Course Title: Financial Planning: Part I  
Course Code: BUS 02  
Instructor: Christopher Canellos

Course Summary:  
BUS 02 considers 4 financial planning topics:  
• Goal setting, Budgeting, Assembling Team of Advisors  
• Taxes  
• Insurance and Risk Management  
• Investing in Stocks and Other Risk Assets

Goal Setting, Budgeting and Assembling Team of Advisors:  
Financial Planning begins with setting goals (e.g. funding retirement, saving for home down payment). We identify goals, measure the goal in financial terms and determine how much needs to be committed each year to attain the goal. In order to achieve savings toward our goals, we must bring our budgets under control. We look at ways to generate additional income and reduce expenses. We then discuss how to identify a team of experts to assist us in all aspects of lifetime planning.

Taxes:  
We focus on how income tax is computed. Various types of income are taxed at various rates. Available itemized deductions are identified. We discuss strategies to reduce taxable income, avoid penalties and survive income tax audits.

Insurances and Risk Management:  
Several adverse financial events are identified (e.g. death of spouse, disability, property damage) and how to insure against them in an efficient way. We will discuss the estate planning benefits of life insurance.

Investing in Stocks and Other Risk Assets:  
Long term wealth is grown through investment in assets that bear risk. Stocks and other risk assets are defined and discussed. The benefits of a balanced portfolio of several asset classes are discussed. Individual investor behavior and how it adversely affects performance is described. Various forms of professional asset management are presented.

*Please see course page for full description and additional details.
Grade Options and Requirements:

• No Grade Requested (NGR)  ○ This is the default option. No work will be required; no credit shall be received; no proof of attendance can be provided.

• Credit/No Credit (CR/NC) or Letter Grade (A, B, C, D, No Pass)  ○ To obtain credit or a grade, students must prepare a short paper covering any topic discussed in the course.

*Please Note: If you require proof that you completed a Continuing Studies course for any reason (for example, employer reimbursement), you must choose either the Letter Grade or Credit/No Credit option. Courses taken for NGR will not appear on official transcripts or grade reports.