RUTGERS
Rutgers Business School
Newark and New Brunswick

Finance
COURSE NUMBER: 29:390:495
COURSE TITLE: Developing a Financial Plan

COURSE DESCRIPTION

The primary purpose of this course is to bring together all the academic and professional knowledge you have learned so that you will be able to launch successfully into the professional world and provide clients with excellent financial guidance and planning.

This course focuses on the application of the knowledge base acquired in the prerequisite courses as part of the financial planning process.

Emphasis will be on the analysis of data, critical thinking with regard to the client's circumstances, the presentation of information and the subsequent recommendations to a client.

The interrelationship of all planning areas in the construction of a comprehensive plan will be highlighted. Assignments, presentations and other evaluations will be used to hone the student's analytical, presentation, and financial planning skills.

COURSE MATERIALS

Books:

The Process of Financial Planning: Developing a Financial Plan, 2nd Edition Ruth H. Lytton, PhD, John E. Grable, PhD, CFP®, RFC, Derek D. Klock, MBA ISBN: 978-1-936362-98-1

Product #: 7190002

Format: Paperback, 8 ,,x 11': approx. 494 pages Pub. Date: September 2012

The Case Approach to Financial Planning: Bridging the Gap between Theory and Practice, Second Edition

John E. Grable, PhD, CFP®, RFC; Derek D. Klock, MBA; and Ruth H. Lytton, PhD

ISBN: 978-1-936362-99-8

Product #: 7200002

Format: Paperback, 8 "x 11':approx. 861 pages Pub. Date: August 2012

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Calculator:

Financial Calculator Recommended (Note: I will NOT be teaching calculator operations in this class.)

Expected Learning Outcomes:

The four main learning objectives of the course are:

1. Experience the process- dentify and articulate the financial planning process. Learn to effectively follow the planning process to bring the client relationship to a successful level.

2. Analyze the Problems- Integrate current economic conditions and current client data, analyze the client's unique circumstances.

3. Bridge the gap between theory and practice- Learn to communicate effectively with the client to develop recommendations into actions.

4. Write and communicate a plan; develop a financial plan, and be able to deliver it both in written and oral form.

The emphasis in this course is on applying and synthesizing prior financial planning concepts and techniques to a course of action based on accepted financial planning methods. Additionally, you will gain the following from this class experience:

1. Acquire the knowledge, empathy and understanding of a financial planning client
2. Sharpen your ability to spot and evaluate financial planning issues in a client's circumstances.
3. Effectively. Develop an? Integrate issues in a holistic financial plan, rather than focusing on 1nd1v1dual planning aspects.

4. Enjoy the advantages of peer group review and feedack during the planning phases.

My hope is that you will be challenged to shift from being a receiver of ideas, facts, concepts and techniques, to a style of generating ideas, identifying problems, analyzing and evaluating alternatives, and formulating workable action plans, by putting theoretical knowledge into practice.

Methods of Assessment of Learning Outcomes:

You will get hands-on experience in the following ways:

1. Through the ongoing class work to develop a comprehensive financial plan for a client.
2. Through the class materials which are designed to re-familiarize you with the many dimensions of planning tools and techniques.
3. Through interactive class discussions. Be prepared to discuss and ask questions about the material assigned for each class period. This will require that you ***read the material prior to the class period*** during which it will be discussed. Although many of the issues covered in the readings will be discussed in class, all the areas covered in the readings will not be part of class discussion.

While we will have a set schedule for the semester, it may change to take advantage of visitors, speakers or special events that are made available to the class. In addition, depending on discussions and the ability of the class to grasp concepts I include extra "Spillover" days in the Syllabus so there will be time in the semester to cover all topics in the event that some topics exceed their anticipated time frames for presentation. Any change will be announced as soon as possible and any work due adjusted if necessary.

You are encouraged to rigorously participate in class. Participation is based on volunteering for class activities and exhibiting a positive attitude, demonstrated by attentive, courteous, and respectful behavior at all times. ***YOU WILL BE GRADED ON PARTICIPATION.*** The nature of this course encourages an interactive forum, and everyone has something valuable to contribute.
Disruptive or rude behavior will not be tolerated; you will be ejected from the classroom for the duration of that class.

The expected learning outcomes for the course will be assessed through completion of a comprehensive financial plan, case recommendation assignments, supporting calculation assignments, and class participation.

Teaching Procedures:

Thi course i based on the belief that mastery of the subject matter occurs through taking an active role in the learning process. Students are expected to attend class regularly and punctu lly. Each student will be given the opportunity to become a Content Expe, leadmg the class in a discussion of the material pertinent to the case. D1suss10ns 111 be m?st beneficial when you complete assigned readings before topics are discussed m class. Assignments should be read prior to the appropriate class meeting.

CLASS ORGANIZATION & ADMINISTRATION

ATTENDANCE AND PREPARATION P O L I C Y

Expect me to attend all class sessions. I expect the same of you. If I am to be absent, my department chair or I will send you notice via email and Blackboard as far in advance as possible. f you are to be absent, report your absence to me by email. **ATTENDANCE AND PREPARATION P O L I C Y**

Expect me to attend all class sessions. I expect the same of you. If I am to be absent, my department chair or I will send you notice via email and Blackboard as far in advance as possible. f you are to be absent, report your absence to me by email.

Your absence is due to religious observance, a Rutgers-approved activity i l l n e s s or family emergency/death and you seek makeup work, also send me an e:nail with full details and supporting documentation within 2 days of your first absence.

For weather emergencies, consult the campus home page. f the campus is open, class will be held.

Please arrive on time for class. Consistently being late in the professional world is not tolerated and it will be reflected in your grade.

Participation Grade:

Your participation will be 200 points of your grade. Three factors determine good class participation:

1. Thorough and careful preparation (thoughtfully apply assigned reading, past or present to the current class discussion)

2. Have a coherent position and approach to an issue under discussion

3. Be able to constructively analyze the positions your classmates take (demonstrating your listening skills as well as your own analytical skills)

Your participation in class will be based on:

Demonstrating good understanding of case issues; significant contribution in class;

Proactively leading discussions in case issues; h class, but minimal

participation; or Not being in Class

Late Work Policy:

All work is to be submitted on the due date. Points will be deducted for work submitted late.

FINAL GRADE ASSIGMENT

Grading shall be based on 1,000 points. Allocated as follows:

Chapter Assignments	300
In addition to the listed reading assignments students will be advised of assignments in class.	
Missing a class will not be an	
Excuse for not having an assignment.	
Case Presentation	200
Final Written Financial Plan	300
Class Participation	200
The total points possible	1000.

Final grades will be assigned based on the standard 900 (A); 800 (B); 700 (C); 600 (D) Point format.

Please Note: Your final grade will not be subject to negotiation. f you feel I have made an error, submit your written argument to me within one week of receiving your final grade. Clarify the precise error I made and provide all due supporting documentation. f I have made an error, I will gladly correct it. But I will adjust grades only if I have made an error. I cannot and will not adjust grades based on consequences, such as hurt pride, lost scholarshi ps, lost tuition reimbursement, lost job opportunities, or dismissals. Do not ask me to do so. It is dishonest to attempt to influence faculty in an effort to obtain a grade that you did not earn, and it will not work.

Finance **(29:390:495)**

COURSE SCHEDULE

1	1121	Intro Syllabus & Course Guide lndust1y & Financial Plan/)/ny Ove1view	Reading: THE PROCESS - Chapter 1
2	1126	Tho Financial Planning Profession Discuss Standards and Profession	Reading: THE PROCESS - Chapters 2, 3 and 4 Reading CFP Board Code of Ethics Complete "Standards and Profession
3	1128	Ethics and working with Your Fust Client	Reading: THE PROCESS - Chapter 6
4	212	The Client Relationship	Reading: THE PROCESS - Chapter 7
5	214	Analyzmg the situation & Developing the Plan	Reading: THE PROCESS - Chapter 8
6	219	lmplemontat1on and Monito1ing the Plan	Reading: THE PROCESS - Chapter 9
7	2111	Team Assignm ents	Reading THE CASE APPROACH Chapters 1 & 2
8	2116	Writing The Plan	Reading THE CASE APPROACH Chap 3

9	2118	Lectwe Casll Flow Pla1J1Ji1Jg	Reading THE CASE APPROACH Chap 5 & 6
		Team 1 - Presentation	
10	2123		Reading THE CASE APPROACH Chap 4
		Lecture: Life & Health Insurance	
		Team 3 – Life Ins. Presentation	
11	2125	Lectw e · Tax Planrnng	Reading THE CASE APPROACH Chap 7
12	312	Lecture: Lecture Disability Insurance	Reading THE CASE APPROACH Chap 8
		Team 3 - DI Presentation	
13	314	Lectwe: Long-tem1 Cate Insurance	Reading THE CASE APPROACH Chap 9
		Team 3 - LTC Presentation	
14	319	Lecture. Prope1ty & Ltab1lity Insurance	Reading THE CASE APPROACH Chap 10
		Team 3 – P & L Ins. Presentation	
15	3111	Lect111e: Investments	Reading THE CASE APPROACH Chap 11
		Team 2 - Presentation	

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	3116	School Holiday	
	3118		
16	3123	Lecture: Education Planning Team 5 - Presentation	Reading THE CASE APPROACH Chap 12
17	3125	Lecture: Retirement Planning Team 6 - Presentation	Reading THE CASE APPROACH Chap 13
18	3130	Lecture: Estate Planning Team 4 - Presentation	Reading THE CASE APPROACH Chap 14
19	411	Lecture: Putting ii All Together: The Bedo Case	
20	416	Spill Over Coverage Day	
21	418	Spill Over Coverage Day	

22	4/13	Cover Letter/Disclaimer/ Executive	
23	4/15	Spillover Coverage Day	
24	4/20	Presentation Day #1	
25	4/22	Presentation Day #2	
26	4/27	Presentation Day #3	
27	4/29	Presentation Day #4	
28	5/4	Presentation Day #5	

TEAM PRESENTATIONS

Each Team shall present analysis of questions for the Chapter in The Case Approach to Financial Planning that covers their topic when that chapter is covered as well as provide a presentation at the end of the semester on a Financial Planning case.

Topics

Team 1 - Cash Flow Planning

Cash Flow Statements
Balance Sheet Statement

Team 2 - Investments

Portfolio Analysis: Current and Proposed

Investment Types: Stocks, Bonds, Mutual Funds, ETFs.

Team 3 - Risk Management: Insurance Needs & Analysis
Life and Health Insurance

Disability and Long-term care
Insurance Annuities

Property and Casualty: Home, Auto & Umbrella

Team 4 - Estate Planning

Titling of Assets
Wills & Trusts

POAs and Living Wills

Team 5 - Education Planning

Team 6 - Retirement Planning

Strategies
Analysis

Retirement Vehicles