



Course Syllabus

<http://www.sylvaniasouthview.org>

- **Course title:** Money Management

- **Instructor Information:**
Gerald Bascuk
Room 118
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(419) 824 – 8580 ext. 6148
Available for discussion during 3rd, 4th, 5th periods and before school.

- **Course Description:**
Money management has been created to teach financial skills. Practical life situations such as budgeting, banking services and investments, managing credit, purchasing insurance, buying/selling a car, preparing income tax returns, and comparison shopping are covered. Students will also study methods of choosing a career and job interviewing. Money Management is designed for students who wish to be able to deal with the ever evolving financial world and live on their own successfully.

- **Textbooks, Readings and Materials:**
Provided Books: Managing Your Personal Finance, 3rd Edition, Ryan, J. S., 1997.
Required Materials: 3 ring binder, Pen/Pencil, and Notebook paper

- **Grading:**
 - Assessments will consist of projects, presentations, and tests associated with each section.
 - Based on a point system – Each activity (project, presentation, and test) will be assigned points. The total points accumulated (including class participation) are converted to a percent and the equivalent letter grade for the midterm and final grade for the course. Tests and project grades are worth 50 – 100 points. Presentations and classroom assignments will average 10 – 25 points each.
 - Grading scale from the Southview Handbook will be used.
 - Time will be given to complete projects in class.
 - There will be occasional opportunities for extra credit at the teacher's discretion, (students can expect an average of 20 – 40 points of extra credit for the semester).
 - No curve on midterm and/or final grades.

- **Class Expectations:**

Late assignments will be treated as follows: 1 day late – 90% of possible points, 2 days late – 80% of possible points, 3 days late – 70% of possible points, More than 3 days late – 0 points.

Excused absences: Students who miss work for an excused absence may make up any projects, assignments, and/or tests. Upon returning the *student will be responsible* to arrange a make-up time. Extraordinary situations will receive attention on a case-by-case basis.

Project Binder: Students will be responsible to keep a copy of all projects, presentations, and assignments in a 3 ring binder.

Project Work: All projects and assignments must be downloaded to a required file or copied to disk for grading. Students must keep hard copies in their binder.

Handbook Policy: Mr. Bascuk will enforce handbook rules including rules on tardiness, cell phone use, and cheating. Students will be held accountable for knowing the Handbook rules.

Computer Usage: Rules and procedures regarding computer usage will be posted and strictly followed. Students and parents must sign a “technology acceptable use policy” statement.

- **Suggestions for Success:**

- Follow all classroom policies. Failure to do so will result in lost points, misery, and eventual failure.
- Ask for help both in class, out of class, and during open periods.
- Become an active participant in your education.
- Complete work in the allotted amount of time (use time wisely).
- Come to class on time. Three tardies will result in one demerit.
- Inappropriate/disrespectful language will not be tolerated.
- Students may not access the internet for games or music. Each occurrence will result in one demerit.