

Week 1: Financial Time-Line (Text Ch. 1)

- 1) Design a "financial map" displaying predicted future personal expenses
 - a) Consider life cycle stages: single, marriage, parenthood, career, retirement

Week 2: Income Taxes (Text Ch. 5)

- 1) Explain mandatory & optional paycheck deductions
- 2) Perform gross and net pay calculations
- 3) Complete a Form W-4 accurately and Form W-4 case studies
- 4) Discuss methods employees are paid (paycheck, direct deposit, payroll card)

Week 3: Filing Taxes (Text Ch. 5)

- 1) Explain the purpose of a Form W-2, 1099-INT Form, & Schedule 1
- 2) Research tax terms and information at website www.irs.gov
- 3) Complete a federal 1040EZ and a state IT-1040EZ tax form accurately

Weeks 4 and 5: Opening A Checking Account (Text Ch. 7)

- 1) Complete a checking account Signature Card & discuss its purpose
- 2) Compare & contrast various checking accounts at local commercial banks, savings & loans, and credit unions
- 3) Accurately endorse a check, write a check, complete a deposit slip and check register
- 4) Reconcile a check register with a monthly bank statement

Week 6: Electronic Banking (Text Ch. 7)

- 1) Explain how to accurately use a debit and ATM card
- 2) Compare and contrast benefits/disadvantages of "Other Banking Services" (cashier's & certified checks, money orders, safe deposit boxes, wire transfers, & traveler's checks)
- 3) Participate in a Checking Account & Debit Card Simulation

Week 7: Savings Strategies (Text Ch. 8)

- 1) Discuss reasons to save and methods of saving
- 2) Explain CD (Certificate of Deposits), MMDA (Money Market Deposit Accounts) & Savings Bonds
- 3) Identify factors to consider when saving: safety, APY, liquidity, penalties, & frequency of compounding
- 4) Calculate simple and compound interest
- 5) Research available savings plans at local commercial banks, savings & loans, and credit unions

Weeks 8 & 9: Retirement & Investments (Text Ch. 9)

- 1) Explain how time affects the value of money
- 2) Explain the "Rule of 72" and relationship between risk and rate of return
- 3) Research various traditional IRA (Individual Retirement Accounts) and Roth IRA's, 401(k) and 403(b)
- 4) Calculate rate of returns for different stock investments
- 5) Explain risks of investing in real estate and collectables
- 6) Discuss investment schemes, insider trading, stock brokers, financial planners, and S.E.C.