

**COURSE FIN1010: PERSONAL FINANCIAL INFORMATION**

**Level:** Introductory

**Prerequisite:** None

**Description:** Students explore concepts that affect the finances of an individual, including a code of conduct, the economic environment, acquiring and using financial resources and the effects of government legislation.

**Parameters:** No specialized equipment or facilities.

**Outcomes:** The student will:

- 1. explain the importance of a code of conduct**
  - 1.1 define ethical conduct within the scope of personal financial management
  - 1.2 explain ethical issues through the use of case studies
  - 1.3 identify appropriate ethical conduct for an individual as it relates to personal and business dealings
- 2. identify and explain factors that affect an individual's financial management**
  - 2.1 describe the regulations and policies of levels of government, which affect financial management for an individual; e.g., municipal bylaws, provincial labour laws, taxation laws
  - 2.2 identify sources of information and assistance available to an individual
  - 2.3 identify examples of the effects of the economy on decision making and planning for an individual; e.g., interest rates, price changes, environmental issues, competition, foreign currency exchange
  - 2.4 describe how compound interest works to increase investments over time
  - 2.5 explore the concept of "paying yourself first" and how the rule of 72 can help determine investment objectives
  - 2.6 analyze the direct relationship between expected returns and risk in terms of:
    - 2.6.1 time limit or horizon; e.g., amount of time
    - 2.6.2 cash requirement; e.g., amount of money
    - 2.6.3 liquidity; e.g., how fast the asset can be turned back into cash
    - 2.6.4 emotional factors; e.g., "Will you lose sleep over an investment?"
- 3. identify and explain personal acquisition and use of financial resources**
  - 3.1 list the methods of acquiring capital
  - 3.2 identify the services offered by financial institutions to an individual
  - 3.3 describe potential problems for an individual using credit
  - 3.4 identify the insurance requirements for an individual
  - 3.5 discuss strategies to improve/increase personal net worth including:
    - 3.5.1 work for others; e.g., paycheck
    - 3.5.2 self-employment
    - 3.5.3 owning your own business; e.g., profit/loss
    - 3.5.4 decrease debt; e.g., liabilities
    - 3.5.5 save more and/or spend less
    - 3.5.6 invest your savings

- 3.6 identify and discuss the following three elements of an investment goal:
  - 3.6.1 objective; e.g., safety of principal, earn income, achieve growth
  - 3.6.2 time limit; e.g., short-, medium- or long-term
  - 3.6.3 strategies; e.g., select the right investment
- 3.7 identify and list different investments a person can choose from; e.g., short-term savings, savings accounts, term deposits, T-bills, stocks, bonds, mutual funds, precious metals, art, jewellery/precious stones, real estate, mortgages
- 3.8 demonstrate skills in managing bank accounts and services including:
  - 3.8.1 Internet banking
  - 3.8.2 Internet transactions
  - 3.8.3 stocks
  - 3.8.4 mutual funds
  - 3.8.5 Registered Retirement Savings Plan (RRSP)
  - 3.8.6 Registered Education Savings Plan (RESP)
  - 3.8.7 emerging technologies in banking
- 4. prepare a personal budget**
  - 4.1 explain what is meant by “developing a personal investment portfolio”
  - 4.2 prepare a realistic mock personal balance sheet; determine personal net worth including assets, liabilities and personal equity
  - 4.3 demonstrate understanding of how to create a personal budget
- 5. demonstrate basic competencies**
  - 5.1 demonstrate fundamental skills to:
    - 5.1.1 communicate
    - 5.1.2 manage information
    - 5.1.3 use numbers
    - 5.1.4 think and solve problems
  - 5.2 demonstrate personal management skills to:
    - 5.2.1 demonstrate positive attitudes and behaviours
    - 5.2.2 be responsible
    - 5.2.3 be adaptable
    - 5.2.4 learn continuously
    - 5.2.5 work safely
  - 5.3 demonstrate teamwork skills to:
    - 5.3.1 work with others
    - 5.3.2 participate in projects and tasks
- 6. make personal connections to the cluster content and processes to inform possible pathway choices**
  - 6.1 complete/update a personal inventory; e.g., interests, values, beliefs, resources, prior learning and experiences
  - 6.2 create a connection between a personal inventory and occupational choices