



Course Syllabus
Gyanmanjari Institute of Commerce
Semester-3 (M.COM)

Subject: Personal Financial Management – MCOFA13513

Type of course: Major (Core)

Prerequisite: The prerequisite for Introduction to Personal Finance includes a basic understanding of financial concepts and mathematics. Students should have knowledge of arithmetic operations, percentages, and basic algebra. Additionally, familiarity with concepts such as interest rates, compound interest, and present and future value calculations is recommended.

Rationale: Students will learn to apply rational decision-making principles to various aspects of personal finance, including time value of money applications, cash flow management, debt management, tax planning, investment decisions, risk analysis, insurance planning, retirement planning, and portfolio management. The rationale behind including the subject of Financial Accounting for Managers lies in its critical role in providing foundational knowledge and practical skills essential for effective managerial decision-making in various organizational settings.

Teaching and Examination Scheme:

Teaching Scheme			Credits	Examination Marks				Total Marks
CI	T	P		C	Theory Marks		Practical Marks	
			ESE		MSE	V	ALA	
04	00	00	04	60	30	10	50	150

Legends: CI-Class Room Instructions; T – Tutorial; P - Practical; C – Credit; ESE - End Semester Examination; MSE- Mid Semester Examination; V – Viva; CA - Continuous Assessment; ALA- Active Learning Activities.



Course Content:

Sr. No	Course content	Hrs.	% Weightage
1	<p>Introduction to Personal Finance</p> <ul style="list-style-type: none"> • Time value of money applications • Personal financial statements, Cash flow and debt management, tools and budgets <p>Money Management</p> <ul style="list-style-type: none"> • Tax planning • Managing Checking and Savings Accounts • Maintaining Good Credit • Credit Cards and Consumer Loans • Vehicle and Other Major Purchases • Obtaining Affordable Housing • Income and Asset Protection • Managing Property and Liability Risk • Managing Health Expenses 	15	25
2	<p>Risk Analysis & Insurance Planning</p> <ul style="list-style-type: none"> • Risk management and insurance decision in personal financial planning • Various Insurance Policies and Strategies for General Insurance, Life Insurance, Motor Insurance, Medical Insurance 	10	15
3	<p>Retirement Planning & Employees Benefits</p> <ul style="list-style-type: none"> • Retirement need analysis techniques • Development of retirement plan • Various retirement schemes such as Employees Provident Fund (EPF), Public Provident Fund (PPF), Superannuation Fund, Gratuity, Other Pension Plan and Post- retirement counseling. 	15	25



4	<p>Investment Planning</p> <ul style="list-style-type: none"> • Risk Return Analysis • Investing in Stocks and Bonds ,Mutual Fund, Derivatives, Investing in Real Estate • Asset Allocation • Investment strategies and Portfolio construction and management 	20	35
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Continuous Assessment:

Sr. No	Active Learning Activities	Marks
1	<p>Individual endeavor in the realm of retirement strategizing:</p> <p>Students have to make a detailed planning on their individual retirement planning related to finance and submit it on the GMIU web portal.</p>	10
2	<p>Wealth Management Strategy:</p> <p>Faculty will define a particular amount for investment planning, considering the amount students are required to invest that amount hypothetically in different investment options clearly specifying the reasons behind it. Detailed report including future return will be uploaded by the students on the GMIU web portal.</p>	10
3	<p>Fiscal Optimization Analysis:</p> <p>Students are required to prepare a detailed report on areas of Tax Planning in case of different types of assessee and submit the detailed report on the GMIU web portal.</p>	10
4	<p>The Paramount Significance of Insurance Determinations:</p> <p>Students are required to mention the various types of insurance policies clearly mentioning the benefits of it and how they can be used effectively in coverage of risk and also to gain the optimum returns. Detailed findings should be submitted on the GMIU web portal.</p>	10
5	<p>Creditworthiness: Navigating Financial Seas with a Stellar Credit Score:</p> <p>Students are required to prepare a detailed report on benefits of Creditworthiness, factors affecting creditworthiness, steps to improve credit score and various credit score agencies of India and submit the report on the GMIU web portal.</p>	10
Total		50

Suggested Specification table with Marks (Theory):100



Distribution of Theory Marks (Revised Bloom's Taxonomy)						
Level	Remembrance (R)	Understanding (U)	Application (A)	Analyze (N)	Evaluate (E)	Create (C)
Weightage	40%	40%	20%	-	-	-

Note: This specification table shall be treated as a general guideline for students and teachers. The actual distribution of marks in the question paper may vary slightly from the above table.

Course Outcome:

After learning the course, the students should be able to:	
CO1	Develop understanding and application of fundamental financial principles including time value of money, cash flow management, and debt management.
CO2	Gain proficiency in various aspects of money management such as tax planning, credit management, and risk analysis.
CO3	Acquire knowledge of retirement planning techniques, employee benefits, and investment strategies.
CO4	Demonstrate competency in analyzing insurance policies, retirement needs, and investment options to make informed financial decisions.

Instructional Method:

The course delivery method will depend upon the requirement of content and the needs of students. The teacher, in addition to conventional teaching methods by black board, may also use any tools such as demonstration, role play, Quiz, brainstorming, MOOCs etc.

From the content 10% topics are suggested for flipped mode instruction.

Students will use supplementary resources such as online videos, NPTEL/SWAYAM videos, e-courses, Virtual Laboratory

The internal evaluation will be done on the basis of Active Learning Assignment

Practical/Viva examination will be conducted at the end of semester for evaluation of performance of students in the laboratory.

Reference Books:

Personal Financial Management – MCOFA13513



1. Dr. Uma Pandey, Personal Financial Planning, McGraw Hill Education India
2. Dr. Ravi Kishore, "Personal Finance", Taxmann Publications
3. Dr. Sanjay Tiwari, Personal Financial Management, PHI Learning Pvt. Ltd.
4. Dr. Suresh Padmalatha and Dr. B. Saroja, "Personal Financial Planning", Himalaya Publishing House
5. Dr. A. N. Sridhar, Essentials of Personal Financial Management, Excel Books
6. Dr. P.V. Bhole, Personal Finance: A Wealth Management Approach, Tata McGraw-Hill Education
7. Prof. P.V. Subramanyam and Prof. G. Annapurna, "Personal Finance: Planning and Management", Tata McGraw-Hill Education

