



# **FINC20031 *Ethical Financial Planning Practice***

## **Term 2 - 2019**

Profile information current as at 19/05/2024 06:09 am

All details in this unit profile for FINC20031 have been officially approved by CQUniversity and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

## General Information

### Overview

In this unit you will explore advanced aspects of ethics in professional practice with a focus on Financial Planning Practice. As someone already familiar with the practical ethical directives that define professional practice, you will have the opportunity to investigate the principles behind them, the dynamics of ethical debate and its relationship to broader cultural issues. In this way the ethical content encountered in previous studies, or in professional practice itself, will be located within its broader historical and cultural perspective to assist you in appreciating more fully the central importance of ethical practice in professional life.

### Details

Career Level: *Postgraduate*

Unit Level: *Level 8*

Credit Points: 6

Student Contribution Band: 10

Fraction of Full-Time Student Load: 0.125

### Pre-requisites or Co-requisites

There are no requisites for this unit.

Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the [Assessment Policy and Procedure \(Higher Education Coursework\)](#).

### Offerings For Term 2 - 2019

- Online

### Attendance Requirements

All on-campus students are expected to attend scheduled classes – in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

### Website

[This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.](#)

## Class and Assessment Overview

### Recommended Student Time Commitment

Each 6-credit Postgraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

### Class Timetable

#### [Regional Campuses](#)

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

#### [Metropolitan Campuses](#)

Adelaide, Brisbane, Melbourne, Perth, Sydney

### Assessment Overview

#### 1. **Project (research)**

Weighting: 50%

#### 2. **Report**

Weighting: 50%

### Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the [University's Grades and Results Policy](#) for more details of interim results and final grades.

## CQUniversity Policies

**All University policies are available on the [CQUniversity Policy site](#).**

You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the [CQUniversity Policy site](#).

## Unit Learning Outcomes

**On successful completion of this unit, you will be able to:**

1. Critically articulate the major systems of ethics and their applications in professional practice
2. Articulate ethical arguments using various frameworks for solving ethical dilemmas
3. Develop persuasive solutions to emerging ethical problems using a stakeholder orientation.

This unit has been designed to conform to the requirements of the Financial Planning Education Council, the guidelines formulated by FASEA Standards Authority and the mandated higher education standards stated in the Corporations Amendment (Professional Standards of Financial Advisers) Act.

## Alignment of Learning Outcomes, Assessment and Graduate Attributes

 N/A Level	 Introductory Level	 Intermediate Level	 Graduate Level	 Professional Level	 Advanced Level
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### Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes		
	1	2	3
1 - Project (research) - 50%	•		•
2 - Report - 50%	•	•	•

### Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes		
	1	2	3
1 - Knowledge			
2 - Communication			
3 - Cognitive, technical and creative skills			
4 - Research			
5 - Self-management			
6 - Ethical and Professional Responsibility			
7 - Leadership			
8 - Aboriginal and Torres Strait Islander Cultures			

### Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes							
	1	2	3	4	5	6	7	8
1 - Project (research) - 50%								
2 - Report - 50%								

## Textbooks and Resources

### Textbooks

There are no required textbooks.

### IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- EndNote (bibliographical software). EndNote bibliographic software to format your references is NOT mandatory. This software is available to both on-campus and flex students and is available for Windows and Mac users. Consult ITD for instructions on how to download this software. You are encouraged to trial this software early as I will be providing tips on its use and links to instructions each week. It is easy to use and very helpful. See <https://my.cqu.edu.au/group/it-services/endnote> to access the software

## Referencing Style

All submissions for this unit must use the referencing style: [American Psychological Association 6th Edition \(APA 6th edition\)](#)

For further information, see the Assessment Tasks.

## Teaching Contacts

**Garrick Small** Unit Coordinator  
[g.small@cqu.edu.au](mailto:g.small@cqu.edu.au)

## Schedule

### Understanding Human Action - 15 Jul 2019

Module/Topic	Chapter	Events and Submissions/Topic
Ethics theory and practice	Refer to reading list in Moodle.	

### Ethical frameworks - 22 Jul 2019

Module/Topic	Chapter	Events and Submissions/Topic
	Refer to reading list in Moodle.	

### Systematic Moral Thought - 29 Jul 2019

Module/Topic	Chapter	Events and Submissions/Topic
	Refer to reading list in Moodle.	

### Professionalism & FASEA code - 05 Aug 2019

Module/Topic	Chapter	Events and Submissions/Topic
	Refer to reading list in Moodle.	

### Professional and reflective practices - 12 Aug 2019

Module/Topic	Chapter	Events and Submissions/Topic
Ethical, professional and reflective practices	Refer to reading list in Moodle.	

### Vacation Week - 19 Aug 2019

Module/Topic	Chapter	Events and Submissions/Topic
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**Due diligence, best interest and fiduciary duty - 26 Aug 2019**

Module/Topic	Chapter	Events and Submissions/Topic
Due diligence, best interest and fiduciary duty	Refer to reading list in Moodle.	<b>Assessment One: Ethical Systems</b> Due: Week 6 Monday (26 Aug 2019) 5:00 pm AEST

**Ethics & Client Communication - 02 Sep 2019**

Module/Topic	Chapter	Events and Submissions/Topic
Financial advice and client communication skills	Refer to reading list in Moodle.	

**Ethical Investments - 09 Sep 2019**

Module/Topic	Chapter	Events and Submissions/Topic
Ethical Investments	Refer to reading list in Moodle.	

**Ethics and disclosure - 16 Sep 2019**

Module/Topic	Chapter	Events and Submissions/Topic
	Refer to reading list in Moodle.	

**Disclosure, integrity and the SMSF - 23 Sep 2019**

Module/Topic	Chapter	Events and Submissions/Topic
	Refer to reading list in Moodle.	

**Difficult client conversations - 30 Sep 2019**

Module/Topic	Chapter	Events and Submissions/Topic
	Refer to reading list in Moodle.	

**Contemporary issues - 07 Oct 2019**

Module/Topic	Chapter	Events and Submissions/Topic
	Refer to reading list in Moodle.	Due: Week 12 Friday (11 Oct 2019) 11:59 pm AEST

**Review/Exam Week - 14 Oct 2019**

Module/Topic	Chapter	Events and Submissions/Topic
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**Exam Week - 21 Oct 2019**

Module/Topic	Chapter	Events and Submissions/Topic
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## Assessment Tasks

### 1 Assessment One: Ethical Systems

**Assessment Type**

Project (research)

**Task Description**

This assessment is in the form of a 2,000-2,500 word essay with a focus on critical understanding and application of the various moral systems and their relationship to society with a focus on Financial Planning applications. The topic details will be available on the Moodle site.

**Assessment Due Date**

Week 6 Monday (26 Aug 2019) 5:00 pm AEST

Be sure to add the marking panel at the end of your submission.

**Return Date to Students**

Week 8 Monday (9 Sept 2019)

**Weighting**

50%

**Assessment Criteria**

Presentation & Citation Style  
Grammar & Spelling  
Use of sources  
Structure & Argument  
Breadth of argument  
Insightfulness

**Referencing Style**

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)

**Submission**

Online

**Learning Outcomes Assessed**

- Critically articulate the major systems of ethics and their applications in professional practice
- Develop persuasive solutions to emerging ethical problems using a stakeholder orientation.

**Graduate Attributes**

- Knowledge
- Communication
- Research
- Self-management
- Ethical and Professional Responsibility

## No Assessment Title

**Assessment Type**

Report

**Task Description**

This assessment will consist of a 2,000-2,500 word essay examining in detail the ethical dimensions of an actual situation encountered within Financial Planning practice.  
The topic details will be available on the Moodle site.

**Assessment Due Date**

Week 12 Friday (11 Oct 2019) 11:59 pm AEST  
Be sure to add the marking panel at the end of your submission.

**Return Date to Students**

Exam Week Friday (25 Oct 2019)

**Weighting**

50%

**Assessment Criteria**

Presentation & Citation Style  
Grammar & Spelling  
Use of sources  
Structure & Argument  
Breadth of argument  
Insightfulness

**Referencing Style**

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)

**Submission**

Online

**Learning Outcomes Assessed**

- Critically articulate the major systems of ethics and their applications in professional practice
- Articulate ethical arguments using various frameworks for solving ethical dilemmas
- Develop persuasive solutions to emerging ethical problems using a stakeholder orientation.

## Graduate Attributes

- Cognitive, technical and creative skills
- Self-management
- Ethical and Professional Responsibility
- Leadership

## Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the [Student Academic Integrity Policy and Procedure](#). This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

### What is a breach of academic integrity?

A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

### Why is academic integrity important?

A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

### Where can I get assistance?

For academic advice and guidance, the [Academic Learning Centre \(ALC\)](#) can support you in becoming confident in completing assessments with integrity and of high standard.

### What can you do to act with integrity?

**Be Honest**

If your assessment task is done by someone else, it would be dishonest of you to claim it as your own

**Seek Help**

If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)

**Produce Original Work**

Originality comes from your ability to read widely, think critically, and apply your gained knowledge to address a question or problem