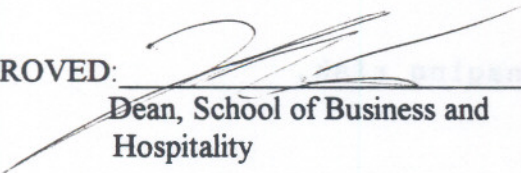


SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

COURSE TITLE: FINANCE AND INVESTMENTS I
CODE NO.: BUS 202
PROGRAM: BUSINESS
SEMESTER: THREE
DATE: SEPTEMBER 1995
PREVIOUS OUTLINE: SEPTEMBER 1994
AUTHOR: J. CAVALIERE/L. LITTLE

APPROVED: 
Dean, School of Business and
Hospitality

95 08 23
DATE

Finance and Investments I

Total Credits: 5

Prerequisites: None

PHILOSOPHY/GOALS:

To introduce the student to concepts utilized in managing an individual's personal finances. The students will be exposed to financial planning ranging from the study of consumer credit to personal estate planning to the use of financial investment products in a personal investment portfolio.

STUDENT PERFORMANCE OBJECTIVES:

Upon successful completion of this course the participant will be able to:

1. Identify and apply the financial planning process as it relates to an individual's goals.
2. Understand the various types of financial planning opportunities available to an individual.
3. Understand the Stock market and how it functions.
4. Understand consumer credit and how best to utilize the multitude of products available to the general consumer.

TOPICS TO BE COVERED:

- 1) Identifying personal financial goals.
- 2) Wills and Estate planning.
- 3) General insurance coverage and managing risk.
- 4) Retirement Planning.
- 5) Stocks and Mutual Funds.
- 6) Consumer loans, Vendor Credit, Mortgages, conditional sales contracts.

LEARNING OBJECTIVES

REQUIRED RESOURCES: Personal Finance for Canadians, 5th edition, Kathleen Brown, Prentice Hall Publishers

Learning Objectives:

After completing the topical material outlined in the study units the student should be able to:

1.0 Financial Planning

- 1.1 The Financial Planning process as it relates to an individual's goals.
- 1.2 How to estimate an individual's future cash flow requirements.
- 1.3 How to identify your own personal financial goals and priorities.
- 1.4 The need for wills and the techniques used to prepare a will.
- 1.5 How estates are settled with and without a will.
- 1.6 How assets are transferred to your estate for final distribution.

2.0 Financial Securities:

- 2.1 Introduction to the types of personal financial risks which are present in the Financial Marketplace.
- 2.2 Understanding the various types of general insurance coverage; property, automobile and general liability insurance.
- 2.3 The basic concepts of Life insurance and the various types of Life insurance coverage available to an individual.
- 2.4 Personal Financial planning concepts relating to Retirement.
- 2.5 Personal investment plans for individual investors.
- 2.6 Understanding Money Market securities ranging from Government Treasury bills to Government and Industrial Bonds.
- 2.7 Understanding the role of the Stock Market and how it functions.
- 2.8 Overview of the types of Stock available for purchase by individual investors.
- 2.9 Mutual Fund investments.

3.0 The use of Credit in Canada:

- 3.1 A survey of the use of credit in Canada.
- 3.2 How to apply for a consumer loan and the required personal information to be disclosed.
- 3.3 The cost of borrowing.
- 3.4 Regulations and policies associated with borrowing.
- 3.5 The types of Vendor credit, conditional sales contracts.
- 3.6 Mortgages and the policies affecting this type of credit.

Method of Assessment:

A) Grading:	A+	90% - 100%
	A	80% - 89%
	B	70% - 79%
	C	60% - 69%
	R	Below 59% - Repeat the course

B) Tests: All students will be required to complete three tests during the course of the term. The total weighting of the three tests will represent 75% of the final term grade. The remaining 25% of the grade assessment will be comprised of assignments. The tests will be administered during the term as follows:

Test #1: Unit of study: Financial Planning process, Cash flows, Wills and Estate planning. Reference material from Chapters 1 & 3

Test #2: Unit of study: Risk management, General Insurance coverage retirement planning, money market securities, investment plans. Reference material from Chapters 4, 5, 6, 7.

Test #3: Unit of study: Stock market, mutual funds, consumer credit, cost of borrowing, conditional sales contracts. Reference material from chapters 9, 10, 11, 12, 13.

Supplementary Test: Administered at the end of the semester. A Student who missed writing a test during the regular semester qualifies to write the Supplementary test. The grade received on the supplementary test will replace the missed test. The supplementary test is a comprehensive test drawing from all of the material covered during the regular semester.

Notes to Students:

- a) Attendance is critical to the participant's success in this course.
- b) Late assignments will be assessed a **ZERO GRADE.**
- d) Your instructor reserves the right to modify the course as he/she deems necessary to meet the needs of the students.

COURSE RESOURCES

PRIMARY RESOURCES

- 1) Kathleen H. Brown, Personal Finance for Canadians 5th edition, Prentice Hall Publishers

ADDITIONAL RESOURCES

- 1) The Globe and Mail Report on Business
- 2) Financial Times
- 3) Financial Post
- 4) Toronto Star Report on Business
- 5) Periodicals on reserve

All of these resources are available in the Sault College Library.

