**Personal Finance and Personal Development**

**Succeeding at Life- Syllabus**

**SHEEP – Weekly**

**-Total 1 High School Credit -**

**Instructor- Alanda Strutz** [**alanda@gmail.com**](mailto: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 succeed  Video 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 & 2  7 Habits - Paradigms & Principles- |
|  | 3 | PF-Foundations- Ch.1 – Section 3 - Video 3.1 (14m)  PD-View Points, Principles | PF- Chapter 1 Test  7 Habits-Personal Bank Account |
|  | 4 | PF-Foundations –Ch.2 - Section 1 - Video 1.1  PD- Personality Test Day – Discovering Strengths | PF- Chapter 2 Section 1  7 Habits – Habit 1: Be Proactive |
|  | 5 | PF- Foundations – Ch.2 -Section 2 – Video 2.1, 2.2  PD- 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, 3.1  PD- Planning & Time Management | Foundations – Finish Ch.2 Section 3 and Review to Pg. 47  7 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&2  7 Habits - The Relationship Bank Acct |
|  | 8 | PF- Foundations – Ch.3 – Section 3 – Video 3.1, 3.2  PD–Relationships and Good Communication | Foundations- Finish Chapter 3  Review to Pg. 71  7 Habits- Think Win/Win |
|  | 9 | PF- Foundations Ch. 4 Section1 & 2 – Video 1.1,2.1,2.2  PD -Importance of Listening | Foundations – Ch.4 Section 1 & 2  7 Habits- Synergize |
|  | 10 | PF- Foundations Ch. 4 – Section 2 – Video 2.3,2.4,2.5  PD- Valuing Others | Foundations-Finish Ch.4 Section 2  7 Habits- Seek First to Understand Then to be Understood |
|  | 11 | PF- Foundations Ch. 4 – Section 3&4 – Video 3.1,4.1  PD- 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, 1.2  PD- Take Care of Yourself  Homework Check – 1 Page Essay Due if Not Current  Review and Christmas Party! | Foundations- Ch. 5 Section 1  Win 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, 3.1  PD- Relationships Matter | Foundations- Ch. 5 Section 2&3  Win Friends-Part Two Ch. 1 & 2 |
|  | **Week** | **In Class** | **Homework Being Assigned** |
|  | 14 | PF- Foundations Ch. 5 – Video 3.2, Section 4- Video 4.1  Ch. 6 Section 1 – Video 1.1  PD- The Importance of smiling, kindness and Valuing Others  Homework Check –1 Page Essay Due if Not Current | Foundations – Finish Chapter 5  Review to Pg. 125  Win 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 1  Win 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. 141  Win Friends- Part Three Ch 1 & 2 |
|  | 17 | PF- Foundations Ch. 7 - Section 1 & 2– Video 1.1,  2.1, 2.2  PD- Quickly Admit Wrongs | Foundations- Ch. 7 Section 1 & 2  Win Friends- Part Three Ch 3 & 4 |
|  | 18 | PF- Foundations Ch. 7 – Section 2&3 –  Video 2.3,2.4, 3.1  PD- Communication Techniques  Homework Check –1 Page Essay Due if Not Current | Foundations- Finish Chapter 7  And review to Pg. 159  Win Friends-Part Three Ch 5 & 6 |
|  | 19 | PF- Foundations Ch. 8 – Section 1 – Video 1.1, 1.2, 2.1  PD-Seeing Things from Other Points of View | Foundations- Ch. 8 Section 1 & 2  Win Friends- Part Three Ch 7 & 8 |
|  | 20 | PF- Foundations Ch. 8 – Section 2&3 – Video 2.2, 2.3, 3.1  PD- Be Sympathetic – Understand Motives | Foundations- Finish Chapter 8  Review, Finish to Pg. 183  Win 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 & 2  Win Friends- Part Three Ch. 11 & 12 |
|  | 22 | PF- Foundations Ch. 9 – 2.3, 2.4, 3.1, 4.1  PD- Leading Well  Homework Check –1 Page Essay Due if Not Current | Foundations- Finish Chapter 9 Review to Pg. 207  Win Friends-Part Four Ch. 1 & 2 |
|  | 23 | PF- Foundations Ch. 10 – Section 1, 2 & 3– Video 1.1, 2.1, 3.1  PD-Honoring Others and Asking Questions  Questions Exercise | Foundations- Finish Chapter 10 &  Review to Pg. 221  Win Friends- Part Four Ch 3 & 4 |
|  | 24 | PF- Foundations Ch. 11 – Section 1, 2 & 3 – Video 1.1, 1.2 1.3, 2.1, 3.1  PD- Understand Who You Are & Who You Want to Be | Foundations- Ch. 11 Section 1,2 & 3  Win Friends- Part Four Ch 5 & 6 |
|  | 25 | PF- Foundations Ch. 11 – Section 4 & 5– Video 4.1, 4.2, 4.3, 4.4  PD- Job Interview Skills | Foundations- Finish Chapter 11  Review to Pg. 249  Make Resume  Win Friends- Part Four Ch 7 & 8 |
|  | 26 | PF- Foundations Ch. 12 – Section 1 & 2 –Video 1.1, 2.1  PD- Assume the Best and Encourage | Foundations- Ch. 12 Sections 1 & 2  Win Friends – Part Four Chapter 9 |
|  | 27 | PF- Foundations Ch.12 – Section 3 & 4 – Video 3.1, 4.1  PD-Review- How To Win Friends & Influence People  Homework Check –1 Page Essay Due if Not Current | Foundations- Finish Chapter 12  Win Friends- Done! |
|  | 28 | We made it! Review and Celebrate! |  |