

<b>Module Code</b>	BA-3302		
<b>Module Title</b>	Personal Finance		
<b>Degree/Diploma</b>	Bachelor of Business (Accounting and Finance)		
<b>Type of Module</b>	Major Option/Breadth		
<b>Modular Credits</b>	4	<b>Total student workload</b>	8 hours/week
		<b>Contact hours</b>	4 hours/week
<b>Prerequisite</b>	Nil		
<b>Anti-requisite</b>	Nil		
<b>Aims</b>			
To introduce students to key concepts and essential planning tools associated with decision-making within personal finance in general, and financial planning in particular, in order for them to make informed choices related to spending, saving, borrowing, and investing now and in the future.			
<b>Learning Outcomes:</b>			
<i>On successful completion of this module, a student will be expected to be able to:</i>			
Lower order :	30%	<ul style="list-style-type: none"> <li>- recall the steps and concepts involved in personal financial planning.</li> <li>- understand the key components considered critical in money management, emergency planning, and investing for goals.</li> </ul>	
Middle order :	40%	<ul style="list-style-type: none"> <li>- analyse cases to identify the problems and interpret the problems in both quantitative and qualitative format.</li> <li>- apply financial concepts learnt in earlier lectures to review the issues/problems and design solutions accordingly.</li> </ul>	
Higher order:	30%	<ul style="list-style-type: none"> <li>- communicate individually and in groups the possible solutions to exercises and case studies, in a concise and critical manner.</li> <li>- justify proposed solutions using a synthesis of theoretical, empirical as well as 'real-world' information.</li> </ul>	
<b>Module Contents</b>			
<ul style="list-style-type: none"> <li>• An overview of personal finance <ul style="list-style-type: none"> <li>- Introducing the key concepts and environment in personal finance.</li> <li>- Understanding financial products offered by financial institutions: pros &amp; cons.</li> <li>- Understanding personal financial planning process.</li> <li>- Developing personal financial statements and plans.</li> </ul> </li> <li>• Money Management (Savings, Expenses and Credit) <ul style="list-style-type: none"> <li>- Importance of budgeting and managing cash flows.</li> <li>- Managing cash and savings.</li> <li>- Managing credit</li> </ul> </li> <li>• Emergency Planning (Protecting personal income and assets) <ul style="list-style-type: none"> <li>- Emergency fund</li> <li>- Insurance/<i>takaful</i></li> </ul> </li> <li>• Decision-making and investing for goals <ul style="list-style-type: none"> <li>- Making automobile and housing decisions.</li> <li>- Managing investments in financial assets (mutual funds, equity, REIT).</li> <li>- Retirement planning</li> </ul> </li> <li>• Contemporary topics in personal financial planning <ul style="list-style-type: none"> <li>- <i>Zakat and Waqf</i></li> <li>- Islamic financial planning features, and similarities and differences with conventional financial planning.</li> </ul> </li> </ul>			
<b>Assessment</b>	Formative assessment		Weekly assessment and feedback
	Summative assessment		Examination: 50%
			Coursework: 50% <ul style="list-style-type: none"> <li>- Individual Assignment (20%)</li> <li>- Individual Presentation (10%)</li> <li>- Group Project (20%)</li> </ul>