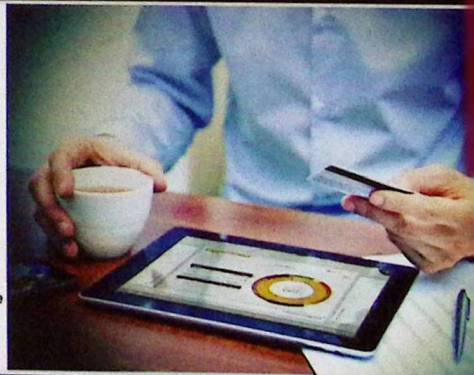
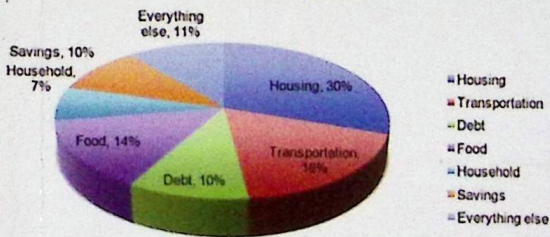


PERSONAL FINANCIAL MANAGEMENT

TEXT AND CASES

Monthly Expenses



MARIVIC FRANCISCO FLORES

**PERSONAL FINANCIAL
MANAGEMENT**

Text and Cases

jmlibrary

Marivic Francisco Flores, PhD

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Text and Cases

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PREFACE

The author was inspired to write a textbook in Personal Financial Management mainly for the student's welfare. There is no available and affordable Philippine books in the market that could serve as an alternative in PFM for the students. This book is organized to supplement other books for non-business courses taking the subject Personal Financial Management. Another reason is to further motivate other faculty members and to enhance our skills in book writing.

Personal Financial Management introduces the basics of Savings and Financial Planning. Personal Financial Planning, deals on how to be a good steward, to achieve its main goal which is to earn or save for emergency and future needs. This book includes the basic steps or process of personal financial planning: planning your career, managing your assets or increasing sources of your income, reducing your liabilities or decreasing your expenses and investing for your future. It also involves the basic facts and realities you have to consider and you have to know to be able to handle your accounts effectively such as income tax, investment opportunities and strategies, insurances, retirement and estate plans and educational plans.

Part 1 The Environment for Financial Decision Making

Chapter 1. Introduces the Foundation of Personal Financial Management. It deals on how one should start in handling their resources and in making these resources grow.

Chapter 2. Career Pathways. Identify various forms of income and analyze factors that affect income as part of career decision-making process.

Chapter 3. Developing Budget, Financial Statements and Plans. It teaches the students how to prepare their own financial records or documents and to analyze the difference between assets and liabilities.

Chapter 4. Preparing for Personal Income Taxes. It introduces the basic knowledge a student must learn in filing for individual income tax and the basic principles of tax computations.

Part 2 The Environment for Financial Services

Chapter 5. Financial Services. It includes Savings and Checking Account.

Chapter 6. Establishing Consumer Credit. It discusses credit, personal loan and types.

Part 3 Planning for Major Expenditures

Chapter 7. The Housing Decision. It includes facts you have to consider for housing decision and household management and finance.

Chapter 8. Purchasing Consumer Durables. Discusses steps in intelligent purchase decision when buying car, furniture and appliances.

Part 4 Protecting Your Personal and Property Insurance

Chapter 9. Property and Liability Insurance. It discusses insurance, type of risk, knowing insurance policy and the importance of insurance.

Chapter 10. Financing Health Care Liability. Discusses liability insurance, sickness benefits, Philhealth with the assistance of SSS and GSIS.

Chapter 11. Life Insurance. It discusses life insurance and its types.

Part 5 Managing Your Investment Assets

Chapter 12. Investment Strategy. Such as the type of investment, the need for investing, the investment portfolio and the different investment strategies.

Part 6 Retirement and Estate Planning

Chapter 13. Retirement and Estate Planning. Includes retirement plan, retirement benefit, and estate planning.

Furthermore this book aims to develop the student's awareness and skills in handling their personal financial resources effectively.

The author is deeply indebted to the following;

To the publisher who encourages me to write this book.

To my family, who have given me inspiration, understanding and encouragement for this great undertaking.

Finally, to the Lord Almighty, to HIM I bring back the honor and glory!

The Author
M.F.F.

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