



## **FIN 434 Advanced Risk, Insurance and Estate Planning**

COURSE SYLLABUS: Spring 2025

Please, click on the following link to access A&M Commerce Covid 19 Information,  
<https://new.tamuc.edu/coronavirus/>

### **INSTRUCTOR INFORMATION**

**Instructor:** James R. Lytle

**Office Hours and Communication:** As this class is online, please send an email to me requesting office hours. Upon receiving the request, a mutual date and time will be scheduled.

**University Email Address:** [james.lytle@tamuc.edu](mailto:james.lytle@tamuc.edu)

### **COURSE INFORMATION**

**Prerequisite:** FIN 430 / 530

#### **Materials – Textbooks, Readings, Supplementary Readings**

1. Required Textbooks:

Dalton, Dalton, Langdon and Gillice, Insurance Planning, 7<sup>th</sup> edition, *Money Education*, Metairie, LA, (ISBN: 978-1-946711-31-1)

Dalton and Langdon, Estate Planning, 13<sup>th</sup> edition, *Money Education*, Metairie, LA, (ISBN: 978-1-946711-00-7)

2. If needed, any basic or financial calculator will suffice for this course. This includes hand-held financial calculators as well as Excel and mobile apps. Note that students are held accountable on learning how to master the calculator or calculator app of their choice (i.e., EZ Financial Calculator in Apple Apps and Financial Calculators –bishinews

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in Android Play Store). A financial calculator will be advantageous to have not only when you take other business classes, but also when making personal financial decisions throughout your lifetime.

### Course Description

An advanced assessment of risk management, the risk management process, the insurance industry, insurance company operations, and insurance products for individuals, families, and small businesses. Also, an in depth and comprehensive evaluation of insurance products including homeowners, auto, business life, health, disability, and long term care insurance.

In addition, an advanced analysis of the estate planning process, asset titling, transferring of assets, and the estate and gift tax system. Both basic and advanced estate planning strategies and implications are also explored.

The course will assist individuals to understand the insurance and estate planning based on the principles of knowledge topic of the Certified Financial Planners (CFP) Board of Standards

### Student Learning Outcomes

1. Understand the concept of risk management process in insurance industry.
2. Identify the different types of insurance products for individuals, families, and small businesses.
3. Identify the various parts of an auto insurance contract and its coverage.
4. Distinguish between life and health insurance contracts.
5. Understand the concept of estate planning process, the estate and gift tax system, the process of titling and transferring of assets.
6. Analyze both basic and advanced estate planning strategies and the implications.

<b>Grading Criteria</b>	<b><u>Grading will be based on a combination of the following:</u></b>
	<b>Discussion Questions (DQ) = 10%</b> <b>Homework = 30%</b> <b>Exams = 60%</b>

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## COURSE SCHEDULE

Time and Location:( 01/13/24-05/09/25) Online		
Date	Topics Covered	Homework (HW)
Jan 13 – Jan 19	Chapters 1 & 2 (I)	Chps 1 & 2 due Jan 26
Jan 20 – Jan 26	Chapter 3 (I)	Chp 03 due Feb 02
Jan 27 – Feb 02	Chapter 6 & 11 (I)	Chps 6 &11 due Feb 09
Feb 03– Feb 09	Chapter 4 (I)	Chp 04 due Feb 16
Feb 10– Feb 16	Chapter 5 (I)	Chp 05 due Feb 23
Feb 17– Feb 23	Chapter 7 (I)	Chp 07 due Mar 09
Feb 24– Mar 02	Chapter 8 (I)	Chp 08 due Mar 17
Mar 03– Mar 09	Chapters 9 (I)	Chp 10 due Mar 23
Mar 10– Mar 16	<b>Spring Break</b>	
Mar 17– Mar 23	Chapter 1 & 2 (E)	Chps 1 & 2 due Mar 30
Mar 24– Mar 30	Chapter 3-4 (E)	Chps 03 & 04 due Apr 06
Mar 31- Apr 06	Chapter 5-6 (E)	Chps 05 & 06 due Apr 13
Apr 07– Apr 13	Chapter 7 (E)	Chp 07 due Apr 20
Apr 14– Apr 20	Chapter 10 & 12 (E)	Chps 10 & 12 due Apr 27
Apr 21– Apr 27	Chapter 8 (E)	Chp 8 due May 04
Apr 28- May 07	<b>Exam Three Study Period</b>	N/A

**Legend:**

(I) = Insurance Planning textbook  
(E) =Estate Planning Textbook

**The exams cover the following dates and chapters:**

**Exam One (02/17-02/23): (I): 2, 3, 4, 5 6, 11**  
**Exam Two (03/24-03/30): (I) 7, 8, 9 & (E) 1 and 2**  
**Exam Three (04/28-05/07) : (E) 3, 4,5,6, 7, 8, 10 and 12**

Discussion Question (DQ)	Due dates
	Initial post / Participation post
DQ 1	03/06 / 03/09
DQ 2	04/24 / 04/27

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Final grades in this course will be based on the following scale:

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 60%-69%

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## Exams

There will be three exams in this course. Make-up exams will not be administered. In the event of absence from exams, upon documentation of the reason for absence by a medical doctor or TAMUC official, make-up exams will possibly be permitted.

## Discussion Questions

Initial responses are your primary replies to the assigned DQs. Initial responses are due the Thursday of each due date week. (Make sure that you go by the due date chart above). To obtain the maximum number of points, one must post both the initial response and the participation response per the below criteria. **Points cannot be earned by posting solely the participation post.** To obtain maximum points, be sure to address each DQ sub-question comprehensively. It is usually better to include more content than less.

Any initial response posted past Thursday of when the initial post is due will receive a fifteen percent per day (up to a maximum of two days) deduction in overall discussion board question points for the assignment. No credit will be provided for the initial response past Saturday at midnight. Note that points will be deducted if response posts are not substantive or do not address the chapters topic in a comprehensive manner, or if initial posts do not fulfill discussion topic requirements

Again, to receive all weekly discussion board credit, the student must make a substantive initial response and participation reply. This is the area that students struggle the most and fail to capture credit for the posts. Note that in order to produce a substantive reply to another student's post, you may well have to do some research on the same issues of which the other student posted. A good rule of thumb would be at least 4-5 comprehensive sentences per each section of the discussion question. Non-substantive replies are those such as the following examples: (Good job! Great answer/post! , I like the way you explained....etc.), or the post is not detailed enough or is not germane to the week's topic matter.

Generally, a substantive reply post will be germane to the discussion topic and at a minimum be at least a small paragraph (8-10 sentences) in length.

Note that to obtain maximum credit all posts must meet the initial DQ criteria as well as participation criteria stated above. All students are expected to participate in the Discussion Board(s). Posts and replies must be submitted by the stated deadline and written professionally. Please avoid using text or Instant Message style. Posts and replies must be respectful in content and tone.

## TECHNOLOGY REQUIREMENTS

### LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

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LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

## ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

## COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
  - o 512 MB of RAM, 1 GB or more preferred
  - o Broadband connection required courses are heavily video intensive

Video display capable of high-color 16-bit display 1024 x 768 or higher resolution

- You must have a:
  - o Sound card, which is usually integrated into your desktop or laptop computer
  - o Speakers or headphones.
  - o \*For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.
- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning

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management system. The most current version of Java can be downloaded at:  
[JAVA web site http://www.java.com/en/download/manual.jsp](http://www.java.com/en/download/manual.jsp)

Current anti-virus software must be installed and kept up to date.

Running the browser check will ensure your internet browser is supported.

Pop-ups are allowed.

JavaScript is enabled.

Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
  - [Adobe Reader https://get.adobe.com/reader/](https://get.adobe.com/reader/)
  - [Adobe Flash Player \(version 17 or later\) https://get.adobe.com/flashplayer/](https://get.adobe.com/flashplayer/)
  - [Adobe Shockwave Player https://get.adobe.com/shockwave/](https://get.adobe.com/shockwave/)
  - [Apple Quick Time http://www.apple.com/quicktime/download/](http://www.apple.com/quicktime/download/)
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

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## COMMUNICATION AND SUPPORT

### Brightspace Support

**Need Help?**

**Student Support**

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### Technical Support

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### System Maintenance

D2L runs monthly updates during the last week of the month, usually on Wednesday. The system should remain up during this time unless otherwise specified in an announcement. You may experience minimal impacts to performance and/or look and feel of the environment.

### Interaction with Instructor Statement

\*Email is the preferred method of communication.

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## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

### **University Specific Procedures**

#### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: [Netiquette](#)

<http://www.albion.com/netiquette/corerules.html>

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## **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

## **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

## **ADA Statement**

### **Students with Disabilities**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services  
Texas A&M University-Commerce Gee Library- Room 162  
Phone (903) 886-5150 or (903) 886-5835  
Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

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## **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

## **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1

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