



## Masters of Business Administration (MBA) – Semester - 3 Course Teaching Plan

**Course Title:** Personal Finance  
**Course Code:** 240039304  
**Course Credit:** 4 (40 hours)

### 1. Course Introduction:

In recent years, insolvency and debt collections have radically increased. The main reason for the same is due to inadequate financial planning by individuals and businesses. The main objective is to train the student to deal with a constantly changing economy by having the student learn the significance, and have a basic understanding of planning techniques. Students will develop analytical skills to facilitate effective financial decision-making, including informed decisions regarding budgets, investment, insurance, retirement, and tax planning. Upon course completion, the student should have the ability to have a working knowledge of the materials covered in the course, thereby providing the student with the ability to make – and, if necessary access, sources – for making appropriate financial decisions, both personal and business.

### 2. Course Objective:

- The course intends to equip the students to determine the client’s financial status by analyzing and evaluating the client's information.
- Developing and preparing a client-specific financial plan tailored to meet the goals and objectives of client
- To understand the concept of personal tax planning

### 3. Course Learning Outcome:

- CLO1: Devising the concept, objectives and importance of personal financial planning using time value of money
- CLO2: Exemplifying various instruments available for investment by an individual for achieving their personal financial goals
- CLO3: Devising and appraising various retirement planning and investment options
- CLO4: Assessing and analysing the concepts of personal tax planning and develop and prepare a client-specific financial plan tailored to meet the goals and objectives of client, match with client’s profile and risk tolerance and also understand consumer credit and its selection.

### 4. CLO –PO Mapping Matrix

|      | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 |
|------|-----|-----|-----|-----|-----|-----|-----|
| CLO1 | 3   | 2   | 2   | 2   | 3   | -   | -   |
| CLO2 | 3   | 3   | 2   | 2   | 3   | -   | -   |
| CLO3 | 3   | 3   | 2   | 1   | 3   | 2   | -   |
| CLO4 | 3   | 3   | 2   | 2   | 3   | 1   | 1   |

Correlation levels: 3= ‘High’, 2=‘Medium’, 1=‘Low’ and ‘-’ = No correlation

## 5. Course Contents and Session Plan:

| Session No   | Syllabus Content   |
|--|--|
| <b>UNIT- I Planning Personal Finances</b>                  |  |
| Sessions 1-8   | Personal Finance basics and the time value of Money, financial planning process, developing Personal financial Goals, Influences on personal financial planning, financial aspects of career planning, Personal Financial Statements.  |
| <b>UNIT II Investment Planning</b>                         |  |
| Sessions 9-17  | Investment in Financial Resources:   |
|  | Types of investment options available to an individual investor, Objectives of investment. Investment constraints (tax considerations, unique needs etc.).   |
| <b>UNIT III Retirement Planning</b>                        |  |
| Session 18-27  | Setting personal financial goals. Life cycle approach to financial planning. Retirement Need Analysis, Various retirement schemes such as Employees Provident Fund (EPF), Public Provident Fund (PPF), Senior Citizen's Saving Scheme, Insurance Policy for Retirement, National Pension Schemes (NPS),etc., |
| <b>UNIT IV Managing personal finance and Tax Planning:</b> |  |
| Session 28-40  | Introduction to consumer credit, Choosing a source of credit , Income-tax slabs for individuals, Tax Planning hints with reference to residential status, salary income, property income, capital gains. Overview of deductions and return filing  |

## 6. Assessment Scheme :

| Specific assessment method       | % Weightage | CLO to be assessed |       |      |      |
|----------------------------------|-------------|--------------------|-------|------|------|
|                                  |             | CLO 1              | CLO 2 | CLO3 | CLO4 |
| Exam                             | 50%         | √                  | √     | √    | √    |
| Assignment& Quiz                 | 15%         | √                  | √     | √    | √    |
| Attendance & Class Participation | 15%         | √                  | √     | √    | √    |
| Term end Project                 | 20%         | √                  | √     | √    | √    |
|                                  | <b>100%</b> |                    |       |      |      |

### Continuous Assessment details (50%)

1) **Assignments** – Assignments submission will be individual and accordingly assessment will be done.

2) **Quiz**- MCQ will be taken

3) **Project**

4) **Class Participation** - Interaction during sessions and during case discussion will form part of class participation.

### 7. Educational Resources

| <b>Educational Resources</b>                                      | <b>Description</b>  |
|---|---|
| <b>i. Text Book</b>   | Personal Finance - Jack R. Kapoor, Les R. Dlabay, Robert J. Hughes - McGraw Hill- 10th Edition  |
| <b>ii. Reference Books</b>  | 1) Student's Guide to Income Tax - Vinod K Singhania<br>Monica Singhania – Taxman- Latest Edition<br>(Chapter 1,2,3,4,5,6,7 & 11)<br>2) Personal Finance - Keown A J – Pearson – 6th edition(<br>Chapter 11,18)   |
| <b>iii. Journals/<br/>Magazine/periodicals</b>                    | 1) <i>Case study on Personal financial planning Strategy planning</i> – International Journal of Advance Research in Science and Engineering, Vol. No.4, Issue 03, March 2015, Page 266-274<br>2) <i>Investment Risk Profiling: Lessons from psychology</i> , Financial Planning Research Journal, Volume 2, Issue 2-2016, Page 49-58 |
| <b>iv. Video lecture<br/>( NPTEL, MOOC, you tube<br/>lecture)</b> | 1) The complete personal finance course- Udemy<br>2) The fundamental of personal finance , Personal and family financial planning on courseera  |
| <b>v. Course related important<br/>Web links</b>                  | 1) <a href="http://www.incometaxindia.gov.in">www.incometaxindia.gov.in</a>   |
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