

Sample Lesson Plan

Career Studies

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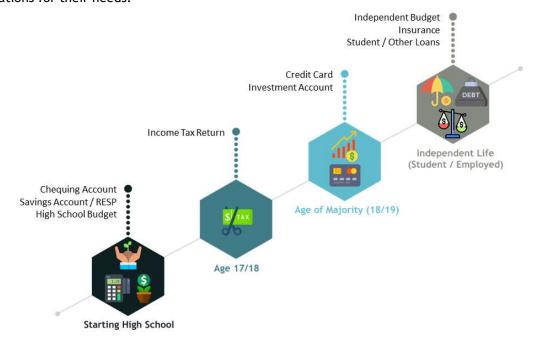
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Course Overview

FinStart traces the personal finance journey from high school to adulthood. We refer to it as Getting Started.

- Students learn about various financial products what they are, how they're used, and why they're important.
- They utilize the learnings, along with real-life comparison tables, to evaluate products / providers, learn to understand advertising messages, identify common pitfalls, and select the best product combinations for their needs.



Overall Expectations

By the end of this course, students will have a complete understanding of personal finance covering chequing / savings accounts, taxes, credit cards, investments (including registered accounts), budgeting, loans, and insurance. They will apply their knowledge and critical thinking skills to build and maintain their own personal finance set-ups.

With FinStart, teachers don't have to 'teach' the content. FinStart does that while relying on the teacher to supervise and orchestrate activities.

Lessons in the proposed plan match the FinStart website and follow provincial curricula.

A Word on How the FinStart Content Is Organized on the Website

FinStart's *Toolkit* is a bootcamp. FinStart's *Library* is an e-book. Both present the same material and follow what we call *Your Financial Set-up* - an arrangement of commonly used financial products and services.

Each section of the *Toolkit* is a linear arrangement of self-study modules through which students can progress at their own speed or as assigned by the teacher. They include active learning, word games, quizzes, and interactive fiction.

All elements of these self-study modules are also accessible individually through the Library, as relevant to the topic covered.





Course Outline

We propose a total of 7.5 hours of instruction, in three lessons. Each lesson consists of two 75-minute classes. Hours of instruction can be extended with additional activities and case studies.

• First, for each topic students will be given class time to get familiar with the relevant sections of FinStart *Toolkit* and / or FinStart *Library*.

1. Click & Learn

Students join the zany characters in our stories and 'sprint through' their personal finance mishaps and adventures.

- This is active learning. The story unfolds in small chunks. Each chunk is followed by multiple-choice
 questions. Correct answers are required to progress to the next chunk. Brief explanations pop up
 after students choose their answers.
- Each Click & Learn incorporates the relevant How It Works video and research table.
- Upon completion, the activity generates a unique verification code. Students can snap a picture of the screen and present it to you.

2. Explore in Depth

Students can watch a short How It Works video, learn the basics by browsing through small chunks of the *Library* e-book, and familiarize themselves with FinStart Research Tables and Step-by-step Checklists when they are ready to 'go to the bank' and act.

3. Apply

After exploring, students can play a word game and test their knowledge through a quiz.

- Upon completion of the game or quiz, the activity generates a unique verification code. Students
 can snap a picture of the screen and present it to you.
- The game and quiz modules can be used for verification.

Finally, students progress to interactive fiction modules centered on choice and decision-making.

- These modules present real-life case studies involving personal finance problems related to financial products and services discussed in the lesson.
- Additionally, they may introduce economic and financial concepts that are important in personal finance, for example, inflation. Some of these topics have been already addressed in the FinStart newsletter, *Bringing Finance to Your Classroom* (on the *Teacher Portal*).
- Gradually revealed solutions demonstrate the use of mental models and teach how to identify and protect oneself against cognitive biases, many of which are commonly used by product marketers.

Next, students will use decision-making and critical thinking skills to complete individual / group case studies, problems, and worksheets. They will apply these skills to their own financial set-ups through culminating activities.

In addition to activities designed for Careers, FinStart has activities that can be used to teach financial literacy skills in other courses, from English, to Economics, to Math. There is also a set of cross-curricular case studies - many questions and problems in this set are suitable for a Careers course.

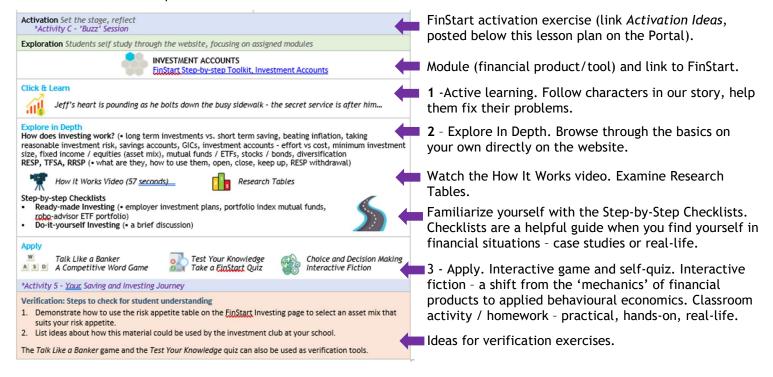
All teaching resources are posted on the Teacher Portal, accessible from the For Teachers tab.





Layout of the FinStart Lesson Plan for Careers

The layout of our lesson plan is standardized to make it easy to relate the content to the FinStart website. Here's an example:



If you missed it, there is a 6-minute video on *Teaching with FinStart* video on the Teacher Portal.



Evaluation and Verification

Evaluation will be done on a school-by-school and individual teacher basis. Proposed rubric can be found at the end of the lesson plan. Many of FinStart classroom activities can serve as evaluation tools.

In addition, each of FinStart's interactive modules, whether accessed through the *Toolkit* or the *Library*, generates a unique verification number - students can take a picture of it and send it to you as proof of completion.

Completion of the Click & Learn and Interactive Fiction modules can be verified using the same mechanism. Students can self-evaluate using FinStart's interactive quizzes and word games- found in each Toolkit section.





Lesson Plan 3 lessons, 7.5 hours of instruction in total

Outline

Lesson 1: Payments, Including Income Tax and High School Budget

Part 1: Chequing and Savings Accounts, High School Budget

Part 2: Income Tax
Part 3: Credit Cards

Lesson 2: Investment Accounts

Lesson 3: Loans / debt, Insurance and Independent Budget

Part 1: Loans and Insurance
Part 2: Independent Budget



Lesson 1: Payments, Including Income Tax and High School Budget

Part 1: Chequing and Savings Accounts, High School Budget

Enduring Understandings

This lesson is designed to teach students the features and functions of chequing and savings accounts offered by financial institutions in Canada. An RESP overview as a way to save for post secondary education is also looked at. Finally, there is an opportunity to build a budget for a high school student with income, expenses and savings goals identified.

Objectives

- Gain understanding of what chequing and savings accounts are for, key features and review comparison tables.
- Choose a bank product based on needs and wants.
- Learn the key features of RESPs.
- Learn the key components of a well laid out budget.

Curriculum Connections

- Identify wants and needs surrounding financial products.
- Make an informed consumer choice decision.
- Learn about savings plans for post secondary education.
- Plan a budget.

Materials Needed

- Computer and internet access
- FinStart for Students (website)
- FinStart for Teachers (Teacher Portal)
 - Careers classroom activities
- Pen or pencil, paper

Activation Set the stage, reflect *Activity A

Exploration Students self study through the website, focusing on assigned modules



CHEQUING ACCOUNT

FinStart Toolkit and Library, Chequing Accounts

Click & Learn



Join Justin, who's at the mall chewing on a slice of pizza when a slick banker approaches him...

Explore in Depth

What are they? (• making a choice: key features / product-research tables)
Choosing a Bank (• what products you need, dealing with multiple banks, online vs traditional banks)



How It Works Video (39 seconds)



Research Tables

Step-by-step Checklists

- Open an Account Youth / Regular / Online (• your debit card, set a PIN)
- **Keep Up with Your Account** (• set up online access, alerts, automatic payments, get familiar with e-transfers, monitor regularly)
- Convert an Account (• free youth accounts eventually convert to regular accounts)
- Close an Account



Apply



Talk Like a Banker A Competitive Word Game



Test Your Knowledge Take a FinStart Quiz



Choice and Decision Making Interactive Fiction



Exploration Students self study through the website, focusing on assigned modules



SAVINGS ACCOUNTS

FinStart Toolkit and Library, Savings Accounts

Click & Learn



Britney is on her way to get an iced coffee when she sees a billboard advertising...

Explore in Depth

What are they? (• making a choice: key features / product-research tables)

Open (• same bank as chequing vs. different)

Keep Up (• link to your chequing account, monitor regularly)

Close

What is it for? If you don't have one, can you still catch up? If you have one, learn how to withdraw the money.



How It Works Video (21 seconds)



Research Tables

Step-by-step Checklists

- Open an Account Youth / Regular / Online (• your debit card, set a PIN)
- Keep Up with Your Account (• set up online access, alerts, automatic payments, get familiar with e-transfers, monitor regularly)
- Convert an Account (• free youth accounts eventually convert to regular accounts)
- Close an Account



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Talk Like a Banker A S D A Competitive Word Game



Test Your Knowledge Take a FinStart Ouiz



Choice and Decision Making Interactive Fiction

*Activity 1 - Group Case Study (Making Payments, Using Accounts)

Verification: Steps to check for student understanding

- 1. Fill in a Venn diagram for the similarities and differences between chequing and savings accounts focusing on costs, interest paid, and allowed transactions.
- 2. Make a choice of bank and chequing account based on needs, wants and information in the research tables. Pick between a bank or credit union.
- 3. Role-play opening a chequing, savings, or RESP account with a partner or with the teacher being the bank teller or banker and the person being the customer.



Exploration Students self study through the website, focusing on assigned modules



HIGH SCHOOL BUDGET

FinStart Toolkit and Library, High School Budget

Click & Learn



Jasmin's alarm starts beeping, like it does every school day at 7:30 in the morning. She jumps out of bed, grabs her slippers, and...

Explore in Depth



How It Works Video (41 seconds)

Step-by-step Checklists

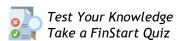
- Examine your income (• allowance, part-time job, irregular income)
- Need or want?
- Save a portion (• how much should you save?)
- Withdraw your savings



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Talk Like a Banker A Competitive Word Game





Choice and Decision Making Interactive Fiction

*Activity 2 - Build-a-budget Take-home Worksheet

Verification: Steps to check for student understanding

1. Build a high-school student budget noting income and expenses as well as savings goals.



Part 2: Income Tax

Enduring Understandings

This lesson is designed to teach students the fundamentals of income tax. From filing to paying, topics are covered sequentially for understanding at a basic level.

Objectives

- Gain an understanding of the link between payroll deductions and the T4 form for personal tax assessment.
- Learn why it is important to file on time and the benefits of doing so.
- Gain an understanding of where taxes go and how they are spent.
- Learn about the CRA and My CRA Account.
- Identify the steps involved in completing one's income tax filing.

Curriculum Connections

- Learn the basics of personal income tax.
 - Learn what taxes are used for.
 - Learn how tax is calculated.
 - Learn about the GST/HST credit.

Materials Needed

- Computer and internet access
- FinStart for Students (website)
- FinStart for Teachers (Teacher Portal)
 - Careers classroom activities
 - Cross-curricular case studies (optional)
- Pen or pencil, paper

Activation *Set the stage, reflect*

*Activity B - Misconception Check

Exploration Students self study through the website, focusing on assigned modules



INCOME TAX

FinStart Toolkit and Library, Income Tax

Click & Learn



Kay has just arrived from Mars for a summer internship on Earth. Upon inspecting her first paycheque, she notices...

Explore in Depth



How It Works Video (68 seconds)

Step-by-step Checklists

- Your First Tax Return (• how tax is calculated, talk to parent / guardian, gather tax slips, choose software, fill out return, double check, submit, keep receipts, check for refund and Notice of Assessment, learn about registered accounts, set up to receive GST/HST credit)
- **CRA Account** (• set up, complete registration)
- Yearly Tax Return (• gather slips/receipts, submit return, collect refund/pay, troubleshooting)



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Talk Like a Banker





Choice and Decision Making Interactive Fiction

*Activity 3 - Individual Tax Worksheet

Culminating Activity 1 - Getting It Done (open chequing/savings/CRA accounts and link them together to create your basic financial set-up)

Verification: Steps to check for student understanding

- 1. Students will fill in the individual tax worksheet.
- 2. Role play a trouble-shooting phone call with a CRA agent (generate questions to be asked).
- 3. Select questions / problems from the Income Tax Cross-curricular Case Studies (on the Teacher Portal).

The Talk Like a Banker game and the Test Your Knowledge quiz can also be used as verification tools.

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Part 3: Credit Cards

Enduring Understandings

This lesson is on the topic of credit cards. What they are, how they fit into a financial plan and how to use them to your advantage will be covered.

Objectives

- Learn how credit cards can be a component of your personal payment system.
- Consider whether they need a credit card or not.
- Analyze comparison charts to compare key features, benefits and costs of credit cards.
- Learn about their credit scores.

Curriculum Connections

- Making smart consumer choices
- Understanding and calculation of compound interest
- Needs vs wants analysis
- Understand a credit score

Materials Needed

- Computer and internet access
- FinStart for Students (website)
- FinStart for Teachers (Teacher Portal)
 - Careers classroom activities
 - Cross-curricular case studies (optional)
- Pen or pencil, paper

Exploration Students self study through the website, focusing on assigned modules



CREDIT CARDS

FinStart Toolkit and Library, Credit Cards

Click & Learn



Morgan is turning 17 this year. His grandma decides he's a grown boy and, much to the distaste of Morgan's parents...

Explore in Depth

What are they? (• component of the personal 'payment system', age of majority, do you need one, what will you use it for, making a choice: key features / comparison tables)



How It Works Video (46 seconds)



Research Tables

Step-by-step Checklists

- **Apply** (• what if you were declined?)
- Keep Up (• set up online access, PIN, alerts, over-limit pad, monitor regularly, set up payments from your chequing account
- Cancel



Apply



Talk Like a Banker A S D A Competitive Word Game



Test Your Knowledge Take a FinStart Quiz



Choice and Decision Making Interactive Fiction

Activity 4 - Credit Card Debt Case Study

Verification: Steps to check for student understanding

- 1. Role play a trouble-shooting phone call with a provider who declined your application (generate questions to be asked and possible reasons why this might have happened).
- 2. List the tasks you need to complete, after you receive your credit card, to make sure you're set up to use your card prudently.
- 3. Select questions / problems from the Credit Card Cross-curricular Case Studies (on the Teacher Portal).



Lesson 2: Investment Accounts

Enduring Understandings

This lesson is on the topic of investment accounts. The focus is on the purpose of investment accounts and the way they can be used to increase the return on your money through higher interest and capital gains. There is discussion of what investment risk is.

Curriculum Connections

- Make smart consumer choices.
- Understand and calculation of simple and compound interest.
- Understand features, benefits and costs of various investment accounts.

Objectives

- Learn the difference between long- and short-term investing.
- Learn about inflation and its impact on your savings.
- Learn about risk.
- Learn about asset mix (stocks / bonds).
- Learn about registered accounts the RRSP and TSFA; broaden their knowledge about the RESP with a focus on withdrawal.

Materials Needed

- Computer and internet access
- FinStart for Students (website)
- FinStart for Teachers (Teacher Portal)
 - Careers classroom activities
- Pen or pencil, paper

Activation *Set the stage, reflect*

*Activity C - 'Buzz' Session

Exploration Students self study through the website, focusing on assigned modules



INVESTMENT ACCOUNTS

FinStart Step-by-step Toolkit, Investment Accounts

Click & Learn



Jeff's heart is pounding as he bolts down the busy sidewalk - the secret service is after him...

Explore in Depth

How does investing work? (• long term investments vs. short term saving, beating inflation, taking reasonable investment risk, savings accounts, GICs, investment accounts - effort vs cost, minimum investment size, fixed income / equities (asset mix), mutual funds / ETFs, stocks / bonds, diversification RESP, TFSA, RRSP (• what are they, how to use them, open, close, keep up, RESP withdrawal)



How It Works Video (57 seconds)



Research Tables

Step-by-step Checklists

- Ready-made Investing (• employer investment plans, portfolio index mutual funds, robo-advisor ETF portfolio)
- **Do-it-yourself Investing (•** a brief discussion)



Apply



Talk Like a Banker A S D A Competitive Word Game



Test Your Knowledge Take a FinStart Ouiz



Choice and Decision Making Interactive Fiction

*Activity 5 - Your Saving and Investing Journey

Verification: Steps to check for student understanding

- 1. Demonstrate how to use the risk appetite table on the FinStart Investing page to select an asset mix that suits your risk appetite.
- 2. List ideas about how this material could be used by the investment club at your school.



Lesson 3: Loans / debt, Insurance, and Independent Budget

Part 1: Loans and Insurance

Enduring Understandings

This lesson is on the topic of loans or debt in general, and insurance. Also addressed is the concept of risk and ways to manage

Curriculum Connections

Review of simple interest and compound interest.

Objectives

- Learn key features of loans.
- Learn the difference between good and bad debt.
- Learn how much debt you can afford.
- Learn about student aid.
- Learn about what options do you have if you become overwhelmed by debt.
- Learn about different types of insurance and key features of each type.

Materials Needed

- Computer and internet access
- FinStart for Students (website)
- FinStart for Teachers (Teacher Portal)
 - Careers classroom activities
 - Cross-curricular case studies (optional)
- Pen or pencil, paper

Activation *Set the stage, reflect* *Activity D - Concept Review

Exploration Students self study through the website, focusing on assigned modules



LOANS

FinStart Step-by-step Toolkit, Loans

Click & Learn



Xork was recently admitted to a college in the Zanthar galaxy. He isn't concerned about the cost. "I'll just...

Explore in Depth

What is it? (• where can you borrow money, key features of loans, things to consider before you borrow: good / bad debt, when to / not to borrow, how much do you need, what it will cost you - fixed / variable debt, secured / unsecured debt, what options do you have if you become overwhelmed by debt?)



How It Works Video (17 seconds)



Research Tables

Step-by-step Checklists

- Lines of Credit & Term Loans (• what is it, how it works, what does it cost, how long will it take repay, how to apply - what documents do you need, how to do research?)
- Student Aid (• non-repayable aid, government loans / grants & bank loans where to find them, how to do research, what do you need to qualify, how much can you get, how long will it take to pay it back, is it worth it, what if can't pay it back?)



Apply



Talk Like a Banker A S D A Competitive Word Game



Test Your Knowledge Take a FinStart Quiz



Choice and Decision Making Interactive Fiction



Exploration Students self study through the website, focusing on assigned modules



INSURANCE

FinStart Step-by-step Toolkit, Insurance

Click & Learn



Glass doors begin to fly open, and waves of people flood the narrow streets. Maya has quickly swept up into the crowd. Heart racing, she...

Explore in Depth

What is it? (• key features, how do you buy insurance?) Types of Insurance (• home, health, auto, life/disability)



How It Works Video (27 seconds)



Research Tables

Step-by-step Checklists

- Auto Insurance (• the basics, key features, you had a driving accident what do you
- Home Insurance (• the basics, key features, your living situation in residence or on your own?)
- Health Insurance (• what is it, what are your alternatives private insurance, selfinsure, avoid paying twice for coverage)
- **Life / Disability Insurance (• what is it, alternatives, do you pay tax on benefits?)**



Apply



Talk Like a Banker A S D A Competitive Word Game



Test Your Knowledge Take a FinStart Quiz



Choice and Decision Making Interactive Fiction

*Activity 6 - Post-secondary Planning (Funding)

Verification: Steps to check for student understanding

- 1. Based on your research and a conversation with family / guardian, make a list of sources of financing for your post-secondary education.
- 2. Select questions / problems from the Loans Cross-curricular Case Studies (on the Teacher Portal).



Part 2: Independent Budget

Enduring Understandings

This lesson addresses budgeting for independent living.

Objectives

- Learn the key components of a well laid out budget.
- Students will have an opportunity to build a budget for independent living.

Curriculum Connections

- Needs vs wants analysis making smart consumer choices.
- Identify wants and needs surrounding financial products.
- Make an informed consumer choice decision.
- Learn about savings plans for post secondary education.
- Plan a budget.

Materials Needed

- Computer and internet access
- FinStart for Students (website)
- FinStart for Teachers (Teacher Portal)
 - Careers classroom activities
- Pen or pencil, paper

Activation *Set the stage, reflect* *Activity E - Compare and Contrast

Exploration Students self study through the website, focusing on assigned modules



INDEPENDENT BUDGET

FinStart Step-by-step Toolkit, Budget

Click & Learn



Kathy, Donovan and Tom are zombie hunters working full-time for the government...

Explore in Depth



How It Works Video (56 seconds)

Step-by-step Checklists

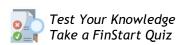
- Build (• calculate your income, manage your expenses 50/30/20 rule: must spend, fun spend, financial goals, explore our Excel student and regular budgets)
- Keep Up (• stick to it monthly, move what you save each paycheque to savings, what if your budget doesn't add up?)



Apply



Talk Like a Banker A S D A Competitive Word Game





Choice and Decision Making Interactive Fiction

Culminating Activity 2 - Build a Complete Budget

Verification: Steps to check for student understanding

- 1. Complete a budget template for independent living, incorporating student debt and insurance.
- 2. Select questions / problems from the Income Tax, Credit Card and Loan Cross-curricular Case Studies (on the Teacher Portal).
- 3. Brainstorm ideas about starting a personal finance club at your school to learn more about financial products and financial planning. How would it be different from what an investment club is doing?



Proposed Rubric

	Level 1	Level 2	Level 3	Level 4
Chequing, Savings & Investment Accounts, Registered Accounts, Credit Cards, various forms of loans and insurance products	Unclear understanding of features, benefits and disadvantages / risks of the product	Basic understanding of features but can't identify benefits and disadvantages / risks of the product	Understands the features, can identify benefits and disadvantages / risks	Level 3 plus can apply knowledge to choose products, and knows how to use them (open / apply for, keep up, and close / cancel, convert a chequing account, withdraw a RESP).
Budget and Income Tax	Incomplete understanding	Can identify some income sources, payroll deductions expense items and savings goals, components of taxable income, tax credit and deductions, and tax brackets.	Can identify all income sources, payroll deductions expense items and savings goals, components of taxable income, tax credit and deductions, and tax brackets.	Level 3 plus demonstrates confidence to build own budget and prepare own income tax filing.



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