

# WORKSHOP FOUR: BANKING BASICS & CHECKING ACCOUNTS

## **Advanced Preparations for Workshop 4:**

**Set-up:** Prepare room for class with adequate chair/table arrangement and sign-in sheets. Set up projector and PowerPoint slides. If facilitating an online session, set up the slides and Zoom meeting room.

## **Materials Needed For This Class:**

1. Attendance sheet
2. Whiteboard
3. Facilitator Guide
4. Student Guide: Workshop 4
5. Laptop & projector
6. PowerPoint slides: Workshop 4
7. Paper and pens or pencils
8. List of local banks, credit unions, and online/alternative/second-chance banks
9. Workshop 4 Worksheets
10. "Second-Chance Checking Accounts" Handout
11. "How to Avoid Bank Fees" Handout
12. "How to Balance Your Checkbook" Handout
13. Check writing and budgeting activity (optional)

## **Learning Objectives:**

*Upon conclusion of Workshop 4, participants will:*

1. Have learned at least three new banking terms and their meanings
2. Understand the differences and pros and cons between different types of financial institutions
3. Understand the most common banking fees and identify practical ways to minimize or avoid them
4. Understand the steps to opening a checking account
5. Identify steps to remedy poor banking histories
6. Understand the differences and pros/cons to different types of checking accounts
7. Understand how to read and write checks
8. Understand how to balance a checkbook and the importance of doing so