



AFAS300

Principles of Financial Literacy

S1 External 2015

Dept of Applied Finance and Actuarial Studies

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Disclaimer

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General Information

Unit convenor and teaching staff

Unit Convenor

Nidal Danoun

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Contact via 0410499868

Consultation via email

Credit points

3

Prerequisites

39cp

Corequisites

Co-badged status

Unit description

This unit develops financial literacy to enable students to understand what is needed to achieve a lifestyle that is financially sustainable, ethical and responsible. The key areas of financial goals, budgeting, investments, superannuation, and common contracts and employment structures are explored. On completion of the unit students will be able to set financial goals, establish a working budget, understand and distinguish between different investment instruments, understand the key features of superannuation in Australia and understand the implications of common financial contracts and employment structures. These outcomes aim to develop students' discipline-specific knowledge, research and problem solving skills, personal judgement, and an understanding of the need for continuous learning.

Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

Learning Outcomes

On successful completion of this unit, you will be able to:

Understand the role of financial goals and develop personal financial goals.

Construct and maintain a working budget.

Assess, compare and evaluate common investment and debt instruments.

understand the principle of saving and planning for retirement

Recognize, compare and contrast different structures.

Insurance and estate planning

General Assessment Information

It is the responsibility of students to view their marks for each within session assessment on iLearn within 20 days of posting. If there are any discrepancies, students must contact the unit convenor immediately. Failure to do so will mean that queries received after the release of final results regarding assessment tasks (not including the final exam mark) will not be addressed.

Assessment Tasks

Name	Weighting	Due
Forum Participation	10%	Week 2 to week 11
Quizzes	20%	Refer to ilearn
Major Assignments	40%	Sunday 31 May by 12 midnight
Final Exam / test	30%	TBA

Forum Participation

Due: **Week 2 to week 11**

Weighting: **10%**

Students will be asked to engage in an online forum discussion on topics posed to the forum. Students will be marked for their genuine active participation in the forum discussion and their contribution and engagement in the debate

On successful completion you will be able to:

- understand the principle of saving and planning for retirement
- Insurance and estate planning

Quizzes

Due: **Refer to ilearn**

Weighting: **20%**

Warning

This is an online course and therefore it is the student's responsibility to have available and access to the technology to access the material and to complete the tasks. No exceptions or extensions will be granted because of issues with the student's technology, the student's internet provider or the student's internet connectivity.

All quizzes will be conducted on-line

Further announcement will be made regarding the quizzes on ilearn after the start of the semester

Extension

No extensions will be granted. Students who have not attempted a quiz prior to the deadline will be awarded a mark of 0 for that quiz, except for cases in which an application for special consideration is made and approved.

On successful completion you will be able to:

- Understand the role of financial goals and develop personal financial goals.
- Assess, compare and evaluate common investment and debt instruments.
- understand the principle of saving and planning for retirement
- Recognize, compare and contrast different structures.
- Insurance and estate planning

Major Assignments

Due: **Sunday 31 May by 12 midnight**

Weighting: **40%**

To be eligible to pass this unit, student must complete this assessment.

The assignment has to be submitted online via Turnitin by Week 12 Sunday 31 May before 12 midnight.

No extensions will be granted. Late tasks will be accepted up to 72 hours after the submission deadline. There will be a deduction of 20%* of the total available marks made from the total awarded mark for each 24 hour period or part thereof that the submission is late (for example, 25 hours late in submission – 40% penalty). This penalty does not apply for cases in which an application for special consideration is made and approved.

The assignment will require you to present a report base on a case study question. Further information will be provided via ilearn after the start of the semester

On successful completion you will be able to:

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- Construct and maintain a working budget.
- Assess, compare and evaluate common investment and debt instruments.
- understand the principle of saving and planning for retirement
- Recognize, compare and contrast different structures.
- Insurance and estate planning

Final Exam / test

Due: **TBA**

Weighting: **30%**

To be eligible to pass this unit, student must complete this assessment.

Further information will be provided on iLearn site.

No extensions will be granted.

On successful completion you will be able to:

- Understand the role of financial goals and develop personal financial goals.
- Assess, compare and evaluate common investment and debt instruments.
- understand the principle of saving and planning for retirement
- Recognize, compare and contrast different structures.
- Insurance and estate planning

Delivery and Resources

Classes

Please note: this is an online course and therefore it is the student's responsibility to have the technology to access the material and to complete the assigned tasks. No exceptions or extensions will be granted because of issues with the student's technology.

Required and Recommended Texts and/or Materials

TBA

Further resources:

Readings will be drawn from the online sources including journal articles and students are also expected to follow web links in the Learning Management System and download materials.

Technology Used and Required

Technology used

1. Learning Management System
2. Microsoft Office
3. Internet
4. Voice boards

Technology requirements

1. Access to a computer

2. Access to Microsoft Office
3. Access to the Internet

Unit Web Page

Course material is available on the learning management system (iLearn)

The web page for this unit can be found at ilearn.mq.edu.au.

Teaching and Learning Strategy

Students are expected to listen to online lectures and read the material supplied via iLearn.

Unit Schedule

Please refer to iLearn site for detail information.

Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central](#). Students should be aware of the following policies in particular with regard to Learning and Teaching:

Academic Honesty Policy http://mq.edu.au/policy/docs/academic_honesty/policy.html

Assessment Policy <http://mq.edu.au/policy/docs/assessment/policy.html>

Grading Policy <http://mq.edu.au/policy/docs/grading/policy.html>

Grade Appeal Policy <http://mq.edu.au/policy/docs/gradeappeal/policy.html>

Grievance Management Policy http://mq.edu.au/policy/docs/grievance_management/policy.html

Disruption to Studies Policy http://www.mq.edu.au/policy/docs/disruption_studies/policy.html *The Disruption to Studies Policy is effective from March 3 2014 and replaces the Special Consideration Policy.*

In addition, a number of other policies can be found in the [Learning and Teaching Category](#) of Policy Central.

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/support/student_conduct/

Results

Results shown in *iLearn*, or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in [eStudent](#). For more information visit ask.mq.edu.au.

Supplementary Exams

Further information regarding supplementary exams, including dates, is available here

http://www.businessandconomics.mq.edu.au/current_students/undergraduate/how_do_i/specia

[/consideration](#)

Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

Learning Skills

Learning Skills (mq.edu.au/learningskills) provides academic writing resources and study strategies to improve your marks and take control of your study.

- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module for Students](#)
- [Ask a Learning Adviser](#)

Student Services and Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

Student Enquiries

For all student enquiries, visit Student Connect at ask.mq.edu.au

IT Help

For help with University computer systems and technology, visit <http://informatics.mq.edu.au/help/>.

When using the University's IT, you must adhere to the [Acceptable Use Policy](#). The policy applies to all who connect to the MQ network including students.

Graduate Capabilities

Capable of Professional and Personal Judgement and Initiative

We want our graduates to have emotional intelligence and sound interpersonal skills and to demonstrate discernment and common sense in their professional and personal judgement. They will exercise initiative as needed. They will be capable of risk assessment, and be able to handle ambiguity and complexity, enabling them to be adaptable in diverse and changing environments.

This graduate capability is supported by:

Learning outcomes

- Understand the role of financial goals and develop personal financial goals.
- Construct and maintain a working budget.
- Assess, compare and evaluate common investment and debt instruments.

- Insurance and estate planning

Assessment tasks

- Quizzes
- Major Assignments
- Final Exam / test

Discipline Specific Knowledge and Skills

Our graduates will take with them the intellectual development, depth and breadth of knowledge, scholarly understanding, and specific subject content in their chosen fields to make them competent and confident in their subject or profession. They will be able to demonstrate, where relevant, professional technical competence and meet professional standards. They will be able to articulate the structure of knowledge of their discipline, be able to adapt discipline-specific knowledge to novel situations, and be able to contribute from their discipline to inter-disciplinary solutions to problems.

This graduate capability is supported by:

Learning outcomes

- Understand the role of financial goals and develop personal financial goals.
- Construct and maintain a working budget.
- Assess, compare and evaluate common investment and debt instruments.
- understand the principle of saving and planning for retirement
- Recognize, compare and contrast different structures.
- Insurance and estate planning

Assessment tasks

- Quizzes
- Major Assignments
- Final Exam / test

Critical, Analytical and Integrative Thinking

We want our graduates to be capable of reasoning, questioning and analysing, and to integrate and synthesise learning and knowledge from a range of sources and environments; to be able to critique constraints, assumptions and limitations; to be able to think independently and systemically in relation to scholarly activity, in the workplace, and in the world. We want them to have a level of scientific and information technology literacy.

This graduate capability is supported by:

Learning outcomes

- Understand the role of financial goals and develop personal financial goals.

- Construct and maintain a working budget.
- Assess, compare and evaluate common investment and debt instruments.
- understand the principle of saving and planning for retirement
- Recognize, compare and contrast different structures.
- Insurance and estate planning

Assessment tasks

- Forum Participation
- Quizzes
- Major Assignments
- Final Exam / test

Effective Communication

We want to develop in our students the ability to communicate and convey their views in forms effective with different audiences. We want our graduates to take with them the capability to read, listen, question, gather and evaluate information resources in a variety of formats, assess, write clearly, speak effectively, and to use visual communication and communication technologies as appropriate.

This graduate capability is supported by:

Learning outcomes

- Understand the role of financial goals and develop personal financial goals.
- Assess, compare and evaluate common investment and debt instruments.
- Recognize, compare and contrast different structures.
- Insurance and estate planning

Assessment tasks

- Forum Participation
- Major Assignments

Changes from Previous Offering

No changes.

Research and Practice

This unit uses research from external sources.

This unit gives you practice in applying research findings in your assignments.