COCONINO COMMUNITY COLLEGE
COURSE OUTLINE

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Status: Permanent

A. Identification:
1. Subject Area: Business
2. Course Number: BUS 103
3. Course Title: PERSONAL FINANCE
4. Credit Hrs: 3
5. Catalog Description:
   Students will learn the fundamentals assessing, managing, and implementing a plan
   for personal finance. Course work includes individual budgeting, personal banking,
   home ownership, investing, insurance, and planning for retirement. Three lecture.

B. Course Goals:
To provide the students with the necessary skills to prepare them for understanding the
contemporary environment of personal finance the world today and the on-going economic
impact of those changes for personal financial planning and to emphasize the functional
areas of personal financial planning applications as preparation for: problem-solving,
communication, reasoning, and reporting which aid in the personal and household
management process. Computer worksheet applications may be utilized.

C. Course Competencies: Should be Outcomes
The student will:
1. Demonstrate the ability to interpret Personal Financial Statements
2. Analyze Personal Banking Needs
3. Assess their risk management and protection of personal wealth
4. Illustrate a basic understanding of personal investment
5. Demonstrate knowledge of retirement and estate planning
6. Integrate the components of a personal finance plan into a functioning plan for
   themselves.

D. Course Outcomes Assessment:
   Assessment will include:
   1. Course exams and or project

E. Course Content:
1. Tools for Personal Financial Planning
2. Managing Personal Liquidity
3. Personal Loan Financing
4. Protecting Personal Wealth
5. Personal Investing
6. Retirement and Estate Planning
7. Synthesis of Financial Planning