

Alabama Academic Standards Correlation

Session Descriptions	Student Objectives	Alabama Standards for Personal Financial Literacy
Theme 1: Employme	ent and Income	
Project: My Savings Plan In the project, students look forward 10-15 years and create a financial portfolio to help them achieve their future lifestyle and monetary goals while also learning about the importance of planning for unexpected adversities. They will create a variety of artifacts—physical and digital—and deliver presentations as they explore the steps required for a secure financial future.	 Students will: Examine anticipated income and costs for each SMART financial goal. Develop a savings plan for each of their SMART financial goals. 	 Financial Responsibility: Students will 1. Describe the nature and scope of personal finance, including how personal finance concepts fit into key life events or stages. a. Research and share information from a variety of sources to explain the importance of personal financial planning. 3. Explain how goals, decision-making, and planning affect personal financial choices and behaviors. a. Create a plan to reach a specific financial goal. b. Explain personal values that affect financial choices. c. Explain the advantages of designing and following a personal financial plan. d. Compare and contrast retirement and estate planning options available to individuals and families. Money Management: Students will 14. Demonstrate how to set financial goals and analyze the costs and benefits of spending decisions. b. Compose an argument supporting the concept of paying yourself first. c. Determine the amount of savings needed for a given household. 15. Describe strategies for managing income to align with financial goals. a. Describe the impact of career choice, education, skills, and economic conditions on income and financial stability. 16. Prepare a monthly budget for an individual or a family given their income, savings goals, taxes, and list of fixed and variable expenses. b. Describe methods of allocating resources to meet savings and investment goals.

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1.1 The Basics of Earning Income is money that an individual earns by working, making investments, and providing goods and services. Money functions as a medium of exchange, a unit of account, and a store of value. Any item used as money takes on those three essential functions.	 Students will: Describe the functions of money. Evaluate personal requirements for income. Analyze how and where to earn money. Design a brochure with possibilities for earning. 	 <u>Money Management:</u> Students will 15. Describe strategies for managing income to align with financial goals. a. Describe the impact of career choice, education, skills, and economic conditions on income and financial stability. <u>Investing:</u> Students will 24. Identify types of investments appropriate for different objectives.
1.2 Careers and Pay Individuals who set realistic financial goals are in more control of their money than those who do not. Although goals are set for short- and long-term periods, it is important to regularly track the progress of each goal.	 Students will: Analyze and prioritize personal financial goals (current, 10-year, 25-year). Explain the relationship between finances, career choices, and personal financial goals. Identify career fields or options of interest that will lead to financial goals. 	 Foundational Skills: Students will 3. Explore the range of careers available in the field and investigate their educational requirements, and demonstrate job-seeking skills including resume-writing and interviewing. Financial Responsibility: Students will 1. Describe the nature and scope of personal finance, including how personal finance concepts fit into key life events or stages. a. Research and share information from a variety of sources to explain the importance of personal financial planning. 3. Explain how goals, decision-making, and planning affect personal financial choices and behaviors. a. Create a plan to reach a specific financial goal. b. Explain personal values that affect financial choices. c. Explain the advantages of designing and following a personal financial plan. d. Compare and contrast retirement and estate planning options available to individuals and families. Money Management: Students will 14. Demonstrate how to set financial goals and analyze the costs and benefits of spending decisions. c. Determine the amount of savings needed for a given household. 15. Describe strategies for managing income to align with financial goals. a. Describe the impact of career choice, education, skills, and economic conditions on income and financial stability. 16. Prepare a monthly budget for an individual or a family given their income, savings goals, taxes, and list of fixed and variable expenses. b. Describe methods of allocating resources to meet savings and investment goals.



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1.3 Education and Careers An investment in a career requires time, money, and resources that can open doors to opportunities. Studies show that employees with more than a high school education earn significantly more money throughout their lifetime than those without. The emphasis in this session is that the more education you have, the higher quality of life you will have.	 Students will: Examine the cost of college. Evaluate the costs and/or benefits of post-secondary education (trade school, apprenticeships, etc.). Compare and contrast the costs and benefits of various postsecondary educational options. Evaluate personal decisions relating to career choice and education requirements and plans. Assess personal skills, abilities, and aptitudes and weaknesses as they relate to career exploration and development. 	 Foundational Skills: Students will 2. Demonstrate effective workplace and employability skills, including communication, awareness of diversity, positive work ethic, problem-solving, time management, and teamwork. 3. Explore the range of careers available in the field and investigate their educational requirements, and demonstrate job-seeking skills including resume-writing and interviewing. Financial Responsibility: Students will 4. Explain how certifications may expand employment opportunities and positively impact earnings. a. Describe the opportunity costs of developing human capital by taking courses to prepare for employment in careers that are in high demand with high income potential. Money Management: Students will 15. Describe strategies for managing income to align with financial goals. a. Describe the impact of career choice, education, skills, and economic conditions on income and financial stability.



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1.4 Taxes and Benefits Taxes are collected by governments to pay for many public services such as highways, schools, police, and fire protection. The main goal of taxation is to provide revenue for a government to pay its bills. The two taxes most people pay are federal and state income taxes. Federal income tax goes to the U.S. government, and state income tax is paid to the state government. Income may also be offset by tax-free benefit packages provided by an employer.	 Students will: Identify the difference between gross pay and net pay. Define taxes and explain their purpose and impact on income. Demonstrate an understanding of various taxes such as FICA and Medicare. Calculate net monthly income. Recognize employee benefits and apply knowledge to job opportunities 	 Money Management: Students will 16. Prepare a monthly budget for an individual or a family given their income, savings goals, taxes, and list of fixed and variable expenses. a. Evaluate the impact of taxes, government payments, and employee benefits on budgeting decisions. b. Describe methods of allocating resources to meet savings and investment goals. 17. Gather and share information on income, benefits, and deductions. a. Distinguish between gross and net income. b. Analyze the impact of payroll deductions and employee benefits on income. c. Calculate the monetary value of employee benefits when determining earnings. d. Describe sources of income not derived from employment.
Theme 2: Money Mar	nagement	
Project: My Budgeting Habit Students review the critical concepts and vocabulary related to budgeting, examine the importance of SMART goals, and then create their own SMART financial goals for the future. They design a visual aid to depict their SMART financial goals.	 Students will: Describe a budget and explain the purpose of budgeting. Explain SMART (specific, measurable, achievable, realistic, and time-bound) goals and how the practice can be used for budgeting. Create personal SMART financial goals for the future: short term (1 year), medium term (5 years), and long term (10 years or beyond). Use graphics and multimedia—charts, videos, graphs, and so on to represent each SMART goal and the method by which it will be achieved. 	 Financial Responsibility: Students will 1. Describe the nature and scope of personal finance, including how personal finance concepts fit into key life events or stages. a. Research and share information from a variety of sources to explain the importance of personal financial planning. 3. Explain how goals, decision-making, and planning affect personal financial choices and behaviors. a. Create a plan to reach a specific financial goal. c. Explain the advantages of designing and following a personal financial plan. d. Compare and contrast retirement and estate planning options available to individuals and families. Money Management: Students will 14. Demonstrate how to set financial goals and analyze the costs and benefits of spending decisions. c. Determine the amount of savings needed for a given household. 15. Describe strategies for managing income to align with financial goals. 16. Prepare a monthly budget for an individual or a family given their income, savings goals, taxes, and list of fixed and variable expenses. a. Evaluate the impact of taxes, government payments, and employee benefits on budgeting decisions. b. Describe methods of allocating resources to meet savings and investment goals.



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2.1 Financial Institutions Consumers use financial institutions to help them save and complete transactions safely, quickly, and conveniently and to hold and transfer money in different ways—all while being insured and safe from theft. It is important, therefore, to find a financial institution that meets your needs.	 Students will: Investigate the use of different payment methods. Compare financial institutions and the types of accounts and services they provide. 	 Money Management: Students will 16. Prepare a monthly budget for an individual or a family given their income, savings goals, taxes, and list of fixed and variable expenses. d. Locate and use technology to help with financial management. Saving: Students will 23. Compare certificates of deposit, money markets, and savings accounts and identify the benefits and disadvantages of each. a. Gather information on the interest rates that financial institutions pay on different types of savings accounts. Banking:: Students will 29. Explain the role of the Federal Deposit Insurance Corporation (FDIC) and the National Credit Union Administration (NCUA) in protecting depositors' savings, including coverage limits. 31. Investigate and report on account management services provided by financial institutions. a. Summarize the risks and protections associated with checks, debit cards, credit cards, and online and mobile payment systems. b. Compare the features and costs of personal checking accounts offered by different financial institutions. c. Compare the features and costs of online and mobile banking and payment services offered by different financial institutions.



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2.2 Spending and Saving Many competing claims are made on a person's money that impede the ability to save. By prioritizing saving, consumers will be able to achieve short-and long-term goals and set aside money for emergencies and the future.	 Students will: Recognize the importance of paying yourself first. Identify the opportunity costs of savings. Compare simple and compound interest and their impact on savings, including the Rule of 72. 	 Financial Responsibility: Students will 1. Describe the nature and scope of personal finance, including how personal finance concepts fit into key life events or stages. a. Research and share information from a variety of sources to explain the importance of personal financial planning 2. Describe personal spending behavior that contributes to building wealth. b. Describe practices that assist individuals and families to achieve and maintain financial security. Money Management: Students will 14. Demonstrate how to set financial goals and analyze the costs and benefits of spending decisions. b. Compose an argument supporting the concept of paying yourself first. c. Determine the amount of savings needed for a given household. Saving: Students will 22. Research and report on the benefits of savings. a. Distinguish between saving and investing, considering the characteristics of various methods of saving. b. Calculate annual interest and annual yield on savings for various types of accounts. c. Explain reasons for maintaining an emergency savings account and methods for determining the amount needed Saving: Students will 23. Compare certificates of deposit, money markets, and savings accounts and identify the benefits and disadvantages of each. c. Explain the difference between simple and compound interest and calculate interest on a given amount of savings using each method.



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2.3 Think Before You Spend Every individual is responsible for keeping track of his or her own money. Using a transaction register and careful consumer practices and staying informed all help in maintaining a positive cash flow and increasing net worth.	 Students will: Record purchases in a transaction register. Determine which practices demonstrate careful consumer skills. Apply consumer skills to spending and saving decisions. 	 Financial Responsibility: Students will 1. Describe the nature and scope of personal finance, including how personal finance concepts fit into key life events or stages. a. Research and share information from a variety of sources to explain the importance of personal financial planning. b. Specify how monetary and non-monetary assets can contribute to net worth. 2. Describe personal spending behavior that contributes to building wealth. b. Describe practices that assist individuals and families to achieve and maintain financial security. 2. Consumer Decisions and Behavior: Students will 9. Describe factors that impact consumer purchasing decisions throughout the lifespan. a. Explain how limitations on financial resources affect the choices people make. b. Explain how consumers can benefit from conducting a cost-benefit analysis before making a financial decision. 13. Explain the ways in which individuals are responsible for their finances and situations in which they share responsibility for other people's finances.



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2.4 Budgeting Examining and monitoring cash flow is an ongoing and critical step in the budgeting process. Having and using a budget, and knowing the types of categories in a budget, helps people maintain positive cash flow.	 Students will: Explain cash flow. Follow a step-by-step guide for creating a budget. Identify a short-term financial goal. Arrange income, fixed expenses, and variable expenses in appropriate columns to be equal. 	 Financial Responsibility: Students will 1. Describe the nature and scope of personal finance, including how personal finance concepts fit into key life events or stages. a. Research and share information from a variety of sources to explain the importance of personal financial planning. 2. Describe personal spending behavior that contributes to building wealth. b. Describe practices that assist individuals and families to achieve and maintain financial security. 3. Explain how goals, decision-making, and planning affect personal financial choices and behaviors. a. Create a plan to reach a specific financial goal. c. Explain the advantages of designing and following a personal financial plan. d. Compare and contrast retirement and estate planning options available to individuals and families Money Management: Students will 14. Demonstrate how to set financial goals and analyze the costs and benefits of spending decisions. c. Determine the amount of savings needed for a given household. 15. Describe strategies for managing income to align with financial goals. a. Describe the impact of career choice, education, skills, and economic conditions on income and financial stability.



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Theme 3 Project: My Credit Score Students learn about the importance of a credit score and how to maintain a healthy score that will allow access to the credit they will need to make major purchases.	 Students will: Examine anticipated income and costs for each SMART financial goal. Develop a savings plan for each of their SMART financial goals. Create an original reality show concept that demonstrates awareness of concepts related to improving credit scores. 	 Financial Responsibility: Students will 1. Describe the nature and scope of personal finance, including how personal finance concepts fit into key life events or stages. a. Research and share information from a variety of sources to explain the importance of personal financial planning. Consumer Decisions and Behavior: Students will 9. Describe factors that impact consumer purchasing decisions throughout the lifespan. a. Explain how limitations on financial resources affect the choices people make. 12. Identify factors that affect the total cost of goods and services, including sales tax, tips, coupons, discounts, and unit pricing. a. Explain how sales and property taxes affect financial decisions. Money Management: Students will 14. Demonstrate how to set financial goals and analyze the costs and benefits of spending decisions. b. Compose an argument supporting the concept of paying yourself first. c. Determine the amount of savings needed for a given household. 16. Prepare a monthly budget for an individual or a family given their income, savings goals, taxes, and list of fixed and variable expenses. b. Describe methods of allocating resources to meet savings and investment goals.



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Theme 3 Credit, Deb	t, and Keeping You	r Finances Safe
3.1 What Is Credit? Credit is the amount of money a borrower receives and agrees to pay back with interest to the lender. The lender relies on a report of the borrower's credit history to determine whether to extend a loan. The report includes a record of the borrower's ability to repay debt.	 Students will: Explain the concept of credit. Distinguish the pros and cons of credit. Develop techniques for building a strong credit history. Summarize major consumer credit laws. 	 Financial Responsibility: Students will 1. Describe the nature and scope of personal finance, including how personal finance concepts fit into key life events or stages. a. Research and share information from a variety of sources to explain the importance of personal financial planning. 2. Describe personal spending behavior that contributes to building wealth. b. Describe practices that assist individuals and families to achieve and maintain financial security. Consumer Protection: Students will 6. Outline the purposes and features of consumer protection laws, agencies, and sources of assistance, including identity protection and credit regulations. a. Explain ways to avoid identity theft, fraud, financial scams, and schemes designed to defraud consumers. c. Describe possible responses to excessive debt collection practices. 20. Research and report on factors that affect creditworthiness and credit scores. c. Describe consequences of accumulating credit card debt and defaulting on loans, especially for young consumers. d. Identify sources, types, and risks of loans for consumers. e. Investigate and report on ways that a low credit score can affect a consumer's financial options.



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3.2 Types of Credit Building a strong credit history requires using credit wisely. Credit cards, loans, and nontraditional credit options, such as rent-to- own plans and payday loans, are expensive ways to manage money. Often the results of poor credit choices will require debt management plans and credit counseling.	 Students will: Explain the types and sources of credit. Compute interest amounts on a loan. Develop an action plan for fixing bad credit. 	 Consumer Decisions and Behavior: Students will 11. Demonstrate how to use comparison shopping skills to make purchasing decisions, including major purchases. b. Research and report on various types of consumer contracts, indicating each type's advantages and disadvantages for the consumer. c. Calculate cost and finance charges for major purchases d. Research the projected costs for all expenses associated with major purchases, including maintenance costs. Credit and Debt: Students will 19. Research and share information on credit options available to consumers. a. Explain how credit card grace periods, methods of interest calculation, and fees affect borrowing costs. b. List the types of information required on credit applications. c. Calculate the total cost of a loan. 20. Research and report on factors that affect creditworthiness and credit scores. b. Describe effective methods for improving credit scores. c. Describe consequences of accumulating credit card debt and defaulting on loans, especially for young consumers. d. Identify sources, types, and risks of loans for consumers. d. Identify sources affect a consumer's financial options.



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3.3 Protect Your Credit Lenders evaluate a person's credit worthiness based on the Five C's—capacity, capital, conditions, collateral, and character—as well as the person's credit report and credit score. Maintaining good credit is pivotal in acquiring future credit. Consumers need to monitor their credit accounts and reports and keep their personal and financial information safe to maintain their good credit.	 Students will: Explain the impact credit scores and credit reports have on obtaining credit. Evaluate the process of the Five C's of credit. Explain what a credit score indicates and how it affects a person's financial history. Identify strategies for protecting personal financial information and resources. 	 Consumer Protection: Students will 6. Outline the purposes and features of consumer protection laws, agencies, and sources of assistance, including identity protection and credit regulations. c. Describe possible responses to excessive debt collection practices. Credit and Debt: Students will 20. Research and report on factors that affect creditworthiness and credit scores. a. List steps for obtaining a credit report from the three major reporting agencies. b. Describe effective methods for improving credit scores. c. Describe consequences of accumulating credit card debt and defaulting on loans, especially for young consumers. d. Identify sources, types, and risks of loans for consumers. e. Investigate and report on ways that a low credit score can affect a consumer's financial options.
3.4 Debt Management Repaying debt is a legal and ethical matter. People who run into financial trouble can often improve their financial situation with some effort. When consumers are not able to manage debt on their own, they can work with a credit counselor to develop a debt management plan. Bankruptcy is a legal action used to remove the debts of businesses and individuals who are unable to pay their bills, but it has severe credit consequences.	 Students will: Compare and contrast debt management plans. Examine two types of bankruptcy: Chapter 7 and Chapter 13. Explain why bankruptcy might not be the best choice in a given situation. Interpret complex data and analyze the services of DMP agencies and whether to file bankruptcy in a given situation. 	 <u>Credit and Debt:</u> Students will 20. Research and report on factors that affect creditworthiness and credit scores. c. Describe consequences of accumulating credit card debt and defaulting on loans, especially for young consumers. d. Identify sources, types, and risks of loans for consumers. e. Investigate and report on ways that a low credit score can affect a consumer's financial options. 21. Apply strategies to avoid or correct debt management problems. a. Examine and report on the types of services offered by consumer credit counseling agencies. b. Explain the economic consequences of personal bankruptcy and the financial responsibilities associated with filing for bankruptcy under Chapters 7, 11, and 13.



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Theme 4: Planning for the Future				
Theme 4 Project: My Investment Plan Students review basic information about stocks and the stock market and then conduct research to select at least ten stocks in which to invest for a financial portfolio.	 Students will: Explain stock and the stock market. Describe low-risk, medium-risk, and high-risk investments. Develop a diversified stock portfolio. Predict factors that would positively or negatively affect the stock prices within the next 10 years. 	 Financial Responsibility: Students will 1. Describe the nature and scope of personal finance, including how personal finance concepts fit into key life events or stages. a. Research and share information from a variety of sources to explain the importance of personal financial planning. 2. Describe personal spending behavior that contributes to building wealth. b. Describe practices that assist individuals and families to achieve and maintain financial security. Investing: Students will 24. Identify types of investments appropriate for different objectives. a. Describe factors that affect the rate of return on investments. b. Differentiate between diversification and asset allocation. c. Compare the advantages of taxable, tax-deferred, and tax-advantaged investments, including Roth IRAs and employer-sponsored retirement options, and determine which are most beneficial for new savers. d. Describe steps that will maximize long-term investment returns and explain the advantages of each. 25. Evaluate types of investments to determine how they meet the objectives of a personal financial plan. b. Research and report on investment options, considering risks and returns and the reasons for diversification. 		



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4.1 Investing Versus Saving People save to have money to use in the future. People invest to increase the value of their money. Because a savings account is generally insured by the financial institution, it carries less risk but has a lower rate of return. Stocks, bonds, and mutual funds are common investments which involve some risk, but investors are generally willing to accept more risk in exchange for higher returns.	 Students will Differentiate between saving and investing. Describe types of investment vehicles. Compare the relationship of risks and rewards. Create a pyramid of investments, placing them in a range from low risk to high risk. Identify the risk-return tradeoffs for saving and investing. 	 Financial Responsibility: Students will 1. Describe the nature and scope of personal finance, including how personal finance concepts fit into key life events or stages. a. Research and share information from a variety of sources to explain the importance of personal financial planning. 2. Describe personal spending behavior that contributes to building wealth. b. Describe practices that assist individuals and families to achieve and maintain financial security. Saving: Students will 22. Research and report on the benefits of savings. a. Distinguish between saving and investing, considering the characteristics of various methods of saving. b. Calculate annual interest and annual yield on savings for various types of accounts. c. Explain reasons for maintaining an emergency savings account and methods for determining the amount needed Saving: Students will 22. Research and report on the benefits of savings. a. Distinguish between saving and investing, considering the characteristics of various methods of saving. c. Explain reasons for maintaining an emergency savings account and methods for determining the amount needed Saving: Students will 22. Research and report on the benefits of savings. a. Distinguish between saving and investing, considering the characteristics of various methods of saving. Investing: Students will 24. Identify types of investments appropriate for different objectives. a. Describe factors that affect the rate of return on investments. b. Differentiate between diversification and asset allocation. c. Compare the advantages of taxable, tax-deferred, and tax-advantaged investments, including Roth IRAs and employer-sponsored retirement options, and determine which are most beneficial for new savers. d. Describe steps t



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4.2 Investing for the Long Term Various types of risk should be considered when making retirement plans and investment decisions. Many types of investment plans, such as 401(k)s and IRAs, should be considered as well. It is never too early to think about financial planning. Planning should begin as soon as a person enters the workforce.	 Students will: Identify the key elements of financial planning. Explain the risks associated with long-term financial planning. Examine investment needs in different financial situations and explore long-term financial investments. Apply risk criteria when choosing and developing a financial plan. 	 Financial Responsibility: Students will 1. Describe the nature and scope of personal finance, including how personal finance concepts fit into key life events or stages. a. Research and share information from a variety of sources to explain the importance of personal financial planning. Describe personal spending behavior that contributes to building wealth. b. Describe practices that assist individuals and families to achieve and maintain financial security. Explain how goals, decision-making, and planning affect personal financial choices and behaviors. a. Create a plan to reach a specific financial goal. d. Compare and contrast retirement and estate planning options available to individuals and families. Investing: Students will 24. Identify types of investments appropriate for different objectives. a. Describe factors that affect the rate of return on investments. b. Differentiate between diversification and asset allocation. c. Compare the advantages of taxable, tax-deferred, and tax-advantaged investments, including Roth IRAs and employer-sponsored retirement options, and determine which are most beneficial for new savers. d. Describe steps that will maximize long-term investment returns and explain the advantages of each. 25. Evaluate types of investments to determine how they meet the objectives of a personal financial plan. b. Research and report on investment options, considering risks and returns and the reasons for diversification.



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4.3 Risks and Responsibilities Risk is exposure to something potentially dangerous or harmful. It is important to recognize risks and learn how to manage or mitigate them. People purchase insurance to reduce the risk of loss and receive compensation for losses or damage caused by events beyond their control.	 Students will: Identify risks in life and how to protect against the consequences of risk. Investigate categories of specific risks they may face. Examine ways to mitigate those risks. Calculate the probability of those risks occurring 	 Financial Responsibility: Students will Describe the nature and scope of personal finance, including how personal finance concepts fit into key life events or stages. Research and share information from a variety of sources to explain the importance of personal financial planning. Consumer Decisions and Behavior: Students will Apply a decision-making model to maximize consumer satisfaction when buying goods and services. Analyze the value of warranties, service contracts, and risk protection for a variety of products and services. Personal Insurance: Students will Describe how insurance protects against loss and mitigates financial consequences. Explain the various types of personal insurance and identify coverage needed at different stages of life. 28. Compare and contrast types of property insurance and identify situations when certain types of coverage are needed. .
4.4 Types of Insurance Insurance coverage is provided in exchange for the payment of a premium. Five common types of insurance are homeowner's (and renter's) insurance, disability insurance, health insurance, life insurance, and automobile insurance. Some coverage, such as auto insurance, is required by law, while other coverage is optional. Consumers need to choose the right kind and amount of insurance during different stages in their lives.	 Students will: Define basic insurance terms. Examine five types of insurance and the purpose of each. Evaluate the coverage for each of the five types. Create a portfolio with the types of insurance they imagine themselves purchasing within the next 10 years. 	 Financial Responsibility: Students will 1. Describe the nature and scope of personal finance, including how personal finance concepts fit into key life events or stages. a. Research and share information from a variety of sources to explain the importance of personal financial planning. Personal Insurance: Students will 27. Describe how insurance protects against loss and mitigates financial consequences. a. Explain the various types of personal insurance and identify coverage needed at different stages of life. c. Analyze the costs and benefits of various types of insurance. 28. Compare and contrast types of property insurance and identify situations when certain types of coverage are needed. c. Determine the amount of coverage needed in a given situation.



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Case Study: Solving Problems and Managing Risk Students examine a process for making decisions and managing risk. They consider a scenario in which a business owner must make a difficult decision. Students use a decision tree to analyze options and consequences and recommend a course of action.	process.Explain risk management	Foundational Standards: Students will 2. Demonstrate effective workplace and employability skills, including communication, awareness of diversity, positive work ethic, problem-solving, time management, and teamwork.
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