

eCFP Program Investment Planning Course Syllabus

Course Title: Fundamentals of Financial Planning and Insurance Planning

Course Number: FP102

Meeting Time: Tuesday/Thursday 3:30 – 5:30pm (central)

Instructor: TBA

Instructor Phone Number: TBA

Instructor Email: TBA

Course Contact Hours: 28

Required Texts:

Fundamentals of Investing, 10th Edition, Lawrence J. Gitman and Michael D. Joehnk, (Addison Wesley)

OR

Fundamentals of Investing, 10th Edition, Lawrence J. Gitman and Michael D. Joehnk, (Addison Wesley)

Understanding Your Financial Calculator, 4th Edition, (Kaplan)

Description of Course: An introduction investment planning process, risk and return, modern portfolio theory, equities, fixed income and derivative securities.

Companion Web Site: http://www.aw-bc.com/gitman_joehnk

Exams: A mid term is worth 40% and a cumulative final exam is worth 60% of your final grade.

Grading:

A	90 – 100
B	80 – 89
C	70 – 79
D	60 – 69
F	59 or below

Accessing Centra and Computer Compatibility

PRIOR to the program start you must ensure that your computer is compatible with Centra and become familiar with navigating within Centra. Therefore, please complete the following:

1. Log on to the Centra Web site at **du-de.centra.com** (do not use www or http).
2. Enter your **complete email address** as your User ID.
3. Enter the word **password** as your Password (all lower case).
4. Select the option “Remember me” and click the Log In button. Save this site in your Favorites so that you can access it again easily.
5. Perform a System Check. The System Check link is located at the top right of your My Schedule page.
 - a. Please make sure your headset with microphone is plugged into your computer before you start the System Check.
 - b. You will need to perform a System Check each time you use a different computer.

Centra Support

If you have any questions regarding the System Check or any other technical issues, please call the Centra Tech Help line at (888) 617-7499 from 8 a.m. to 8 p.m. Eastern time, Monday through Friday, excluding holidays. Please indicate that you are a student with Dalton Education.

Centra Navigation

If you are not familiar with navigating within Centra, please go through the Tutorial for Symposium. The Tutorial is located at the top right of your My Schedule page, next to System Check. It only takes a few minutes and reviews the functions of the icons you'll be able to use in your classes.

How to Attend Class and View Recorded Classes

1. Access the **du-de.centra.com** Web site from your Favorites. If you have not saved this Web site to your Favorites, see steps 1-4 above under Computer Compatibility.
2. To attend a class, select the *Upcoming* tab on your My Schedule page. Classes in which you are enrolled that have not yet taken place should be visible. Locate the class you want to attend and click on *Attend*.
3. To view a recorded class, select the *Past* tab on your My Schedule page. Links to classes that are available for playback should be visible. Locate the class you want to view and click on *Playback*.

Pre-class Assignments

PRIOR to each class you must complete the following assignments. It is highly recommended that you prepare for the entire week's classes the weekend before.

- Read the assigned chapters from the textbook.
- Review the PowerPoint slides contained in the Handout Book.
- Prepare questions for the instructor based on your review of the textbook and PowerPoints.
- View the supplemental archived lectures for added instruction on difficult topics.
- Complete the end of chapter questions assigned for homework.

Class Schedule

Classes are Tuesdays and Thursdays from 3:30 p.m. – 5:30 p.m.

Presentation Schedule and Reading Assignments

Week	Date	Class #	Reading Assignments (CFP Board's Topic List Number)
Week #1	Nov. 20	Class 1	<i>Chapter 1 – The Investment Environment (34)</i> <i>Chapter 2 – Markets and Transactions (41)</i> <i>Chapter 3 – Online Information and Investing (34)</i>
	Nov. 22	OFF	
Week #2	Nov. 27	Class 2	<i>Chapter 4 – Risk and Return (35, 36, 37)</i>
	Nov. 29	Class 3	<i>Chapter 5 – Modern Portfolio Concepts (39, 43)</i> <i>Chapter 13 – Managing Your Own Portfolio (40, 41, 42)</i>
Week #3	Dec. 4	Class 4	<i>Chapter 6 – Common Stocks (34)</i>
	Dec. 6	Class 5	<i>Chapter 7 – Analyzing Common Stocks (38, 40)</i>

Presentation Schedule and Reading Assignments

Week	Date	Class #	Reading Assignments (CFP Board's Topic List Number)
Week #4	Dec. 11	Class 6	<i>Chapter 7 (cont) – Analyzing Common Stocks (38, 40) Chapter 8 – Stock Valuation (38, 40)</i>
	Dec. 13	Class 7	<i>Chapter 8 (cont) – Stock Valuation (38, 40) Chapter 9 – Technical Analysis, Market ... (39, 40)</i>
	Dec. 14 - 18	Mid Term Exam	<i>Mid Term Exam 10th Edition: Covering Chapters 1 – 9 & 13 Complete between Dec 14 - 18</i>
Week #5	Dec. 18	Class 8	<i>Chapter 10 – Fixed Income Securities (34)</i>
	Dec. 20	Class 9	<i>Chapter 11(cont) – Bond Valuation (38)</i>
Week #6	Jan. 3	Class 10	<i>Chapter 16 (Web Chapter – See PDF File) – Preferred Stock and Convertible Securities (34) Chapter 12 – Mutual Funds: Professionally... (34)</i>
	Jan. 8	Class 11	<i>Chapter 14 – Options: Puts, Calls... (34, 43)</i>
	Jan 10	Class 12	<i>Chapter 15 – Commodities and Financial Futures (34) Review for Final Exam</i>
	Jan. 11 - 15	Final Exam	<i>Final Exam Covers Chapters 10 – 12, 14 - 16 and 1st Half Material Complete between January 11 - 15</i>
	Jan. 15 & 17 OFF		<i>Make up Exam and/or Begin Preparing for Taxation Course</i>

Homework Assignments

Week	Date	Class #	Suggested Homework
Week #1	Nov. 20	Class 1	<i>Chapter 1: Question 1.1 Chapter 2: Question 2.5 & Problems 2.4, 2.6 – 2.20 Chapter 3: Question 3.7 & Problems 3.5 – 3.11</i>
	Nov. 22		<i>OFF</i>
Week #2	Nov. 27	Class 2	<i>Chapter 4: Question 4.3 & Problems 4.1 – 4.5, 4.27, 4.28, 4.43, 4.44</i>
	Nov. 29	Class 3	<i>Chapter 5: Problems 5.3, 5.5 – 5.25 Chapter 13: Problems 13.1, 13.11 – 13.16</i>
Week #3	Dec. 4	Class 4	<i>Chapter 6: Question 6.6 & Problems 6.1 – 6.5, 6.7- 6.12</i>
	Dec. 6	Class 5	<i>Chapter 7: Problems 7.2, 7.2 – 7.14</i>

Homework Assignments

Week	Date	Class #	Suggested Homework
Week #4	Dec. 11	Class 6	<i>Chapter 8: Problems 8.1 – 8.11, 8.13 – 8.18</i>
	Dec. 13	Class 7	<i>Chapter 9: Question 9.2, 9.4 & Problems 9.4 – 9.7</i>
	Dec. 14 - 18	Mid Term Exam	<i>Mid Term Exam Covering Chapters 1 – 9 & 13</i>
Week #5	Dec. 18	Class 8	<i>Chapter 10: Questions 10.3, 10.5 & Problems 10.1 – 10.7, 10.12, 10.13</i>
	Dec. 20	Class 9	<i>Chapter 11: Question 11.1, 11.3, 11.4 & Problems 11.1 – 11.23</i>
Week #6	Jan. 3	Class 10	<i>Chapter 16 (Web Chapter – See pdf): Problems 16.1, 16.4, 16.7, 16.8 Chapter 12: Question 12.1, 12.3 – 12.4 Problems 12.1 – 12.5, 12.7 – 12.9, 12.15 – 12.16</i>
	Jan. 8	Class 11	<i>Chapter 14: Question 14.4 & Problems 14.1 – 14.11</i>
	Jan. 10	Class 12	<i>Chapter 15: Problems 15.1, 15.3, 15.7, 15.8, 15.13</i>
	Jan. 11 - 15	Final Exam	<i>Final Exam Covers chapters 10 – 12, 14 – 16 and First Half Material</i>
Week #7	Jan. 15 & 17 OFF		<i>Make up Exam and/or Begin Preparing for Taxation Course</i>

Answers to Homework Assignments

To access end of chapter answers, look in the “Instructor Manual” folder on the CD that contains your course PowerPoint slides.

Hours	Supplemental Archived Lectures
1.0	<i>Modern Portfolio Theory (Efficient Frontier, CAPM, SML, CML) and Risk Adjusted Performance Measures</i>
1.0	<i>Measuring Risk Using Beta and Standard Deviation</i>
1.5	<i>Bond Valuation & Duration</i>
1.5	<i>Derivatives (Options & Futures)</i>

General Course Information

I. Expected Outcomes:

Upon completing this course, students will:

- acquire a basic understanding of the types of investment risk;
- acquire a basic understanding of equity and bond valuation;
- be introduced to investment theory; and
- have a working knowledge of asset allocation.

II. Expanded Description of the Course:

The investment course is designed to provide students with an introduction to modern portfolio theory, measuring risk and return, portfolio development and analysis, asset allocation and portfolio diversification, equity and bond valuation and derivatives.

III. Methods of Evaluating Outcomes:

A. Evaluation Tools:

Students must complete the course with a 70% or higher. Students have the opportunity to retake a comprehensive exam if they score below 70% for the course.

B. Learning Domains (including primary features):

1. Categories of Learning

Categories of learning that are expected in this course include: knowledge, comprehension, application, analysis, synthesis, and evaluation.

2. Communication

Case presentations and questioning as well as classroom discussion require a high degree of communicative ability. These activities will be conducted in the English language and college-level usage of that language is required.