

Course Outline

Part I

Programme Title : Bachelor of Education (Honours) (Secondary); All undergraduate programmes

Programme QF Level : 5

Course Title : Personal Financial Planning

Course Code : IBS1126

Department : Social Sciences

Credit Points : 3

Contact Hours : 39

Pre-requisite(s) : Nil

Medium of Instruction: English

Course Level : 1

Part II

The University's Graduate Attributes and seven Generic Intended Learning Outcomes (GILOs) represent the attributes of ideal EdUHK graduates and their expected qualities respectively. Learning outcomes work coherently at the University (GILOs), programme (Programme Intended Learning Outcomes) and course (Course Intended Learning Outcomes) levels to achieve the goal of nurturing students with important graduate attributes.

In gist, the Graduate Attributes for Undergraduate, Taught Postgraduate and Research Postgraduate students consist of the following three domains (i.e. in short "PEER & I"):

- Professional Excellence;
- Ethical Responsibility; &
- Innovation.

The descriptors under these three domains are different for the three groups of students in order to reflect the respective level of Graduate Attributes.

The seven GILOs are:

1. Problem Solving Skills
2. Critical Thinking Skills
3. Creative Thinking Skills
- 4a. Oral Communication Skills
- 4b. Written Communication Skills
5. Social Interaction Skills
6. Ethical Decision Making
7. Global Perspectives

1. Course Synopsis

The course provides opportunity for students to explore the role of personal financial

planners and their service in personal financial planning. Issues from external environment such as economic, political and regulatory factors are examined on their effects on personal financial plans and responses to the changing environment. In addition, various investment tools and strategies are evaluated against personal financial plans. This course emphasizes on the vital role of statistics in business decision-making too.

2. Course Intended Learning Outcomes (CILOs)

Upon completion of this course, students will be able to:

- CILO₁ Demonstrate an understanding of personal financial planning and the economic, political and regulatory environment (including the required ethics) within which personal financial planners operate;
- CILO₂ Identify the key elements in personal financial planning;
- CILO₃ Overview various types of investment options and strategies with a basic understanding of business statistics;
- CILO₄ Discuss super-annuation issues and retirement benefits, and their impact on personal financial planning; and
- CILO₅ Develop sample personal financial plans for fictitious but realistic clients.

3. Content, CILOs and Teaching & Learning Activities

| Course Content | CILOs | Suggested Teaching & Learning Activities |
|---|-------------------------|---|
| Introduction to personal financial planning | CILO _{1,2} | Lecture; Case study and group discussion; Website search for current information; Demonstration |
| Key elements in the personal financial planning, i.e., to calculate and compare the present and future values of investments and returns on investments | CILO _{1,2,3,4} | Lecture; illustration; Demonstration; Website search for current information; Case study and group discussion, Hand on practice |
| Basic principles and use of business statistics, i.e., types and characteristics of business data and computer skills on statistical analysis | CILO _{3,4,5} | Lecture; illustration; Demonstration; Case study and group discussion; Hands on practice |
| Common investments portfolios such as shares, bonds and options | CILO _{3,4,5} | Lecture; illustration; Website search for current information; Case study and group discussion; Hand on practice |
| Super-annuation, retirement benefits and estate planning | CILO _{3,4,5} | Lecture; illustration; Demonstration; Guest speech; Case study and group discussion; Hand on practice |
| Developing and evaluating personal financial plans | CILO _{2,5} | Lecture; illustration; Demonstration; Guest speech; Case study and group discussion; Hand on practice |

4. Assessment

| Assessment Tasks | Weighting (%) | CILO |
|--|---------------|---------------------------|
| (a) One group project report proposing personal financial plans for sample clients | 40% | CILO _{1,2,3,4,5} |
| (b) Final examination | 60% | CILO _{1,2,3,4,5} |

5. Required Text(s)

Gitman, L.J., Joehnk, M.D. & Billingsley, R.S. (2014). *Personal financial planning* (13th ed.). Mason, OH: South-Western Cengage Learning.

6. Recommended Readings

Awiss, D. (2007). *Strategies for protecting wealth*. New York: McGraw-Hill.

Bajelsmit, V. (2006). *Personal finance: skills for life*. New Jersey: John Wiley & Sons, Inc.

Chorafas, D.N. (2006). *Wealth management: private banking, investment decisions and structured financial products*. Oxford; Burlington, MA: Butterworth-Heinemann.

Daniell, M. & Daniell, K.S. (2006). *Wealth wisdom for everyone: an easy-to-use guide to personal financial planning and wealth creation*. Hackensack, N.J.: World Scientific.

Frasca, R.R. (2009). *Personal finance: an integrated planning approach* (8th ed.). Boston: Prentice Hall.

Heath, J.A. (2012). *Personal finance essentials*. New York: Facts On File.

Koh, B. & Fong, W.M. (2011). *Personal financial planning* (4th ed.). Singapore: Prentice Hall.

Kumiega, A. & Van Vliet, B. (2008). *Quality money management: process engineering and best practices for systematic trading and investment*. Amsterdam; Boston: Elsevier/Academic Press.

Rejda, G.E. & McNamara, M.J. (2014). *Principles of risk management and insurance* (12th ed.). Boston: Pearson.

Schaap, C.B. (2008). *Invest with success: big profits for small investors*. Las Vegas, Nev.: Stock Market Store.

Tan, C.H. (2011). *Financial services and wealth management in Singapore*. Singapore: Ridge Books.

7. Related Web Resources

Chartered Financial Planners

<http://www.ifphk.org>

Registered Financial Planners

<http://www.rfp-hk.org>

Hong Kong Securities Institute

<http://www.hksi.org>

Mandatory Provident Fund Authority

<http://www.mpfahk.org>

8. Related Journals

Hong Kong Economic Journal

Financial Times

9. Academic Honesty

The University adopts a zero tolerance policy to plagiarism. For the University's policy on plagiarism, please refer to the *Policy on Academic Honesty, Responsibility and Integrity with Specific Reference to the Avoidance of Plagiarism by Students* (<https://www.eduhk.hk/re/modules/downloads/visit.php?cid=9&lid=89>). Students should familiarize themselves with the Policy.

10. Others

HK Financial Planner by the Institute of Financial Planners of Hong Kong
Course materials of CFA Level 1
Course materials of Financial Planning by CPA Australia

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