



TQF.3

Bachelor's Degree

Master's Degree

College of Hospitality Industry Management

Course Specification

Course Code: GEN0312

Course Title: Financial Literacy

Credits: 3(3-0-6)

Program: Digital International Business
College of Hospitality Industry Management
Suan Sunandha Rajabhat University
(CHM)

Semester : 1 **Academic Year :** 2021

Section 1 General Information

1. Code and Course Title :

Course Code: GEN0312

Course Title (English): Financial Literacy

2. Credits : 3(3-0-6)

3. Curriculum and Course Category :

3.1 Curriculum: Bachelor of Business Administration, Program in Digital International Business (International Program), Revised in 2020.

3.2 Course Category:

General Education

Major Course

Elective Course

Others

4. Lecturer Responsible for Course and Instructional Course

Lecturer (s) :

4.1 Lecturer Responsible for Course: Ms. Nalin Simasathiansophon

4.2 Instructional Course Lecturer(s): None

5. Contact/Get in Touch

Room Number 401 Tel. 082-7842162 E-mail nalin.si@ssru.ac.th

6. Semester/ Year of Study

6.1 Semester: 1 Year of Study 2021

6.2 Number of the students enrolled: 11 students

7. Pre-requisite Course (If any)

Course Code: None Course Title: None

8. Co-requisite Course (If any)

Course Code: None Course Title: None

9. Learning Location

Building: International College, Nakhon Pathom Campus

Room: Online Class

Date/Time: Monday/13:00 – 16:00 and Tuesday 8:00 – 11:00

10. Last Date for Preparing and Revising this Course:

9th August 2021

Section 2 Aims and Objectives

1. Course Aims

At the end of this course, the student will reach to five domains in the following areas of performance:

3.1 Morals and Ethics

(1) Employ discretion, core value, rational, as well as understand social regulation for living.

(2) Possess discipline, responsibility, honesty, contribution and endurance,

(3) Perform life under the Philosophy of Sufficiency Economy,

(4) Realize and aware of Thainess

3.2 Knowledge

(1) Own rounded knowledge with vision and can access life-long learning,

(2) Know and understand the current changing situation,

(3) Know, understand and realize self-worth, other-worth, society, arts and culture, and nature.

3.3 Cognitive Skills

(1) Gain life-long learning skills for continuous self-development,

(2) Gain holistic thinking skill.

3.4 Interpersonal Skills and Responsibility

(1) Possess volunteer spirit and public awareness,

(2) Be good citizen with benefit to Thai and global societies,

(3) Possess leadership and be able to work with others.

3.5 Numerical Analysis, Communication and Information Technology

Skills

(1) Gain numeric analytical skills,

(2) Capable to use language for communication efficiently,

(3) Capable to apply technology intentionally.

2. Objectives for Developing / Revising Course (content / learning process / assessment / etc.)

According to TQF 5 (Thailand Quality Framework 5: HEd.) for the 2016 academic year, students should develop their abilities as follow:

- (1) To underline the important of financial literacy and its principles
- (2) To assess the financial management that suitable for a present situation
- (3) To interpret financial information and data
- (4) To criticize household debts and its results based on personal perspective
- (5) To apply financial literacy with real life situation

Section 3 Characteristics and Operation

1. Course Outline

Theories relating to the value of money and financial state, principles and methods of study concerning finance and mathematic relevant to financial activities and daily business transaction, suitable financial management in present day; household debts, various acts and contracts on electronic devices or easy application.

2. Time Length per Week (Lecture – hours / Practice – hours / Self Study – hours)

Lecture (hours)	Remedial Class (hours)	Practice/ Field Work/ Internship (hours)	Self-Study (hours)
3 hours	-	6 hours	3+ (if any)

3. Time Length per Week for Individual Academic Consulting and Guidance

(The lecturer responsible for course identifies the information, for example, 1 hour / week)

3.1 Self consulting at the lecturer's office: Room No.: 401

Building: CHM Building (Nakhon Pathom Campus/SSRU)

3.2 Consulting via office telephone/mobile phone: 082-7842162

3.3 Consulting via E-Mail: nalin.si@ssru.ac.th

3.4 Consulting via Social Media (Facebook/Twitter/Line)

Facebook: [Aj Nalin Simasathiansophon](#)

Line ID: [nalin.sima](#)

Official Line ID: [@bba.ssruic](#)

3.5 Consulting via Computer Network (Internet/Web board)

Teacher Website: <http://www.elic.ssru.ac.th/nalin/>

Section 4 Developing Student's Learning Outcomes

1. Morals and Ethics

1.1 Outcomes and Ethics to be developed

- (1) Employ discretion, core value, rational, as well as understand social regulation for living,

- (2) Possess discipline, responsibility, honesty, contribution and endurance,

- (3) Perform life under the Philosophy of Sufficiency Economy,

- (4) Realize and aware of Thinness

1.2 Teaching Strategies

The program considers the main task to teach each subject which involves developing students' ethical and moral learning in practice with the instructor/guest lecturer. The instructor will act as a good role model and try to integrate ethics and morals into topics in order to foster students have disciplinary area. Students' disciplinary area focuses on 'class attendance on time', 'dress code in accordance with the university regulations', and 'demonstrates honesty'. Those of characteristics should be evaluated in every course. The instructor provides a positive and negative reinforcement, such as praising students who are dressed properly, attend the class and submit tasks on time; on the other hand, provides suggestion to eliminate the students' repeated misbehavior.

1.3 Evaluation Strategies

The evaluation focuses on:

- (1) Punctuality, attendance, regularity and dressing,

- (2) Enthusiasm and contribution to classroom activities,

- (3) Extra-curriculum activities participation,

- (4) Assignment responsibility.

2. Knowledge

2.1 Knowledge to be acquired

- (1) Own rounded knowledge with vision and can access life-long learning,
- (2) Know and understand the current changing situation,
- (3) Know, understand and realize self-worth, other-worth, society, arts and culture, and nature.

2.2 Teaching Strategies

A variety of instruction is applied with concentration on the integration of theory and practice, including classroom activities. The teaching material in the form of documents, e-book and electronic files are also distributed and downloadable. In addition, self-learning materials are also available on website. Authentic practices, in particular, the real situation found in workplaces are also focused and in line with the cutting-edge technology and serve the nature of each subject. The guest speakers in certain fields are occasionally invited.

2.3 Evaluation Strategies

- (1) Pre-test and post-test
- (2) Mid-term and final tests

3. Cognitive Skills

3.1 Cognitive Skills to be developed

- (1) Gain life-long learning skills for continuous self-development,
- (2) Gain holistic thinking skill.

3.2 Teaching Strategies

- (1) Presentation based on rational and analytical concept by instructor
- (2) Group presentation and discussion
- (3) Authentic

3.3 Evaluation Strategies

Evaluation based on practice, i.e. testing

4. Interpersonal Skills and Responsibility

4.1 Interpersonal Skills and Responsibility to be developed

- (1) Possess volunteer spirit and public awareness,
- (2) Be good citizen with benefit to Thai and global societies,
- (3) Possess leadership and be able to work with others.

4.2 Teaching Strategies

In teaching, students' activities are required to work in group or team through collaboration with others. Expected learning outcomes of interpersonal

and responsibility skills are being good citizen of global and ability to share responsibility with others.

4.3 Evaluation Strategies

Evaluate students' behaviors and performance in group/team working, and participating in various activities.

5. Numerical Analysis, Communication and Information Technology Skills

5.1 Numerical Analysis, Communication and Information Technology

Skills to be developed

- (1) Gain numeric analytical skills,
- (2) Capable to use language for communication efficiently,
- (3) Capable to apply technology intentionally.

5.2 Teaching Strategies

Provide learning activities in every course to foster students possessing numerical analysis, communication, and information technology skills in General Education Cluster. There are supplementary teaching and learning materials for students to download the documents and files. E-book should be prepared for student to access during teaching and learning in class. In addition, there is E-learning on website that support student's self-learning and be able to use information technology appropriately and communicate with others clearly.

5.3 Evaluation Strategies

Evaluate from presentation techniques by applying theories. Selection tools in information technology or mathematics and statistics related to the capacities to use computer through web browser in testing, opening and downloading supplementary teaching and learning materials both in document and file format. There is E-book for students to study during teaching and learning. In addition, there is self-study in E-learning system on website by using computer, mobile phone or tablet, also midterm and final examination for learning evaluation.

Remark: Symbol ● means 'major responsibility'

Symbol ○ means 'minor responsibility'

No symbol means 'no responsibility'

The above symbols were shown in 'Curriculum Mapping' of TQF 2. (Program Specification)

Section 5 Lesson Plan and Assessment

1. Lesson Plan

Week	Topic/Outline	Hours	Learning Activities and Medias
1	Topic 1 An Overview of Financial Literacy Topic 2 Financial State	2.45	<p><u>Live Instruction (30 mins)</u></p> <ul style="list-style-type: none"> • Learning instruction via VDO conference • Clarification of the class objectives <p><u>Self-Learning (60 mins)</u></p> <ul style="list-style-type: none"> • VDO about the topic • Learning media: lecture note and slides • Activity: Net worth activity and worksheet <p><u>Live Class Summary (60 mins)</u></p> <ul style="list-style-type: none"> • Summary of ‘Net worth activity’ • Q & A • Topics summary • Self-Assessment: Quiz (15 mins)
3	Topic 3 Value of Money Topic 4 Saving, Expenses, and Investing	2.45	<p><u>Live Instruction (30 mins)</u></p> <ul style="list-style-type: none"> • Learning instruction via VDO conference • Clarification of the class objectives <p><u>Self-Learning (60 mins)</u></p> <ul style="list-style-type: none"> • VDO about the topic • Learning media: lecture note, slides, VDO • Activity: Finding your living expenses <p><u>Live Class Summary (60 mins)</u></p> <ul style="list-style-type: none"> • Summary of ‘Finding your living expenses’ • Q & A • Topics summary • Self-Assessment: Quiz (15 mins)
5	Topic 5 Budget Planning	2.45	<p><u>Live Instruction (30 mins)</u></p> <ul style="list-style-type: none"> • Learning instruction via

Week	Topic/Outline	Hours	Learning Activities and Medias
			<p>VDO conference</p> <ul style="list-style-type: none"> • Clarification of the class objectives <p><u>Self-Learning (60 mins)</u></p> <ul style="list-style-type: none"> • VDO about the topic • Learning media: lecture note, slides, VDO • Activity: Vocation planning <p><u>Live Class Summary (60 mins)</u></p> <ul style="list-style-type: none"> • Summary of ‘Vocation planning’ • Q & A • Topics summary • Self-Assessment: Quiz (15 mins)
7	<p>Topic 6 Work & Benefits</p> <ul style="list-style-type: none"> • Pensions & Retirement 	2.45	<p><u>Live Instruction (30 mins)</u></p> <ul style="list-style-type: none"> • Learning instruction via VDO conference • Clarification of the class objectives <p><u>Self-Learning (60 mins)</u></p> <ul style="list-style-type: none"> • VDO about the topic • Learning media: lecture note, slides, VDO • Activity: Salary Slips <p><u>Live Class Summary (60 mins)</u></p> <ul style="list-style-type: none"> • Summary of ‘Salary Slips’ • Q & A • Topics summary • Self-Assessment: - Quiz
9	<p>Topic 7 Household Debts</p> <ul style="list-style-type: none"> • Borrowing • Renting and Mortgaging 	2.45	<p><u>Live Instruction (30 mins)</u></p> <ul style="list-style-type: none"> • Learning instruction via VDO conference • Clarification of the class objectives <p><u>Self-Learning (60 mins)</u></p> <ul style="list-style-type: none"> • VDO about the topic • Learning media: lecture note, slides, VDO • Activity: Attitude test <p><u>Live Class Summary (60 mins)</u></p>

Week	Topic/Outline	Hours	Learning Activities and Medias
			<ul style="list-style-type: none"> • Summary of ‘Attitude test result’ • Q & A • Topics summary • Self-Assessment: Quiz (15 mins)
11	Topic 8 Financial Activities	2.45	<p><u>Live Instruction (30 mins)</u></p> <ul style="list-style-type: none"> • Learning instruction via VDO conference • Clarification of the class objectives <p><u>Self-Learning (60 mins)</u></p> <ul style="list-style-type: none"> • VDO about the topic • Learning media: lecture note, slides, VDO • Activity: Cash flow <p><u>Live Class Summary (60 mins)</u></p> <ul style="list-style-type: none"> • Summary of ‘Cash flow’ • Q & A • Topics summary • Self-Assessment: Quiz (15 mins)
13	Topic 9 Acts and Contracts	2.45	<p><u>Live Instruction (90 mins)</u></p> <ul style="list-style-type: none"> • Guest speaker gives an online lecture via VDO conference • Clarification of the class objectives • Q & A • Topics summary <p><u>Self-Learning (60 mins)</u></p> <ul style="list-style-type: none"> • VDO about the topic • Learning media: lecture note, slides, VDO • Activity: Simple Contract <p><u>Self-Assessment (15 mins)</u></p> <ul style="list-style-type: none"> • Quiz
15	Topic 10 Personal Financial Statement	2.45	<p><u>Live Instruction (30 mins)</u></p> <ul style="list-style-type: none"> • Learning instruction via VDO conference

Week	Topic/Outline	Hours	Learning Activities and Medias
			<ul style="list-style-type: none"> • Clarification of the class objectives <p><u>Self-Learning (60 mins)</u></p> <ul style="list-style-type: none"> • VDO about the topic • Learning media: lecture note, slides, VDO • Activity: Financial Statement <p><u>Live Class Summary (60 mins)</u></p> <ul style="list-style-type: none"> • Summary of ‘Financial Statement Activity’ • Q & A • Topics summary • Self-Assessment: Quiz (15 mins)
17	FINAL EXAMINATION	1.30	<ul style="list-style-type: none"> • Online Test

2. Learning Assessment Plan

Learning Outcome	Assessment Activities	Time Schedule (Week)	Proportion for Assessment (%)
<p>1. Morals and Ethics</p> <p>(1) The ability to deliver or to complete a required task at or the appointed time,</p> <p>(2) The ability to do the right thing according to morals and traditional values, beliefs and principles they claim to hold,</p> <p>(3) The ability to make business decisions according to moral concepts and judgments.</p>	<p>(1) Attendance criteria</p> <p>(2) Observation</p> <p>(3) Open-end questions</p>	Throughout semester	S/U
<p>2. Knowledge</p> <p>(1) The ability to understand business theories and solve case studies,</p> <p>(2) The ability to analyze and solve real practical problems and issues,</p>	Final examination	Week 17	30%

Learning Outcome	Assessment Activities	Time Schedule (Week)	Proportion for Assessment (%)
(3) The ability to apply business knowledge integrated with other disciplines.			
3. Cognitive Skills (1) The ability to gather and summarize information, and conduct research, (2) Self-studying and sharing information with others, (3) The ability to find original solution and their own method.	(1) Peer review (2) Group discussion	Throughout Semester	20%
4. Interpersonal Skills and Responsibility (1) The ability to have two responsibilities; they learn for themselves and help group member to learn, (2) The ability to use adequate method for interpersonal communication and discussion, (3) The ability to create some business ideas and to have leadership skills.	Cooperative learning	Throughout semester	20%
5. Numerical Analysis, Communication and Information Technology Skills (1) The ability to use basic ICT skills and apply them to daily life, (2) The ability to use statistics data to solve business problems, (3) The ability to use business statistic methods in market analysis.	Individual Project	Week 15	30%

Section 6 Learning and Teaching Resources

1. Textbook and Main Documents

จักรพงษ์ เมษพันธุ์, ศักดา สรรพปัญญาวงศ์ และณอม เกตุอม. (2559). คนไทยฉลาดการเงิน – Money Literacy. กรุงเทพฯ: ซีเอ็ดยูเคชั่น จำกัด (มหาชน).

OECD. (2013). *PISA 2012 assessment and analytical framework*. Retrieved August 8, from OECD: <http://www.oecd.org/finance/financial-education/PISA2012FrameworkLiteracy.pdf>

2. Important Documents for Extra Study

Government Pension Fund. (2018). Financial literacy. Retrieved August 9, from GPF Journal, August 2018: https://www.alro.go.th/alro_th/download/article/article_20180905084819.pdf

The Money advice service. (2019). *Money advice service*. Retrieved August 8, 2019, from The Money Advice Service 120 Holborn, London EC1N 2TD: <https://www.moneyadviceservice.org.uk/en>

3. Suggestion Information (Printing Materials/Website/CD/Others)

Akaraborwornkiet, P. (2018). Financial literacy and Thai household over-indebtedness. *College of Asian Scholars Journal*. Vol. 8, pp. 62-70.

Section 7 Course Evaluation and Revising

1. Strategies for Course Evaluation by Students

1.1 Using survey questions to collect information from the students' opinions to improve the course and enhance the curriculum. The topics include:

- (1) Content objectives
- (2) The instructional materials
- (3) Learning methods and assessment
- (4) Advisory method

1.2 Observing students' behavior in classroom.

1.3 Interviewing students during classroom.

2. Strategies for Course Evaluation by Lecturer

2.1 Lecturer observes the class and discusses the results as follow:

- (1) The lecturer is well prepared for class sessions.
- (2) The lecturer answers questions carefully and completely.
- (3) The lecturer uses examples to make the materials easy to understand.
- (4) The lecturer stimulated interest in the course.
- (5) The lecturer made the course material interesting.
- (6) The lecturer is knowledgeable about the topics presented in this course.
- (7) The lecturer treats students respectfully.
- (8) The lecturer is fair in dealing with students.
- (9) The lecturer makes students feel comfortable about asking question.
- (10) Course assignments are interesting and stimulating.
- (11) The lecturer's use of technology enhanced learning in the classroom.

2.2 The Dean or head of program construct assessment items to evaluate four dimensions of lecturer's competencies: teaching skills, organization and presentation of materials, management of the learning environment, and teaching attitudes.

3. Teaching Revision

Lecturer revises teaching / learning process based on the results from the students' survey question, observation, interview, and classroom research.

4. Feedback for Achievement Standards

The evaluation is conducted by the Administrator Committee in order to assess process and grading.

5. Methodology and Planning for Course Review and Improvement

- 5.1 Revise and develop course structure and learning process every year.
- 5.2 Seek advisory from expertise in order to enhance content and make it up-to-date with the changing environment.