

YEAR 2

Personal Finance in Practice (with Excel)

1. MODULE SUMMARY

Aims and Summary

The course is designed to present practical aspects of personal finance management: deposits, loans and stock exchange investments. MS Excel will be the basic tool for solving financial problems. Students will become familiar with current situation on the financial and banking market and will be able to conduct comparative analyses for most household financial potential decisions.

Module Size and credits

ECTS points 10

Total student study hours 250

Number of weeks 12

School responsible Lazarski University, Faculty of Economics and Management

Academic Year 2022/2023

Entry Requirements (pre-requisites and co-requisites)

N/A

Excluded Combinations

None

Composition of module mark (including weighting of components)

Final exam, 50%

Coursework, 50%, composed of an in-class test

Pass requirements

To pass the course a student must score at least 40% of the overall weighted average and not less than 35% for each assessment component (i.e. coursework and final exam). Reassessment: coursework component and/or examination as appropriate.

Special Features

Course conducted in computer laboratory **Course**

stages for which this module is mandatory n/a

Course stages for which this module is an elective

BA in Business Economics, Year 2

2. TEACHING, LEARNING AND ASSESSMENT

Intended Module Learning Outcomes

By the end of the course, students will be able to:

1. Compare and contrast financial analyses to make financial decisions.
2. Utilize Excel applications at an intermediate level.
3. Examine financial data.
4. Calculate and interpret the value of investments, and make appropriate decisions.
5. Analyse profitability of financial instruments.
6. Calculate returns of assets and derive appropriate recommendations.

Indicative Content

1. Personal finance – important issues, fields of interest: deposit, loans, tax on capital gains, stock exchange investment, interest rates: nominal, effective, real, APR
2. Banking market of deposits and loans – comparative analysis, history and forecasts
3. Deposits, annuity – problems of compounding, when to pay a tax, what monthly payment will guarantee certain income when retired (examples of Excel functions covered include PV(), FV(), EFFECTIVE() and NOMINAL())
4. Loans – payment simulation, capital-interest decomposition, Annual Percentage Rate, “cheap loans”, flat rate (PMT(), PPMT(), IPMT(), NPER())
5. Stock exchange and investment funds – risk and profitability, how to compare products

6. Returns on assets – statistical analysis of returns and stock exchange performance, market beta, geometric mean

Teaching and Learning

This module will be taught by means of practical labs with Excel and self-guided study. Formative Assessment: Comments will be given on assessments, and tutorial guidance will be provided for coursework and exam. Student activity and time spent on each activity comprises:

Guided	0 hours	(0%)
Lecture	0 hours	(0%)
Self-guided	190 hours	(76%)
Seminar	45 hours	(34%)
Workshop	0 hours	(0%)
Total	200 hours	

Method of Assessment (normally assessed as follows)

Final exam, 50%, will assess learning outcomes 1-6

Coursework, 50%, composed of an in-class exam will assess learning outcomes 1-4 **Re-sit**

Students failing any component of assessment, at the first attempt, are entitled to one re-sit attempt. This will be by new examination and/or new coursework scheduled for the next assessment opportunity. For coursework, if more than one element existed in the first attempt, this may be combined into one assessment for re-sit.

Date of last amendment

30.01.2017

3. MODULE RESOURCES

Recommended Reading

Day, A., 2015. *Mastering Financial Mathematics in Microsoft Excel, 3rd ed.*, Harlow: Financial Times.

Required Equipment

None. For interested students: Excel in a preferred language version (Polish or English available during classes) should be installed on students' laptops

4. MODULE ORGANISATION

Module leader

Name dr. M. Kopyt

E-mail mkopyt@wne.uw.edu.pl

Length and month of examination

120 minutes in June

Expected teaching timetable slots

No timetable information available

Subject Quality and Approval information

Board of Study Faculty Collaborative Provision Committee

Subject Assessment Board Faculty Council, Faculty of Economics and
Management

Shortened title

Date of approval by FCPC 13 Feb 2017