# Syllabus

## Welcome to BYU Online!

This course is part of a small pilot of online courses at BYU. This course is a highly structured learning experience that meets the university’s general education requirements and will mirror the intensity of the on-campus course. This course differs from on-campus courses and other online courses in the following ways:

* **Course Content** – Aside from your textbook and workbook, all of the course content is contained online. You will also submit all your assignments and complete all your course quizzes online.
* **Course Completion** – You are allowed to complete this course at your own pace. The only restriction is that you cannot complete the course before halfway through the semester.To receive full credit you must complete the first learning checkpoint and each exam by their due dates. You will be significantly penalized if you complete them after their due dates. The rest of the dates in the course schedule are suggested completion dates. We strongly encourage you to use those dates to stay caught up in this course. At the close of the semester all assignments, speedbacks, and tests (except the final exam) must be completed by the start of reading days. You must complete the final exam by the last day of finals week.
* **Orientation Meeting** – You are required to attend an initial class meeting. At this meeting, you will meet your instructor, course TA and other members of the class. You will also have the opportunity to ask any questions you have about the class and how it operates.
* **Course TA** – This course has a specific TA that you can contact with questions about the course or course content. The TA will also assist you in creating a course completion schedule and meet with you for the course checkpoints.
* **Checkpoints** – Throughout the course you will be required to meet with the course TA 3 times. These meetings will take place in Adobe Connect. These checkpoints will allow you to discuss your progress in the course and help you follow your course completion plan. You must complete all three checkpoints in order to receive course credit.
* **Webinars** – A webinar is a scheduled class session that you will attend through Adobe Connect. These webinars will allow for information sharing, special lectures and exam reviews. You will be able to interact with your instructor and other members of the class.
* **Discussion Board** – This course contains a monitored course Facebook group that will function as a discussion board and allow you to post, respond to and evaluate various topics related to the course material. You may access this group at the following web address: <https://www.facebook.com/groups/sfl260discussionboard/>​

As part of the pilot, we will be asking you to help assess the success and effectiveness of this course, the faculty member, the course delivery and the course support. Your participation in this assessment effort will be critical to future opportunities for online learning at BYU. Please be prepared to provide meaningful feedback about your experience.

## Course TA Information

Your TA for this course is **Melissa Bennett**. Please contact your TA if you have any questions, run into difficulties with the course, or need help with the course work.

* Melissa Bennett
* ta\_sfl260@byu.edu
* 801-422-6216

Remember, your TA is your first line of contact, and will be able to help you with most issues that come up. She is looking forward to getting to know you!

## ****Course Instructor Information****

* E. Jeffrey Hill
* jeff\_hill@byu.edu
* 801-422-9091

My wife Tammy and I have 12 children, 6 children-in-law and 21 grandchildren.  Each of our first spouses passed away and we are blending two families. It’s challenging, exciting, and rewarding! I have been on the faculty at BYU in the School of Family Life since 1998.  Before getting a PhD in Family and Human Development at USU in 1995, I worked at IBM for more than 20 years.  I have had the joy of sharing marriage and family finances with two wonderful women who are very different from one another. I am at BYU because I love my family, I love to teach, and I especially love to teach about marriage, home, and family finances.  I look forward to teaching you!

## BYU Course Outcomes

1. Identify areas of financial risk in your personal lives
2. Differentiate between a good financial decision and a poor financial decision
3. Use financial calculators or financial equations for time value of money to classify various financial products to determine the most appropriate product for your family given your current financial situation
4. Generate a family budget and evaluate home and automobile purchasing and financing options
5. Analyze and plan for present and future needs by understanding investing options available

## Textbook and Materials

Required Materials:

The **textbook** used in this course is Get A Financial Life, 3rd edition, by Beth Kobliner (New York, Simon & Schuster, 2009).

The **workbook** you need is called Personal & Family Finance Workbook, 6th ed., by Craig Israelsen. (BYU Academic Publishing, 2011, 9780740932182). (This is a BYU Custom textbook, and is available through the BYU Bookstore.)

**IMPORTANT: a calculator with the functions of a financial calculator is required for this course**. There are many options including HP 10bII+ Other HP financial calculators, TI BA II+.  Many graphing calculators (TI-83, TI-84, etc.) have Time Value of Money capabilities and can be used in place of a financial calculator.  Many students like them better because they can see all of the steps to a problem at once on the screen.

If you wish to do additional reading in the area of personal and family finance, I recommend the following:

* Making the Most of Your Money by Jane Bryant Quinn
* The Millionaire Next Door by Thomas Stanley and William Danko
* The Richest Man in Babylon by George Clason
* For Love and Money by Bernhard Poduska
* 7Twelve: A Diversified Investment Portfolio with a Plan by Craig Israelsen

## Course Assessment

These are the assignments and exams that determine your grade for the course.

### Speedback Progress Evaluations

After each lesson you are required to complete a Speedback progress evaluation. Each progress evaluation consists of 20 questions. The exception is progress evaluation #5 (Taxes), which has 15 questions. **The speedback progress evaluations are an important part of your overall grade. Take them seriously.** I strongly recommend that you read the assigned sections in the textbook and workbook and complete the workbook assignments before attempting a speedback progress evaluation.

You may use the study guide, workbook, notes, and/or the textbook when completing each progress evaluation.

If you feel that the score you received on a progress evaluation did not reflect the effort you put into the assignment, you may scan a copy of your hand-written and corrected calculations and email them to the TA in order to make up points. Half of a point will be added to your score for each problem you correct.

### Written Assignments

You will complete three written assignments for this course:

**“What would you do with $200,000?”:** This is a simple 1-2 page paper to get you thinking about how you use money.

**Starter Home:** In this assignment, you will apply principles and calculations that you have learned throughout the semester to a life-like scenario that will help you better understand how finances work in a young family. You should complete sections 1-8 of the workbook before you begin this assignment.

**Dream Home:** This assignment builds off of the Starter Home assignment and will help you understand how family finances work in a mid-life family. You should complete sections 1-8 of the workbook and the starter home assignment before you begin this assignment.

### Examinations

This course requires that you complete three supervised examinations. The exams are not cumulative—i.e., the second midcourse exam covers only topical material introduced after the first midcourse exam. **Having said that, it is important to realize that you will use the quantitative skills (i.e., time value of money calculations) that you learn at the beginning of the course in ALL THREE EXAMS.**

**Bring your calculator and blank scratch paper to each exam.** The algebraic formulas (as shown in the workbook) for Lump Sum and Annuity formulas will be provided for you at each exam.

You are **not** permitted to use the workbook, study guide, notes, or textbook during the exams.

### Learning Checkpoints

Checkpoint 1: you will meet with the TA through Adobe Connect to introduce yourself to her and get to know her a little better. She will explain a few logistical details about the course and will answer any of your questions. You will also present to her your plan for finishing the course by the end of the semester. This checkpoint has hard deadline so please plan to complete it within the first three weeks of the semester.

Checkpoint 2: you can complete this checkpoint by either meeting with the TA one-on-one through Adobe Connect or attending the midcourse exam 1 review.

Checkpoint 3: This checkpoint should be completed before you take the final exam. You will meet individually with the TA through Adobe Connect. You will be able to ask any final questions you have about the course and give the TA constructive feedback on how to improve the course.

### Facebook Discussion Group

Throughout the course of the semester you will respond to 5 different prompts related to family finance on the course Facebook group. Each response is worth 1 point. Responding to these prompts is an easy way to boost your grade.

Each Facebook Discussion Prompt will be posted in the Facebook group a week before its suggested completion date. The course TA will send out an email to notify students the day a new prompt is posted. Please respond to the prompt by commenting on the post. **Do not respond in a separate post.** Please try to respond to each prompt within one week of it being posted.

In order to accomodate students who wish to finish the course ahead of schedule, we will post 10 prompts throughout the semester. In order to receive full credit, students need to respond to a total of 5 prompts throughout the semester. No extra credit will be given to students who respond to more than 5 prompts.

## Grading

Here is the breakdown for grading:

|  |  |
| --- | --- |
| 8 Speedback Progress Evaluations | 5 points each (40 points total) |
| “What would you do with $200,000?” | 5 points |
| Starter Home | 10 points |
| Dream Home | 10 points |
| Midcourse Exam 1 | 25 points |
| Midcourse Exam 2 | 25 points |
| Final Exam | 25 points |
| 3 Learning Checkpoints | 5 points each (15 points total) |
| 5 Facebook Discussion Responses | 1 point each (5 points total) |
|  | **160 Total Points** |

### Grade Scale

|  |  |  |  |
| --- | --- | --- | --- |
| A | 94-100% | C | 74-76.9% |
| A- | 90-93.9% | C- | 70-73.9% |
| B+ | 87-89.9% | D+ | 67-69.9% |
| B | 84-86.9% | D | 64-69.9% |
| B- | 80-83.9% | D- | 60-63.9% |
| C+ | 77-79.9% | E | 0-59.9% |

**Note:** you must complete ***all*** course assignments before the start of reading days. You also must turn in ***all*** your assignments before you take the final exam.

## Course Schedule

\*\*\* Checkpoint 1, Midcourse exam 1, Midcourse exam 2 and the final exam have hard deadlines. You will be penalized if you complete these assignments after their due dates.

|  |  |
| --- | --- |
| Orientation Meeting: Thursday January 8, 11:00-11:50 am JFSB B062 | |
| Learning checkpoint 1 | Due: 1/23/15\*\*\* |
| “What would you do with $200,000?” | Complete by: 1/16/15 |
| Read Workbook Introduction and purchase/borrow/do whatever is necessary to obtain a financial calculator | Complete by: 1/16/15 |
| Respond to Facebook discussion prompt 1 | Complete by: 1/16/15 |
| Lesson 1: Time Value of Money   * Read Textbook Ch. 1 * Read Workbook Ch.1 * Complete Workbook Assignments 1.1 &1.2 (not graded) * Complete Lesson 1 Speedback Progress Evaluation | Complete by: 1/23/15 |
| Respond to Facebook discussion prompt 2 | Complete by: 1/23/15 |
| Lesson 2: Personal Financial Statements   * Read Textbook Ch. 2 * Read Workbook Ch. 2 * Complete Workbook Assignments 2.1, 2.2, & 2.3 (not graded) * Complete Lesson 2 Speedback Progress Evaluation | Complete by: 1/30/15 |
| Respond to Facebook discussion prompt 3 | Complete by: 1/30/15 |
| Webinar 1: Thursday February 5th, 11:00-11:50 am | |
| Lesson 3: Cash Management   * Read Textbook Ch. 4 * Read Workbook Ch. 3 * Complete Workbook Assignment 3.1 (not graded) * Complete Lesson 3 Speedback Progress Evaluation | Complete by: 2/6/15 |
| Respond to Facebook discussion prompt 4 | Complete by 2/6/15 |
| Lesson 4: Credit and Loans   * Read Textbook Ch. 3 * Read Workbook Ch. 4 * Complete Workbook Assignment 4.1 (not graded) * Complete lesson 4 Speedback Progress Evaluation | Complete by 2/13/15 |
| Respond to Facebook discussion prompt 5 | Complete by 2/13/15 |
| Midcourse Exam 1 Review: Monday February 16th, 5:00-5:50 pm  Attending this review counts as your second learning checkpoint | |
| Midcourse Exam 1 | Due: 2/20/15\*\*\* |
| Lesson 5: Taxes   * Read Textbook Ch. 9 * Read Workbook Ch. 5 * Complete Workbook Assignment 5.1 (not graded) * Complete lesson 5 Speedback Progress Evaluation | Complete by: 2/27/15 |
| Respond to Facebook discussion prompt 6 | Complete by 2/27/15 |
| Webinar 2: Thursday March 5th, 11:00-11:50 am | |
| Lesson 6: Risk Management and Insurance   * Read Textbook Ch. 8 * Read Workbook Ch. 6 * Complete Workbook Assignments 6.1, 6.2, 6.3, & 6.4 (not graded) * Complete lesson 6 Speedback Progress Evaluation | Complete by: 3/6/15 |
| Respond to Facebook discussion prompt 7 | Complete by 3/6/15 |
| Midcourse Exam 2 Review: Monday March 9th, 5:00-5:50 pm | |
| Midcourse Exam 2 | Due: 3/13/15\*\*\* |
| Lesson 7: Housing   * Read Textbook Ch. 7 * Read Workbook Ch. 7 * Complete Workbook Assignments 7.1 & 7.2 (not graded) * Complete lesson 7 Speedback Progress Evaluation | Complete by: 3/20/15 |
| Respond to Facebook discussion prompt 8 | Complete by: 3/20/15 |
| Lesson 8: Investing   * Read Textbook Ch. 5 & 6 * Read Workbook Ch. 8 * Complete Workbook Assignments 8.1, 8.2 & 8.3 (not graded) * Complete lesson 8 Speedback Progress Evaluation | Complete by 3/27/15 |
| Respond to Facebook discussion prompt 9 | Complete by 3/27/15 |
| Webinar 3: Thursday April 9th, 11:00-11:50 am | |
| Starter Home Assignment | Complete by: 4/10/15 |
| Respond to Facebook discussion prompt 10 | Complete by: 4/10/15 |
| Dream Home Assignment | Complete by: 4/14/15 |
| Learning Checkpoint 3 | Complete by: 4/14/15 |
| Final Exam Review: Wednesday April 15th, 5:00-5:50 pm | |
| Final Exam | Complete during finals week: 4/17/15 - 4/22/15\*\*\* |