**Personal Finance and Personal Development**

 **Succeeding at Life- Syllabus**

**SHEEP – Weekly**

**-Total 1 High School Credit -**

**Instructor- Alanda Strutz** **alanda@gmail.com**

Foundations in Personal Finance: High School Edition – Dave Ramsey

The 7 Habits of Highly Effective Teens - Sean Covey

How to Win Friends and Influence People - Dale Carnegie

PF= Personal Finance PD= Personal Development

PF- Each week we will watch videos by Dave Ramsey, workbooks will be completed in class and at home.

PD- Reading 1-2 Chapters weekly along with writing 3 Sentences that stood out during the reading.

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|  | **Week** | **In Class** | **Homework Being Assigned**  |
|  | 1 | Overview - Why this class will help you succeedVideo 1.1 (13m) | 7 Habits -Get in the Habit |
|  | 2 | PF- Foundations – Dave Ramsey Ch. 1- Section 1 & 2 – Video 2.1(15min)PD- | PF- Chapter 1 Section 1 & 27 Habits - Paradigms & Principles-  |
|  | 3 | PF-Foundations- Ch.1 – Section 3 - Video 3.1 (14m)PD-View Points, Principles  | PF- Chapter 1 Test7 Habits-Personal Bank Account |
|  | 4 | PF-Foundations –Ch.2 - Section 1 - Video 1.1PD- Personality Test Day – Discovering Strengths | PF- Chapter 2 Section 17 Habits – Habit 1: Be Proactive |
|  | 5 | PF- Foundations – Ch.2 -Section 2 – Video 2.1, 2.2PD- Proactive Approaches | Foundations – Ch.2 Section 2 7 Habits- Habit 2: Begin with the End in Mind |
|  | 6 | PF- Foundations - Ch.2 – Section 3 – Video2.3, 3.1PD- Planning & Time Management | Foundations – Finish Ch.2 Section 3 and Review to Pg. 477 Habits -Habit 3: Put First Things First |
|  | 7 | PF- Foundations – Ch.3 Section 1 & 2 Video 1.1,1.2,2.1 PD-Priorities – Priorities | Foundations- Ch3 Section 1&27 Habits - The Relationship Bank Acct |
|  | 8 | PF- Foundations – Ch.3 – Section 3 – Video 3.1, 3.2PD–Relationships and Good Communication | Foundations- Finish Chapter 3Review to Pg. 717 Habits- Think Win/Win |
|  | 9 | PF- Foundations Ch. 4 Section1 & 2 – Video 1.1,2.1,2.2PD -Importance of Listening | Foundations – Ch.4 Section 1 & 27 Habits- Synergize  |
|  | 10 | PF- Foundations Ch. 4 – Section 2 – Video 2.3,2.4,2.5PD- Valuing Others | Foundations-Finish Ch.4 Section 27 Habits- Seek First to Understand Then to be Understood |
|  | 11 | PF- Foundations Ch. 4 – Section 3&4 – Video 3.1,4.1PD- Interacting with People | Foundations- Finish Ch.4 & Review 7 Habits – Sharpen the Saw and Keep Hope Alive |
|  | 12 | PF- Foundations Ch. 5 – Section 1 – Video 1.1, 1.2PD- Take Care of YourselfHomework Check – 1 Page Essay Due if Not CurrentReview and Christmas Party! | Foundations- Ch. 5 Section 1Win Friends – Read All of “Part One”Fundamental Techniques of Handling People - 3 Chapters Total |
|  | 13 | PF-Foundations Ch. 5 – Section 2&3 – Video 2.1, 3.1PD- Relationships Matter | Foundations- Ch. 5 Section 2&3Win Friends-Part Two Ch. 1 & 2 |
|  | **Week** | **In Class** | **Homework Being Assigned**  |
|  | 14 | PF- Foundations Ch. 5 – Video 3.2, Section 4- Video 4.1Ch. 6 Section 1 – Video 1.1PD- The Importance of smiling, kindness and Valuing OthersHomework Check –1 Page Essay Due if Not Current | Foundations – Finish Chapter 5Review to Pg. 125Win Friends – Part Two Ch. 3 & 4 |
|  | 15 | PF-Foundations Ch. 6-Section 1-Video 1.2, 1.3, 1.4 PD-Conversation Skills & Sincerity  | Foundations- Ch. 6 Section 1Win Friends-Part Two Ch 5 & 6 |
|  | 16 | PF- Foundations Ch. 6 - Section 2 - Video 2.1, 3.1 PD- Avoid arguments and show respect | Foundations- Finish Chapter 6 And Review to Pg. 141Win Friends- Part Three Ch 1 & 2 |
|  | 17 | PF- Foundations Ch. 7 - Section 1 & 2– Video 1.1, 2.1, 2.2PD- Quickly Admit Wrongs | Foundations- Ch. 7 Section 1 & 2Win Friends- Part Three Ch 3 & 4 |
|  | 18 | PF- Foundations Ch. 7 – Section 2&3 – Video 2.3,2.4, 3.1PD- Communication TechniquesHomework Check –1 Page Essay Due if Not Current | Foundations- Finish Chapter 7 And review to Pg. 159Win Friends-Part Three Ch 5 & 6 |
|  | 19 | PF- Foundations Ch. 8 – Section 1 – Video 1.1, 1.2, 2.1PD-Seeing Things from Other Points of View | Foundations- Ch. 8 Section 1 & 2Win Friends- Part Three Ch 7 & 8 |
|  | 20 | PF- Foundations Ch. 8 – Section 2&3 – Video 2.2, 2.3, 3.1PD- Be Sympathetic – Understand Motives | Foundations- Finish Chapter 8 Review, Finish to Pg. 183Win Friends- Part Three 9 & 10 |
|  | 21 | PF- Foundations Ch.9 – Section 1&2 – Video 1.1, 2.1, 2.2,PD-Review of “Part Three” Concepts | Foundations- Ch. 9 Section 1 & 2Win Friends- Part Three Ch. 11 & 12 |
|  | 22 | PF- Foundations Ch. 9 – 2.3, 2.4, 3.1, 4.1 PD- Leading WellHomework Check –1 Page Essay Due if Not Current | Foundations- Finish Chapter 9 Review to Pg. 207Win Friends-Part Four Ch. 1 & 2 |
|  | 23 | PF- Foundations Ch. 10 – Section 1, 2 & 3– Video 1.1, 2.1, 3.1PD-Honoring Others and Asking QuestionsQuestions Exercise | Foundations- Finish Chapter 10 &Review to Pg. 221Win Friends- Part Four Ch 3 & 4  |
|  | 24 | PF- Foundations Ch. 11 – Section 1, 2 & 3 – Video 1.1, 1.2 1.3, 2.1, 3.1PD- Understand Who You Are & Who You Want to Be | Foundations- Ch. 11 Section 1,2 & 3Win Friends- Part Four Ch 5 & 6  |
|  | 25 | PF- Foundations Ch. 11 – Section 4 & 5– Video 4.1, 4.2, 4.3, 4.4PD- Job Interview Skills | Foundations- Finish Chapter 11Review to Pg. 249Make ResumeWin Friends- Part Four Ch 7 & 8 |
|  | 26 | PF- Foundations Ch. 12 – Section 1 & 2 –Video 1.1, 2.1PD- Assume the Best and Encourage | Foundations- Ch. 12 Sections 1 & 2Win Friends – Part Four Chapter 9 |
|  | 27 | PF- Foundations Ch.12 – Section 3 & 4 – Video 3.1, 4.1PD-Review- How To Win Friends & Influence PeopleHomework Check –1 Page Essay Due if Not Current | Foundations- Finish Chapter 12Win Friends- Done! |
|  | 28 | We made it! Review and Celebrate!  |  |