

# Project 12

# The Importance of Saving

## Identifying Savings Plan Strategies

Life can present a variety of situations that require spending large sums of money, such as buying a car or repairing a broken cell phone. Planning ahead for major purchases and unexpected expenses requires having a consistent savings plan. Setting up automatic payments from your checking account to a savings account is one strategy to begin a lifelong habit of saving your money. In addition, starting early and making your money grow over time will ensure that you have a safety net for life's unpredictable events. Savings, as part of your budget, should be a first priority.

### Project Task

Using *Powerpoint* you will use text, images, and a video to teach students how to build a successful savings plan.

### Scenario

Students in the Workforce Experience program at your school learn a variety of real life skills by working part-time jobs in the community. Since students will be earning their first paychecks, the teacher has asked you to create a slide show presentation that teaches the importance of saving money and includes strategies for building a successful savings plan.

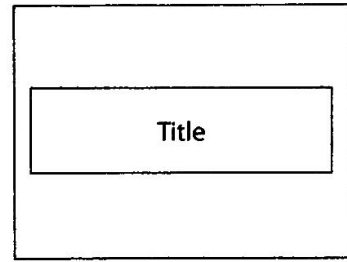
### Instruction

**Important Note:** Throughout this project, the theme, transitions, animations, backgrounds, graphic images, and fonts will be for you to decide. However, you should refer to the slide layouts provided for visual guidance.

1. Open the Financial Literacy folder and create a new *Powerpoint* presentation.
2. Rename the presentation **Project 12 Building a Savings Plan.**

3. On **slide 1**, do the following:

- a. In the title box, key the following text:  
 Building a Savings Plan
- b. Insert a background image that best illustrates the text being presented on the slide.



Slide Layout

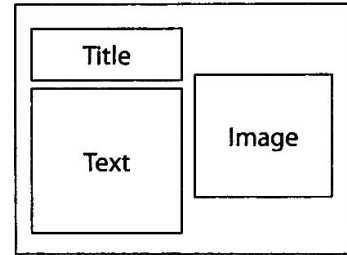
4. On **slide 2**, do the following:

- a. In the title box, key the following text:  
 The Importance of Saving Money
- b. In the text box, key the following text with a bulleted list as shown:

Once you land your first job and begin earning money, you will want to build a savings plan that will help you set aside money from each paycheck. Putting money into a savings account now will:

- Provide financial security during an unexpected event or emergency
- Help you plan for future expenses
- Help you maintain financial security throughout your life

- c. Insert a graphic image that best illustrates the text being presented on the slide. Resize the image so that it is in proportion with the other elements on the slide.

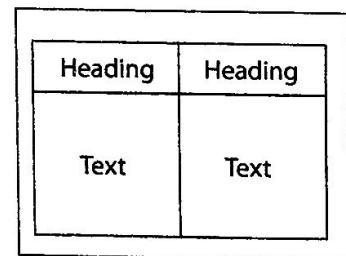


Slide Layout

5. On **slide 3**, do the following:

- a. Insert a 2 column by 2 row table with the following text:

Short-term Savings	Long-term Savings
Savings for emergencies in life, such as car repairs, is known as short-term savings. You should keep an emergency fund of at least 3-6 months of expenses in case of a job loss or medical issue that prevents you from working.	Long-term savings is money you put away for major expenses in the future, such as paying for college. Long-term saving requires a consistent habit of paying your savings first, then spending what is left.



Slide Layout

6. On **slide 4**, use the slide layout as shown in **slide 2** and do the following:

- a. In the title box, key the following text:

Pay Yourself First

- b. In the text box, key the following text:

When you create a budget, it is important to get into the habit of paying yourself first. **Pay Yourself First**, or **PYF**, means to pay into your savings first, and then learn to live on the remainder of your take-home pay. The first outflow of cash should be to your savings.

*Hint: Be sure to bold the text as shown.*

- c. Insert a short video to educate the audience about paying yourself first.

7. On **slide 5**, do the following:

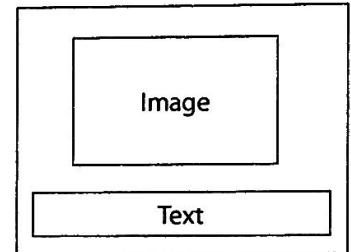
- a. In the caption box, key the following text:

“Do not save what is left after spending, but spend what is left after saving.”

*Warren Buffett*

*Hint: Be sure to italicize the text as shown.*

- b. Insert a graphic image that best illustrates the text being presented on the slide. Resize the image so that it is in proportion with the other elements on the slide.



Slide Layout

8. On **slide 6**, do the following:

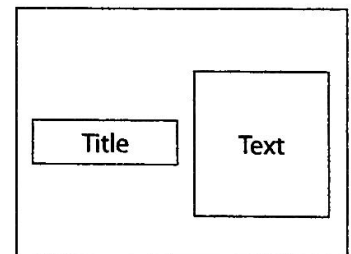
- a. In the title box, key the following text:

A Successful Savings Plan

- b. In the text box, key the following text with a numbered list as shown:

There are three strategies to consider when building a successful savings plan:

1. Make it automatic
2. Start early
3. Make your money grow



Slide Layout

9. On **slide 7**, use the slide layout as shown in **slide 6** and do the following:

- a. In the title box, key the following text:

Make It Automatic

- b. In the text box, key the following text:

Have the amount taken directly out of your pay, or have your bank set up an automatic transfer from your checking account to a special account.

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10. On **slide 8**, use the slide layout as shown in **slide 6** and do the following:

- a. In the title box, key the following text:

Start Early

- b. In the text box, key the following text:

Don't worry about the amount of your regular savings payment. As you begin to make more money, you can increase your savings. In order to build a consistent savings habit, you must have a long-term mindset and self-discipline to stick to your financial plan.

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11. On **slide 9**, use the slide layout as shown in **slide 6** and do the following:

- a. In the title box, key the following text:

Make Your Money Grow

- b. In the text box, key the following text:

The amount you save or invest is known as **principal**. The principal earns money, or increases in value, over time at an annual percentage rate. The amount earned on the principal is called **interest**.

*Hint: Be sure to bold the text as shown.*

Unit 3

Project 12 • The Importance of Saving

12. On **slide 10**, use the slide layout as shown in **slide 6** and do the following:

- a. In the title box, key the following text:

Make Your Money Grow

- b. In the text box, key the following text:

The sooner you begin saving, the more time your money has to grow. This is because the interest has **compounded**, or interest has been earned on the **original principal** plus on the **accumulated interest**.

*Hint: Be sure to bold the text as shown.*

13. On **slide 11**, do the following:

- a. In the title box, key the following text:

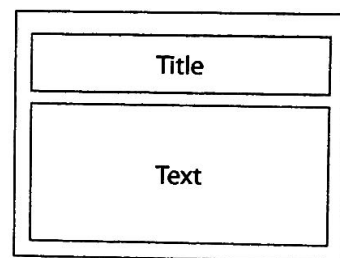
Savings Account Websites & Apps

- b. In the text box, key the following text:

Rize

After each paycheck, Rize moves money from your checking account to your Rize account and applies it to your savings goals. Update your savings amount and goals at any time, and easily withdraw your money when you need it.

[www.rizesaving.com](http://www.rizesaving.com)



Slide Layout

14. On **slide 12**, use the slide layout as shown in **slide 11** and do the following:

- a. In the title box, key the following text:

Savings Account Websites & Apps

- b. In the text box, key the following text:

Qapital

Qapital lets you set up various “rules” to automate savings. For example, you can set up the app so that every time you use your debit or credit card, Qapital rounds the spare change up to the nearest dollar and moves the amount into a Qapital account.

[www.qapital.com](http://www.qapital.com)

15. On **slide 13**, use the slide layout as shown in **slide 11** and do the following:

- a. In the title box, key the following text:

Savings Account Websites & Apps

- b. In the text box, key the following text:

Simple

Simple is online banking with built-in tools to easily budget and save. Create a goal for anything, big or small, then every day, your account automatically sets aside what you need to save.

[www.simple.com](http://www.simple.com)

*Hint: Format each URL address in slides 11, 12, and 13 as a hyperlink, then open the link to confirm it navigates to the desired website.*

16. Apply transitions and animations that will help enhance the presentation.

17. Add additional text, images, shapes, and/or design elements that will help enhance the content and appearance of the presentation.

18. Format the size, style, and placement of the text and images so that each slide projects a professional appearance.

19. Preview the presentation and carefully proofread your work for accuracy.

20. Share or print the presentation if required by your instructor.