Writing Assignments

There are two writing assignments for this class. Each requires attendance at a Financial Fitness Workshop from 12:00-1:00PM in AD121. The due dates of your two writing assignments are shown on the Schedule and Assignments for this course. Your specific Workshop sessions will be assigned in class from among the following topics and dates:

- Taxes – February 2
- Paychecks – February 9
- Savings – February 23
- Budget – March 2

For each writing assignment, write a reaction paper to the presentation using the following parameters:

1. Summarize the main points of the presentation. Be brief and to the point. Give some thought to this; do not just regurgitate the words of the speaker. Two or three paragraphs should suffice. If you must use more do so, but try to remember that in business writing, as in many other communications, if you don't get the attention of your audience quickly, all is lost.

2. Give your reaction and recommendations. This is your opinion. Use whatever documentation you need to support your arguments, both from the presentation and from your own experiences. Don't be shy and don't try to be "politically correct." I want to know what you think. For purposes of this assignment, the way you express your opinion is more important than the position you take. Try to do this part using no more words than you did in the summary.

3. Discuss two or three action plans that you plan to implement that will help improve your financial health.