BUS 291 (001): Personal Finance
Fall Session 2018
Course Outline

Class Time: MW 13:00 – 14:15 (ED 314)

Instructor: Lee Elliott, B.A., MBA, C.Dir.
Lecturer (Finance and Entrepreneurship)

Email lee.elliott@uregina.ca

Office Hours: By Appointment

PREREQUISITES:
30 credit hours of university study

Text

Grading

<table>
<thead>
<tr>
<th>Component</th>
<th>Weight</th>
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<tbody>
<tr>
<td>Class Participation</td>
<td>10%</td>
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<tr>
<td>Essay</td>
<td>5%</td>
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<tr>
<td>Financial Plan</td>
<td>15%</td>
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<tr>
<td>Assignments</td>
<td>10%</td>
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<tr>
<td>Midterm</td>
<td>20%</td>
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<tr>
<td>Final Exam (Dec 19, 9:00am)</td>
<td>40%</td>
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Note: Students must pass final exam to receive a passing grade in this class.
**Course Objectives**

1. To introduce students to the fundamentals of financial literacy and personal finance.
2. To introduce students to the process of making good financial decisions.
3. To help students to determine their money culture and how their values influence their financial choices.
4. To provide an overview of budgets, savings, credit, debt, cash flow, different banking services, lending, risk management and financial planning for your future.

* This course will require students to have a good grasp of UR Courses and Microsoft Word. Students are required to submit all assignments through UR Courses.

**Class Attendance and Contribution:**

Students are expected to come to class well-prepared and are encouraged to participate in class discussions. Students who cannot attend a class should advise me prior to the class. Missing more than 5 classes may result in a grade of incomplete. Attendance will be taken periodically and considered in the class participation mark.

**Essay**

Students are required to submit a maximum 500-word essay on their financial story. Where are you now in terms of managing your money? Where have you been? What are your values in relation to money? What are your perceptions and attitudes regarding money? This assignment should be no more than 2 double-spaced pages (12pt font). APA format required. More information on this assignment will be posted on UR Courses and must be submitted by word document through the assignment link. DUE DATE: January 22 by 11:00pm.

**Financial Plan**

Students will work individually to develop their own financial plans. In this plan, you will examine what financial success is for you this year, next year and over the next five years. For each time frame, you will highlight the core financial goals you wish to achieve. More information on this assignment will be posted on UR Courses. DUE DATE: April 13th by 11:00pm.

**Midterm**

The examination will cover the concepts, models and theories explored in class, text chapters, cases and other assigned readings during the first half of the semester. EXAM DATE: Wednesday, Feb 14.

**Final Exam**

The final examination will cover the concepts, models and theories explored in class, text chapters, cases and other assigned readings throughout the semester. However, more emphasis will be on the second half of the semester. EXAM DATE: April 23, 2PM

**Grading Written Work**

Please pay attention to the comprehensiveness and clarity of written work. Grading of all written work will be based on sound analysis and effective communication. Late assignments will NOT be accepted in this class for any reason.

**Centre for Student Accessibility**

If there is any student in this course who, because of a disability, may have a need for accommodations please discuss this with the instructor. Alternatively, contact the Centre for Student Accessibility at (306) 585-4631.
**Intellectual Integrity**

Students enrolled in Business courses at the University of Regina are expected to adhere rigorously to principles of intellectual integrity. Plagiarism is a form of intellectual dishonesty in which another person's work is presented as one’s own. Plagiarism or cheating on examinations/assignments is a serious offence that may result in a zero grade on an assignment, a failing grade in a course, and expulsion from the University. Having any electronic device (phone) on your person during an exam other than approved calculator is considered academic misconduct.

**TENTATIVE COURSE OUTLINE:**

This is a guideline only and the schedule **will definitely change**.

<table>
<thead>
<tr>
<th>Week 1 (Sept 6):</th>
<th>Ch.1. Introduction and the Planning Process</th>
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<tr>
<td>Week 2 (Sept 11 &amp; 13):</td>
<td>Ch.2. Financial Statements</td>
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<tr>
<td>Week 3 (Sept 18 &amp; 20):</td>
<td>Ch.3. Tax and Chapter 4 Banks</td>
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<td>Week 4 (Sept 25 &amp; 27):</td>
<td>Ch.5 Consumer Credit</td>
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<td>Week 5 (Oct 2 &amp; 4):</td>
<td>Ch.6 Sources of Credit</td>
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<td>Week 6 (Oct 9 &amp; 11):</td>
<td>Ch. 7 Housing</td>
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<td>Week 7 (Oct 16 &amp; 18):</td>
<td>Ch. 8 Insurance</td>
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<td>Week 8 (Oct 25):</td>
<td>Ch. 9 Insurance</td>
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<td>Week 9 (Oct 30 &amp; Nov 1):</td>
<td>Ch. 10 and 11 Fundamentals of Investing</td>
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<td>Week 10 (Nov 6):</td>
<td>Ch.12 and 13 Bonds and Mutual Funds</td>
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<td>Week 11 (Nov 13 &amp; 15):</td>
<td>Ch. 14 Retirement Planning</td>
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<td>Week 12 (Nov 20 &amp; 22):</td>
<td>Ch.15 Estate planning</td>
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<td>Week 13 (Nov 27 &amp; Nov 29):</td>
<td>Estate Planning continued</td>
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<td>Week 14 (Dec 4 &amp; 6):</td>
<td>Completion of Course material and Review</td>
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**Midterm Exam – Oct 23**  
**Fall Break Nov 8**

**Welcome Finance Students!**
Feeling Stressed? Always worried?

Some stress is normal when you’re going to university but 1 in 5 students will suffer from enough distress that they would benefit from counselling.

What can I do?
The U of R offers several counselling services free of charge for students at the U of R. These sessions are confidential and easy to access for students – simply go to the second floor of Riddell, Room 251 to make an appointment.

When should you go?
Knowing when to schedule an appointment can be tough. Some common issues you might need help with include test anxiety, if you’ve experienced a trauma like losing a family member or a close friend, or if you’ve recently ended a relationship.

If the feelings you’re experiencing are more intense and severe counselling services can also provide urgent service within 3 days and referrals as needed.

What options are available for me?

*Personal Counselling* – This is a great option if you’d like one on one attention for things like anxiety and panic, relationship conflict, depression, grief and loss, academic issues, body image and substance abuse. Up to 5 sessions are free per semester. Try it – talking about your problems can be more helpful than you might think!

*Group Counselling* – Simply put, you’re not alone. Many students are experiencing the same things as you. The U of R offers a wide variety of group counselling opportunities that can help teach many skills for managing your mental health, including: Meditation and relaxation, Healthy relationships, Stress Management and Self-Care.

But I can’t afford counselling…
Seeking counselling doesn’t have to be cost prohibitive. Many students can benefit from the 5 free sessions offered by the University as a benefit of being a student.

If you need more sessions make sure you contact URSU and visit [www.iHaveAPlan.ca](http://www.iHaveAPlan.ca). Many expenses that are related to mental health, including going to a psychologist, are partially covered by your Student Health and Dental Plan!

What else can I do?
Self-care - taking better care of yourself, can help you out. Eating better, working out, smoking and drinking less and balancing school with fun can all help with mental health!
Have a problem but don’t know how to fix it?
URSU’s Student Advocate can help you free of charge!

- Academic Appeals
- Disciplinary Appeals
- Student Loan Appeals
- E-mail advocate@ursu.ca to schedule an appointment today!