# Course Outline

## Banking Basics

**Topics:**
- Researching Financial Institutions
- Comparing Accounts
- Opening and Using Accounts
- Monitoring and Reconciling Accounts
- Introduction to Investing
- Mini-game: Compound It!

**Description:**
This module builds an understanding around how financial institutions work and how to use them. Learners will first reflect upon their feelings about financial institutions. Then, they'll explore different types of financial institutions and the products they offer. Once learners are familiar with the products, they'll learn how to open a checking and savings account and how to manage each. They'll also learn the importance of continually monitoring and reconciling their account. In addition to savings products, they'll also learn the role investing can play in their overall financial strategy.

**Objectives:**
- Examine the functions, services, and products offered at various financial institutions
- Compare the costs and benefits of select banking products
- Demonstrate how to open and effectively use a checking and savings account
- Monitor and reconcile bank statements to their personal records
- Explain how investing can be used as part of a long-term financial strategy

## Income and Employment

**Topics:**
- Impact of Education and Training
- Tax Withholding
- Analyzing a Paycheck
- Gig Economy
- Filing Taxes
- Comparing Benefits
- Mini-Game: A Balanced Life

**Description:**
This module explores how employment decisions affect income over a lifetime. Learners will learn about the impact education and skill development have on their future earning potential, and different ways to supplement their income. They'll also learn how to navigate the financial paperwork and choices that come with starting a new career. They'll develop an understanding of the taxes and deductions that come out of their net income, and the benefits they may receive from their employer to supplement their income.

**Objectives:**
- Analyze relationship between education, training, and earnings
- Examine the different deductions that come out of a paycheck that determines net pay
- Explain the content and purpose of standard tax forms
- Identify other types of income that can supplement wages or a salary
- Investigate benefits such as health insurance contributions, retirement benefits, leave, life insurance, and disability
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| Budgeting     | • Purpose of a budget  
• Setting up a budget  
• Budgeting tools  
• Tracking projected vs. actual spending  
• Emergency expenses  
• Mini-game: Payday! | This module helps develop a tactical strategy for managing finances. First, learners will be asked to reflect on their own budgeting personality. Then, they'll examine the benefits of using a budget. Once they understand the advantages, they'll learn about the individual components of a budget and how tracking their income and spending can help ensure they have enough money for their own financial goals, such as buying the things they want, maintaining an emergency fund, and donating to charity. Learners will then be equipped with different tools they can use to start to manage their own budget. | • Discover money personality, including spending and saving propensity  
• Describe the reasons for maintaining a budget  
• Build a budget by prioritizing needs and wants  
• Develop a system for tracking income, spending, and savings  
• Devise a contingency plan for covering unexpected expenses |
| Consumer Skills | • Product Research  
• Comparison Shopping  
• Renting vs. Leasing vs. Owning  
• Payment Methods  
• Mini-Game: You've Got a Deal! | This module teaches essential competencies for becoming an informed consumer. First, learners will reflect on their own spending behaviors. Then, they'll learn how to effectively navigate the purchase decision process for everyday purchases, a car, and a house. For each of these purchase decisions, learners will learn how to conduct product research and get the most value out of their purchases. For bigger purchases, such as a car or home, learners will compare the costs and benefits of renting, leasing, or owning. Finally, learners will evaluate which payment method to use when acquiring the goods and services they want. | • Recognize the responsibilities associated with personal finance decisions  
• Assess the quality of sources when researching products to buy  
• Analyze the costs and benefits of renting vs. owning  
• Apply strategies for making informed decisions when purchasing consumer goods  
• Describe when and how to use different payment methods  
• Recognize common consumer scams and how to avoid them |
| Managing Credit and Debt | • Credit and Debt Overview  
• Comparing Credit Cards  
• Using a Credit Card  
• Credit Card Statements and Credit Score  
• Debt Financing and Loans  
• Mini-Game: Loan Sharks for Lunch | This module tackles the role credit and debt can play in their spending strategy. First, learners will reflect on their own feelings on debt. Then, they'll develop an understanding of what credit is and how it works. They'll learn the relevant terminology and what features and fees to look for when shopping for a credit card. They'll also learn the importance of using credit responsibly, with discussion of credit scores. More broadly, learners will learn about debt, the different types of debt, and how to use it for financing purchases. They'll learn about common pitfalls and consequences that come with misuse. Finally, they'll explore strategies for effective debt management. | • Understand the reason for using debt to finance purchases  
• Compare and select credit cards based on features and impact to personal financial plan  
• Describe how credit repayment affects the cost of borrowing  
• Explain how the terms of a loan can affect the cost of credit  
• Develop strategies to manage debt and understand the consequences of not managing debt wisely  
• Recognize and avoid identity theft and fraud |
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| **Financing Higher Education** | • Evaluating the ROI of Higher Education  
• Higher Education Costs  
• How to Finance Higher Education  
• Additional Financing Tips  
• Applying for Federal Aid  
• Mini-Game: Education for Everyone | This module uncovers strategies for financing postsecondary education or training. First, learners will reflect on their primary stressors related to financing their education. After their reflection, learners will examine the return on investment related to higher education. Then, they’ll explore what they can do each year of high school to prepare for the costs. Their preparation strategy will include comparing the costs of higher education institutions, exploring sources of financing, and learning how to acquire federal aid through the FAFSA. At the conclusion of the module, learners will have a plan for their next steps. | • Analyze the relationship between cost of education versus return on investment  
• Compare costs of various higher education options  
• Analyze costs beyond tuition associated with postsecondary education and training institutions  
• Understand the costs and benefits of funding options  
• Discuss the purpose and components of the FAFSA |
| **Insurance** | • Risk Management and Insurance  
• Auto insurance  
• Renters/Homeowner Insurance  
• Health Insurance  
• Disability and Life Insurance  
• Mini-Game: Insurance Match | This module highlights the need for risk management strategies and how insurance plays a role. Learners will first reflect upon their own risk-taking propensity. Then, learners will explore the importance of devising a risk management strategy that includes personal and financial precautionary measures—with an emphasis on insurance. Learners will learn what insurance is and how it works. They’ll also explore the financial consequences for not having insurance. After that, learners will explore the different types of insurance, including auto, renters/homeowners, health, disability, and life insurance. For each type of insurance, learners will understand what the insurance covers, how it works, where to get it, and specific nuances related to the type of insurance. | • Identify common types of risks and basic risk management methods  
• Explain the role insurance can play in a risk management strategy  
• Define insurance terminology  
• Distinguish among the types, costs, and benefits of insurance coverage |