



# AFIN2000

## Principles of Financial Literacy

Session 3, Online-flexible 2024

*Department of Applied Finance*

### Contents

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<a href="#"><u>General Information</u></a>	2
<a href="#"><u>Learning Outcomes</u></a>	2
<a href="#"><u>General Assessment Information</u></a>	2
<a href="#"><u>Assessment Tasks</u></a>	3
<a href="#"><u>Delivery and Resources</u></a>	4
<a href="#"><u>Unit Schedule</u></a>	5
<a href="#"><u>Policies and Procedures</u></a>	5

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#### **Disclaimer**

Macquarie University has taken all reasonable measures to ensure the information in this publication is accurate and up-to-date. However, the information may change or become out-dated as a result of change in University policies, procedures or rules. The University reserves the right to make changes to any information in this publication without notice. Users of this publication are advised to check the website version of this publication [or the relevant faculty or department] before acting on any information in this publication.

## General Information

Unit convenor and teaching staff Arena Hu <a href="mailto:arena.hu@mq.edu.au">arena.hu@mq.edu.au</a>
Credit points 10
Prerequisites 70cp at 1000 level or above
Corequisites
Co-badged status
Unit description This unit develops financial literacy, enabling students to understand what is needed to achieve a lifestyle that is financially sustainable, ethical and responsible. On completion of the unit, students will be able to set financial goals, establish a working budget, understand and distinguish between different investment instruments, and have the knowledge and skills to make informed and effective personal financial decisions.

## 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:

- ULO1:** Explain the role of financial goals and develop personal financial goals.
- ULO2:** Assess, compare and evaluate common investment instruments.
- ULO3:** Acquire knowledge and skills to make informed and effective personal financial decisions.

## General Assessment Information

### Late Assessment Submission Penalty (written assessments)

*Unless a Special Consideration request has been submitted and approved, a 5% penalty (of the total possible mark) will be applied each day a written assessment is not submitted, up until the 7th day (including weekends). After the 7th day, a grade of '0' will be awarded even if the assessment is submitted. Submission time for all written assessments is set at 11.55pm. A*

1-hour grace period is provided to students who experience a technical concern.

For any late submissions of time-sensitive tasks, such as scheduled tests/exams, performance assessments/presentations, and/or scheduled practical assessments/labs, students need to submit an application for Special Consideration.

## Assessment Tasks

Name	Weighting	Hurdle	Due
<u>Online Quiz</u>	27%	No	19 Dec;04 Jan;16 Jan
<u>Forum Discussion</u>	18%	No	22 Dec; 12 Jan
<u>Final Examination</u>	55%	No	TBA

### Online Quiz

Assessment Type <sup>1</sup>: Quiz/Test

Indicative Time on Task <sup>2</sup>: 15 hours

Due: **19 Dec;04 Jan;16 Jan**

Weighting: **27%**

Student will be required to complete four online quizzes. The questions will be based on the materials covered.

On successful completion you will be able to:

- Explain the role of financial goals and develop personal financial goals.
- Assess, compare and evaluate common investment instruments.
- Acquire knowledge and skills to make informed and effective personal financial decisions.

### Forum Discussion

Assessment Type <sup>1</sup>: Participatory task

Indicative Time on Task <sup>2</sup>: 10 hours

Due: **22 Dec; 12 Jan**

Weighting: **18%**

Students are required to contribute to the Discussion Forums. Details will be provided on the iLearn unit.

On successful completion you will be able to:

- Explain the role of financial goals and develop personal financial goals.
- Assess, compare and evaluate common investment instruments.
- Acquire knowledge and skills to make informed and effective personal financial decisions.

## Final Examination

Assessment Type <sup>1</sup>: Examination

Indicative Time on Task <sup>2</sup>: 30 hours

Due: **TBA**

Weighting: **55%**

A two hour final exam will be held online during the university examination period.

On successful completion you will be able to:

- Explain the role of financial goals and develop personal financial goals.
- Assess, compare and evaluate common investment instruments.
- Acquire knowledge and skills to make informed and effective personal financial decisions.

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<sup>1</sup> If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the [Writing Centre](#) for academic skills support.

<sup>2</sup> Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

## Delivery and Resources

This unit is delivered entirely online. Students will have access to all unit materials and assessments on iLearn. There are no scheduled live lectures or tutorials.

Students can study at their own pace. However, note that assessment tasks **MUST** be addressed within the time and date windows as specified in the Assessment Schedule (published on iLearn).

There are several Chat Forums available on iLearn to address Quiz Topics. The chat forums are monitored by the tutor team and the unit convenor, who make comments and answer questions

as necessary.

Students are responsible for access to reliable internet services.

There is a unit email box for general administration queries or personal or private student concerns.

## Unit Schedule

Weekly Topics			Text Chapters
S3 Week 1	Topic 1	Personal finance basics	Chapter 1
	Topic 2	Money management	Chapter 2
	Topic 3	Setting goals and objectives	Chapter 2
S3 Week 2	Topic 4	Investments - fundamentals	Chapter 11
	Topic 5	Investments – bonds	Chapter 11
Session Break			
S3 Week 3	Topic 6	Investments – Equity	Chapter 12
	Topic 7	Investments – Managed funds	Chapter 13
S3 Week 4	Topic 8	Investments – Strategy	Chapter 13
	Topic 9	Home selection and financing	Chapter 7
	Topic 10	Home and auto insurance	Chapter 8
S3 Week 5	Topic 11	Superannuation	Chapter 14
	Topic 12	Retirement and Estate planning	Chapter 14

## Policies and Procedures

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

- [Academic Appeals Policy](#)
- [Academic Integrity Policy](#)
- [Academic Progression Policy](#)
- [Assessment Policy](#)
- [Fitness to Practice Procedure](#)
- [Assessment Procedure](#)
- [Complaints Resolution Procedure for Students and Members of the Public](#)
- [Special Consideration Policy](#)

Students seeking more policy resources can visit [Student Policies \(https://students.mq.edu.au/su\)](https://students.mq.edu.au/su)

[pport/study/policies](#)). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

To find other policies relating to Teaching and Learning, visit [Policy Central](#) (<https://policies.mq.edu.au>) and use the [search tool](#).

## Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: <https://students.mq.edu.au/admin/other-resources/student-conduct>

## Results

Results published on platform other than [eStudent](#), (eg. iLearn, Coursera etc.) 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 [connect.mq.edu.au](https://connect.mq.edu.au) or if you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## Academic Integrity

At Macquarie, we believe [academic integrity](#) – honesty, respect, trust, responsibility, fairness and courage – is at the core of learning, teaching and research. We recognise that meeting the expectations required to complete your assessments can be challenging. So, we offer you a range of resources and services to help you reach your potential, including free [online writing and maths support](#), [academic skills development](#) and [wellbeing consultations](#).

## Student Support

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

## The Writing Centre

[The Writing Centre](#) provides resources to develop your English language proficiency, academic writing, and communication skills.

- [Workshops](#)
- [Chat with a WriteWISE peer writing leader](#)
- [Access StudyWISE](#)
- [Upload an assignment to Studiosity](#)
- [Complete the Academic Integrity Module](#)

The Library provides online and face to face support to help you find and use relevant information resources.

- [Subject and Research Guides](#)
- [Ask a Librarian](#)

## Student Services and Support

Macquarie University offers a range of [Student Support Services](#) including:

- [IT Support](#)
- [Accessibility and disability support](#) with study
- Mental health [support](#)
- [Safety support](#) to respond to bullying, harassment, sexual harassment and sexual assault
- [Social support including information about finances, tenancy and legal issues](#)
- [Student Advocacy](#) provides independent advice on MQ policies, procedures, and processes

## Student Enquiries

Got a question? Ask us via the [Service Connect Portal](#), or contact [Service Connect](#).

## IT Help

For help with University computer systems and technology, visit [http://www.mq.edu.au/about\\_us/offices\\_and\\_units/information\\_technology/help/](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/).

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

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Unit information based on version 2024.01R of the [Handbook](#)