Introduction to Finance (B201)  
Course Outline - Winter 2005 - Section 1

**Prerequisites:** None.

**Instructor:** Kenton C. Anderson - Degrees: BS in Accounting (BYU), BS in Marketing Education (BYU), MA in International Relations (BYU). Minors in Travel/Tourism, Seminary and Institute Instruction, Economics, and History. Work Experience: Corporate Accounting, Small Business Management, Sales, Income Tax Accounting, Office Management, Cooperative Education, CES, Military, Farm Management, and Home Operated Business.

**Office Hours:** Smith 431B. 9:00AM Daily, or by appointment. (Sign-ups are not necessary, but to avoid waiting, you might want to call before making the effort to come in.) Phone: 496-1427

**Text:**  
**Personal Finance - 7th Edition,** By Kapoor, Dlabay & Hughes  
Can be shared with a partner if you sit by your partner in class. (So you can share in class.)

**Mission Statement:** Students will learn the basics of Personal Finance and be more equipped to make the major financial decisions of life.

**Objectives:** General objectives are stated in each text assigned reading chapter..

**General Grading:**  
Reading Discovery  
Chapter Quizzes: 100 Points  
Outside Reading Quizzes  
Accounting Quiz 20 Points  
One for the Money 10 Points  
Exam #1 (Chapters 5-7) 40 Points  
Exam #2 (Chapters 13-17) 70 Points  
Final Comprehensive Exam 60 Points  

300 Points  
Subtotal for Quizzes/Tests:

Mini Research Projects & Problems:  
Accounting Cycle Problem 20 Points  
Personal Financial Statements 10 Points  
Stock Market Game 20 Points  
Job Choice Analysis 20 Points  
Present Value/Future Value Problems 20 Points  
Budgets and Financial Notebook 40 Points  
Consumer Research and Spending 30 Points  
Guest Speaker Notes 20 Points  
Video Notes 20 Points  
Insurance Assignment: 10 Points  
Investment Problems 30 Points  
Tax Problem 20 Points  
Mutual Fund Research 10 Points  
Starting a Home Business 10 Points  
Business Summit 10 Points  
Participation 10+ Points  

300 Points  
Subtotal for Assignments:

**Grade Percentages:**  
92.0-100% = A  
89.5-91.9 = A-  
87.0-89.4 = B+  
82.0-86.9 = B  
79.5-81.9% = B-  
7.0-79.4 = C+  
72.0-76.9 = C  
Etc.

**Class Policies:**  
**Homework** - Due at the first of the class or 20% off.
### Class Procedure:

- **Make-up**: 20% off 1st offence with one week due period. 40% off 2nd offence with one due week period. 60% off 3rd offence with one week due period. Etc.
- **Absences**: Only pre-arranged excused absences are acceptable to be forgiven late homework and no-penalty make-ups. “I won’t make it to class today” messages on the phone are not excused absences. Some emergency types of excuses can be given without pre-arranged absences.
- **Tardiness**: Please be on time and do not disrupt the class. Grade reduction can result with continued tardiness. (Teacher will give warnings)
- **Class Conduct**: Dress and Honor Code apply at all times. Please comply!
- **Other**: Please bring text to class each period. (Required)

### Class Assignment Schedule:

Note: The instructor reserves the right to make timely changes in the class assignment scheduled and the mixture of types of assignments and grading points based on his professional judgement of class needs and current directions/opportunities available. Students will be notified in advance by class announcements of material changes in the class schedule or mixture of assignments/points.

<table>
<thead>
<tr>
<th>Date</th>
<th>Assignments Due (at the first of class)</th>
<th>Comments</th>
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| 1/6 Thurs. | Class orientation and introductions  
Stocks and Bonds - Project Assignment                                                                  | Go over course syllabus                       |
| 1/11 Tues  | Learn the basics in Financial Accounting - The Language of Business (all in class assignments today)    | In-class handouts/Mini Project related to the accounting cycle. |
| 1/13 Thurs.| Work on Accounting Project in Class  
**Read**: “One for the Money” by Elder Marvin J. Ashton                                                | **Quiz** on “One for the Money” (12 Sub-topics)  
Bring Accounting Materials                                                             |
| 1/18 Tues. | Accounting Project **Due**  
Personal Financial Statements **Due**  
   Personal Cash Flow (Income Statement)  
   Personal Balance Sheet Statement     | Quiz on Accounting Project                   |
| 1/20 Thurs | **Read** Chapter 1  
   “Planning Your Personal Finances”                                                          | Discussion on Financial Planning  
   In-Class Problems on Compounding of Interest                                               |
| 1/25 Tues  | **Review** Chapter 1  
   “Planning Your Personal Finances”  
   **Due**: Chapter 1 Problems assigned last period.                                             | Correct Problems in Class.  
   **Quiz** over Chapter 1  
   Kick-off for Chapter 2 - Job  
   Decision problem handed out.                                                             |
| Date       | Read Topic                                                                 | Due
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<tr>
<td>1/27 Thurs</td>
<td><strong>Read</strong> Chapter 2&lt;br&gt;“Financial Aspects of Career Planning”</td>
<td>Video on Economic Health of America. Job Sources Career Development</td>
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<td>2/1 Tues</td>
<td>Review Chapter 2&lt;br&gt;<strong>Due</strong>: Job Decision Problem - Be ready to stand and defend your decision.</td>
<td>Student Presentations of their solutions to the Job Decision. Chapter 2 <strong>Quiz</strong> -</td>
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<td>2/3 Thurs</td>
<td><strong>Read</strong> Chapter 3&lt;br&gt;Money Management Strategy: Financial Statements and Budgeting</td>
<td>Work on Budget Preparation in class. Budget assignment given. <strong>Short Quiz</strong>: Chapter 3</td>
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<td>2/8 Tues</td>
<td><strong>Read</strong> Chapter 4&lt;br&gt;Taxes and Financial Planning&lt;br&gt;<strong>Due</strong>: Budget Assignment Part 1</td>
<td>Income Tax Preparation&lt;br&gt;Start in class&lt;br&gt;Bring Personal W-2 Information for 2004</td>
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<td>2/10 Thurs</td>
<td>Review Income Tax Materials&lt;br&gt;<strong>Due</strong>: Income Tax Problem</td>
<td><strong>Quiz</strong>: Chapter 4 and Income Tax Information</td>
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<td>2/15 Tues</td>
<td><strong>Read</strong> Chapter 5&lt;br&gt;A Strategy for Managing Cash</td>
<td>Video Case Studies with Experts Class Discussion</td>
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<td>2/17 Thurs</td>
<td><strong>Read</strong> Chapter 6&lt;br&gt;What is Consumer Credit?&lt;br&gt;Guest Speaker on Credit Unions &amp; Banking Services - Getting-a-Loan Process</td>
<td>Take Notes in class&lt;br&gt;Discussion on Banking Services and Consumer Credit</td>
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<td>2/22 Tuesday</td>
<td><strong>Read</strong> Chapter 7&lt;br&gt;Choosing a Source of Credit: The Costs of Credit Alternatives. School Loans/Financing (Speaker)</td>
<td>Take Notes in class&lt;br&gt;<strong>Exam in Testing Center</strong> over Chapters 5,6,7. (40 pts) Objective Questions. Open: Tuesday - Wednesday 2/22 - 2/23.</td>
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<td>2/24 Thursday</td>
<td><strong>Read</strong> Chapter 8&lt;br&gt;Consumer Purchasing: A Research-Based Approach&lt;br&gt;Car Purchase Assignment given out.</td>
<td>Consumer Research Project given out in class and discussed. Due on 3/3 Thursday at first of class. Food/Car/Home Discussion on purchase strategies.</td>
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<td>3/1 Tuesday</td>
<td><strong>Read</strong> Chapter 9&lt;br&gt;The Housing Decision: Factors and Finances&lt;br&gt;<strong>Due</strong>: Check-up on Financial Notebook including Stocks/Budgets/Goals (Bring up-to-date notebook to class)</td>
<td>Video on purchasing a home/car Possible Guest Speaker - Take Notes</td>
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<td>Date</td>
<td>Assignment Details</td>
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| 3/3 Thursday | **Review Chapters 8 & 9**  
**Due:** Results of Consumer Research Project  
**Student Presentations & Discussions**  
**Quiz:** Chapters 8 & 9 |
| 3/8 Tuesday  | **Read Chapter 10**  
*Home and Automobile Insurance*  
Quest Speaker - Insurance Agent  
**Take Notes**  
**Insurance Research Assignment** |
| 3/10 Thursday | **Read** Chapter 11  
*Health and Disability Insurance*  
**Due:** Home/Auto Insurance Assignment  
**Video Case Discussion** |
| 3/15 Tuesday | **Read** Chapter 12  
*Life Insurance* - Guest Speaker  
**Take Notes:**  
**Quiz over Chapters 10-12 - Take Home.** |
| 3/17 Thursday | **Read** Chapter 13  
*Investment Fundamentals*  
**Special Video Discussion** |
| 3/22 Tuesday  | **Read** Chapter 14  
*Investing in Stock*  
**Power Point Discussion on Stock Investments Problems Assigned** |
| 3/24 Thursday | **Business Summit - No Regular Class**  
Attend at least one session of “Business Summit” and do a typed 10-best idea paper on the lecture to be handed in at the first of the next class.  
**Business Summit - All day in the Taylor & Smith Buildings. Major forum at 2 PM.....See ads. Visits/lectures from LDS Business Professionals.** |
| 3/29 Tuesday  | **Read** Chapter 15  
*Investing in Bonds*  
**Due:** Business Summit Paper  
**Video and Power Point Case Studies and Discussions on Bond Investments Problems Assigned.** |
| 3/31 Thursday | **Read** Chapter 16  
*Investing in Mutual Funds*  
**Due:** Investment Problems  
**Case Studies & Videos on Mutual Funds Discussion Student Presentations** |
| 4/5 Tuesday  | **Read** Chapter 17  
*Investing in Real Estate and Other Investment Alternatives*  
**Case Studies in Real Estate Problems** |
| 4/7 Thursday  | Review in class over Chapters 13-17  
**Test** in Testing Center (4/7 - 4/11)  
**75 Points**  
**Review Game for Chapters 13-17 - Points can be earned for exam.** |
<table>
<thead>
<tr>
<th>Date</th>
<th>Read Chapter</th>
<th>Due:</th>
<th>Course Activities</th>
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<tr>
<td>4/12 Tues</td>
<td>Retirement</td>
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<td>Video &amp; Discussion 401K’s &amp; Roth Retirements Social Security Retirement Problems Home Business Research Problem</td>
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<td>Planning</td>
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<td>4/14 Thurs</td>
<td>Chapter 19</td>
<td>Problems</td>
<td>Discussion on Estate Planning Quiz: Chapters 18 &amp; 19</td>
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<td>Estate Planning</td>
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<tr>
<td>4/19 Tues</td>
<td>Last Regular Class Final Checkup on Financial Notebook Awards to Stock Market Game Winner Review for final</td>
<td>Review for Final - all questions taken from past quizzes &amp; exams.</td>
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<tr>
<td>Wed 4/20</td>
<td>Final Exam</td>
<td>11:20 AM - 1:20 PM in regular classroom</td>
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**Notice #1:** Brigham Young University-Idaho is committed to providing a working and learning atmosphere which reasonable accommodates qualified persons with disabilities. If you have any disability which may impair your ability to complete this course successfully, please contact the Service for Students with Disabilities Office, 496-1158. Reasonable academic accommodation are reviewed for all students who have qualified documented disabilities. Services are coordinated with the student and instructor by this office. If you need assistance or if you feel you have been unlawfully discriminated against on the basis of disability, you may seek resolution through established grievance policy and procedures. You should contact the Personnel Office at 496-1130.

**Notice #2:** The Instructor reserves the right to change the course requirement mix and assignment due dates based on his timely evaluation of individual and class needs. (Advanced notice will be given if changes are required.)
Simplified Stock Transaction Schedule

**Starting Value: $10,000**

Requirement: Invest 50% in Dow Stock and 50% in other (your choice). Complete at least one major transaction each Friday. (Moving 25% of your $)

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<tr>
<th>Company Name</th>
<th>Date Purch.</th>
<th>Cost per Share</th>
<th># Shares</th>
<th>Total Cost</th>
<th>Date Sold</th>
<th>Price/Share</th>
<th># Shares</th>
<th>Gross Rev.</th>
<th>Profit (loss)</th>
<th>Ending Value</th>
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Total Ending Value: $________