

Lynn Page & Associates

We develop people, processes, programmes & learning solutions

Manage personal Finances

Money Sense

Aligned to USID 243189 | Credits 8 | NQF Level 1

Duration: 2 days

Money Sense is designed to effectively empower people to take ownership of their personal finances by:

- Creating a positive and responsible attitude towards money
- Providing practical knowledge as a foundation for informed decision
- Building essential skills to handle money effectively

Expected Outcomes:

Learners will:

- ◆ Feel less helpless and more in control
- ◆ Experience less stress and display a more positive attitude
- ◆ Plan proactively to reach their long- and short-term goals

The organization will experience:

- ◆ Energy previously being spent on financial pressures now being focused on work
- ◆ A decrease in the requests for loans
- ◆ A drop in absenteeism
- ◆ Lower risk of theft and fraud

Course outline:

Module 1: Looking at money

- ◆ The role of money in building a quality life
- ◆ How to know if you control money or it controls you?

Module 2: Making ends meet

- ◆ How a budget can help you gain control over your finances.
- ◆ The steps to effective budgeting and how to draw up your own budget
- ◆ How those close to you can affect your budget and how to get their support
- ◆ How to cut costs in different ways to make sure your budget balances
- ◆ Distinguish between what you want and what you really need

Module 3: Buying wisely

- ◆ Guidelines for buying wisely.
- ◆ Credit: what it is, what it costs you and when and how to use it
- ◆ Buying a house and a car: what to look out for, how much you can afford and evaluating the different financing options with a sharp eye

Module 4: Managing your debt

- ◆ Why debt is such a common problem
- ◆ How to know if you have too much debt: Spot the danger signs
- ◆ The price you are paying for having too much debt
- ◆ What quick fix solutions (micro lenders etc.) really cost you
- ◆ Different constructive ways to deal with existing debt

Module 5: Making your money grow

- ◆ The need to save to meet unexpected emergencies and to ensure that you reach your goals.
- ◆ The price tag of your long and short term goals and working out a strategy to provide for this.
- ◆ Different saving options: Where and how much to save.
- ◆ More on investment (for extended version only).
- ◆ Different ways to legally increase your income.
- ◆ Estate planning.



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