Unit 3 Assignment: Balance Sheet 3.1– Income/Expense Statement 3.2– Spending Log 1.3

To keep your finances in order, it is important to know where you are now and where you want to be in the future. Setting goals and creating a budget is necessary for you to keep control of your finances.

Review the **Financial Plan Workbook tutorial** for instructions on how to use the Financial Plan Workbook.

For this portion of the financial plan you will complete the following in the AB104 Financial Plan Workbook. Detailed directions are provided in the AB104 Financial Plan Workbook Excel file.

- 1.3 Daily Spending Log and Summary
- 3.1 Balance Sheet
- 3.2 Income and Expense Statement
- 7.1 Stock Tracker

Review the **Final Project Timeline**, and the Rubric and Privacy Statement below before starting this Assignment.

Directions for Submitting Your Assignment:

When you are ready to submit the Assignment, after you have saved the master file, save an additional copy as Username-AB104 Financial Plan Workbook-Unit#.xlsx (Example: TAllen- AB104 Financial Plan Workbook Unit 3.xlsx). Submit the file to the Unit 3: Assignment Dropbox by the end of Unit 3.

AB104 Unit 3 Assignment: Spending Log 1.3- Balance Sheet 3.1– Income/Expense Statement 3.2		
Content (32 points)	**Points Possible**	**Points Earned**
All sections of the balance sheet 3.1 completed • Assets entered • Liabilities entered • Net Worth computed	10	
All sections of the income/expense statement 3.2 completed • Income • Expenses • Calculation of surplus or deficit	10	

Daily spending log for week three 1.3 • Expenses entered for each day • Explanation provided for expenses • Summary completed	12	
Total	**32**	

AB104: Privacy Statement

One purpose of this course is to enable you to create your own personal financial plan. Any and all information you submit will be kept in the strictest confidence. The information will not be used for anything but grading purposes and no files with your personal information will be kept. If you are not comfortable using your current personal financial information, you can use projections of how you want your finances to look after graduation or use a multiplier to adjust the numbers.