. Understanding Personal Finance
 - b. Financial Statements, Tools and Budgets
- 2) Money Management
 - a. Managing Income Taxes
 - b. Managing Checking and Savings
 - c. Building and Maintaining Good Credit
 - d. Credit Cards and Consumer Loans
 - e. Vehicle and Other Major Purchases
 - f. Housing: Buying or Renting
- 3) Income and Asset Protection
 - a. Homeowners, Auto and Personal Property Insurance
 - b. Health Care Planning
 - c. Life Insurance Planning
- 4) Investment Planning
 - a. Fundamentals of Investing
 - b. Investing in Stocks and Bonds
 - c. Investing through Mutual Funds
- 5) Retirement and Estate Planning

Course Objectives

Students will be able to:

- 1) Identify life management skills, values and goals at different stages of the lifespan.
- 2) Define the building blocks to achieve financial success.
- 3) Explain how the economy affects their personal financial success.
- 4) Analyze balance sheets and cash-flow statements to plan their financial health.
- 5) List and define the steps in calculating income taxes.
- 6) Describe the different types of checking, savings and money market accounts.
- 7) Plan how to build and maintain good credit.
- 8) Explain the criteria used in determining whether to buy or rent a home.
- 9) Define and describe how the different types of insurance (life, homeowners, auto) protect assets and limits risks.

- 10) Plan their investment portfolio utilizing savings, stocks, bonds and mutual funds.
- 11) Plan their estimated retirement needs in today's dollars.
- 12) Describe the essentials of an estate plan.

Method of Evaluation

A grading system will be established by the instructor and implemented uniformly. Grades will be based on demonstrated proficiency in subject matter determined by multiple measurements for evaluation, one of which must be essay exams, skills demonstration or, where appropriate, the symbol system.

- 1) Quizzes and exams
- 2) Written assignments, team or individual projects and presentations

Special Materials Required of Student

Financial calculator, access to Internet

Minimum Instructional Facilities

Smart classroom

Method of Instruction

- 1) Lecture and discussion
- 2) Instructor-guided discovery

Out-of-Class Assignments

- 1) Writing assignments
- 2) Reading assignments
- 3) Research project

Texts and References

- 1) Required (representative example): Kapoor. *Focus on Personal Finance*. 7th edition. McGraw-Hill, 2022.
- 2) Supplemental: None

Student Learning Outcomes

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

- 1) Identify and describe the components of a comprehensive personal investment portfolio.
- 2) Describe consumer debt, personal budgets and money management.
- 3) Compare and contrast the different types of insurance for consumers.