SecureFutures

Money Sense

Check It Out

Volunteer Instructor Notes

KEY	
********	**Slide Separators** To help you know which bullet points are for which slides
	Facilitation Tips Use these tips to help guide the lessons and deliver the activities
	Workbook Activities & Resources All activities and resources are located in the student workbooks
	Important Notes Review these before presenting in a classroom

Technology: Educators should have the Prezi loaded and projected on a screen when you arrive at the classroom. If they don't, you can access the links in your Confirmation Email or through the Resource Library.

Videos: Test the videos and the speakers before you begin your presentation. If they don't load quickly or if the speakers don't work, skip the videos. If you feel like you may not have enough time to cover the whole lesson, skip the videos. If you feel like they aren't a good fit for the students or your presentation style, skip the videos! All of the content in the videos is covered in the slides.

Name Tents and Surveys: If you do not have these items in your packet, then you do not need them. Sometimes we choose not to include them due to a variety of factors. If they are in your packet, consider handing them out to the students as they walk in the room. This may save you a little time.

Cell phones in the Classroom: Cell phones in the classroom can be a distraction, but they are common. Each school and organization has a different policy and we must respect their rules. Unfortunately, we cannot require students to put away their phones if that isn't the organizational policy. Discuss this with the educator before presenting and request that they manage students' usage according to their policy.

Updated 9.01.22

Use the guidelines below to help you time out your presentation. These times are also listed with each section on the following pages.

Check It Out - FULL LESSON	Minutes	Page
Introduce yourself, set ground rules, lesson opening and objectives	4	3-4
FDIC & NCUA	3	5-6
Choosing a financial institution ***important activity***	4	7-8
Choosing a financial institution – fees, overdraft protection	6	9-10
Opening an account	2	11-12
Check cashing stores	5	13-16
Managing your money electronically	5	17-20
Debit cards and checks	3	21-22
Key aspects of a check & routing and account numbers ***important activity***	7	23-24
Person-to-person payment apps **(Pt 2 begins here)**	4	25-26
Prepaid cards and credit cards	5	27-30
Buy now, pay later ***important activity***	7	31-32
Monitoring your account	5	33-34
ChexSystems	3	35-36
Identity theft	3	37-38
Avoiding identity theft	4	39-40
Phishing scams & online safety ***important activity***	7	41-42
Go Do It Now checklist (student evaluations if applicable)	3	43-44
	80	

Check It Out - CONDENSED LESSON	Minutes	Page
Introduce yourself, set ground rules, lesson opening and objectives	4	3-4
FDIC & NCUA **(SKIP VIDEO)**	2	5-6
Choosing a financial institution ***important activity***	4	7-8
Choosing a financial institution – fees, overdraft protection	6	9-10
Opening an account	2	11-12
Check cashing stores	3	13-16
Manage your money electronically	3	17-20
Debit cards and checks	3	21-22
Key aspects of a check & routing and account numbers ***important activity (condensed)***	4	23-24
Person-to-person payment apps	4	25-26
Prepaid cards and credit cards	5	27-30
Buy now, pay later ***important activity (condensed)*** **(SKIP VIDEO)**	2	31-32
Monitoring your account	5	33-34
~~ChexSystems~~		
Identity theft **(SKIP VIDEO)**	3	37-38
Avoiding identity theft	4	39-40
Phishing scams & online safety ***important activity (condensed)***	3	41-42
Go Do It Now checklist (student evaluations if applicable)	3	43-44
	60	

SecureFutures

This presentation is based on part of FDIC MoneySmart and NextGen Personal Finance

What we'll accomplish...

In this lesson, you'll:

- Learn how to research & pick a good bank or credit union.
- Learn about mobile banking and features of mobile banking apps.
- Figure out how to open an account & how to manage it responsibly to avoid extra fees.
- Discover how check-cashing stores actually cost you more money than having a bank or credit union account.
- Recognize the ways your identity could be stolen & learn how to protect it and avoid scams.

Introduce Yourself — 2 min

Pass out the name tents and have the students clearly write their names on them. Do your best to call students by their names throughout the lesson.

- Introduce yourself in a welcoming manner and make students feel comfortable.
  - Who are you? What do you do?
  - Why do you volunteer for SecureFutures?
- What is SecureFutures? An organization that…
  - delivers financial education to high school students.
  - provides teens with the financial education and tools needed to form good financial habits that get them ready to live independently.
- Explain why financial education is important and that you will be teaching a financial education lesson to them.

Set Ground Rules — 1 min

Share these, or your own, expectations for student behavior:

- Participate: ask and answer questions. Be curious!
- Listen when others are talking. Don't interrupt.
- Raise your hand if you have a question or comment.

Ask the students if they have any other ground rules they would recommend.
Discuss how to earn participation incentives (if you're offering one). Ex: raffle, candy, money.

Discussion: Lesson Opening & Objectives — 1 min

TRANSITION: Let's see what we are going to cover in this lesson . . .

- **ASK:** Do you or your families use a bank or credit union?
- **ASK:** Who has a checking account? A savings account?
- **ASK:** Why did you open an account? How do you use it?
- Review the lesson objectives on the slide.

Stories, Examples & Notes

Share: A story about your first bank or credit union account.

Transition: Let's get started by talking about the benefits of using a bank or credit union.

Is your money safe at a Bank or Credit Union?

Both FDIC and NCUA are fully backed by the U.S. Government and both provide protection up to $250,000 per account holder per institution!

Each depositor insured to at least $250,000
Backed by the full faith and credit of the United States government
FDIC
Federal Deposit Insurance Corporation

Your savings federally insured to at least $250,000 and backed by the full faith and credit of the United States Government
NCUA
National Credit Union Administration, a U.S. Government Agency

No depositor has ever lost a penny of insured deposits since the FDIC and NCUA were created in 1933.

Discussion: FDIC & NCUA — 3 min

- **ASK:** Is your money safe at a bank or credit union?
- **ASK:** Does anyone recall seeing a sign at a bank or credit union promoting FDIC or NCUA insurance safety?

Play Video (OPTIONAL) – 31 sec

- This video gives a brief overview of the safety of using banks and/or credit unions.

If the video doesn't work or you want to save time, it's okay to skip it. The concept is covered in the next slide.

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- Stress the safety banks and credit unions provide for your money.
- Share that you trust banks and credit unions to keep your money safe.

Keep in mind some students and their families may not use a financial institution and may not trust that their money is safe in one. Some communities have been discriminated against or have been underserved by financial institutions for generations and that can be difficult to overcome.

Be careful not to shame students who may have trust issues with banks or credit unions or make them feel judged for their beliefs.

Stories, Examples & Notes

Share: How you use your accounts at a bank or credit union to control your money.

Transition: Let's talk about how to choose a financial institution…

Choosing a Bank or Credit Union

What should you keep in mind when choosing a financial institution?

Features to consider when choosing a bank or credit union

BankOn Greater Milwaukee

Check out www.bankonmilwaukee.org for resurces to help in choosing safe and affordable accounts!

Features

- Easily able to view checking & savings account balances
- Ease of viewing any associated account fees
- Budgeting and/or goalsetting tools available
- Interest Rates - Shop around to compare rates!
  - Online banks usually have the highest % rates
- Ability to link external accounts (investing, peer2peer, etc.)

Accessibility & Location

- Physical buildings
  - Does face-to-face service matter to you?
  - How geographically close are the banks to you?
- ATM Locations - available only locally, or is the network all over?
- Free & Easy Online Banking
- iOS/Android mobile banking - how easy is the app to use?
- Customer Service - Chat box or 24/7 help desk available?
- Make sure your bank is FDIC or NCUA insured!

Services

- Low balance text alerts or push notifications
- Linking savings & checking accounts, automatic transfers
- Opt OUT of overdraft services & protection, to avoid fees
  - If you don't have the money in your account, then you can't make the purchase!
- Loan services - do they offer Auto or Business loans?
- Fraud protection policies

Activity: Choosing a Financial Institution (PG 2) 5 min

Introduce the items you will discuss when choosing a bank or credit union. (Accessibility & Location, General Features, and Services.)

- Each item will have its own slide.

Read the bullet points in each section. Add details if needed. Have the students refer to the chart in the student workbook on page 2. Tell them to circle the most important items they will look for when choosing a financial institution.

- Ask if anyone would like to share an item they picked and why.
- More resources for choosing an account can be found at bankonmilwaukee.org.

- **ASK:** Do you have any questions about these features and what to look for?

Summarize:

- Everyone should have a savings account, even young kids & teens!
- If you have a job, or other regular income, it is important to open a checking account, too.
- When choosing a financial institution, it's important to "shop around" and research your options. You can do most of your research online.
- Check out BankOn Greater Milwaukee's website to find accounts that have been certified as safe and affordable, with low or no fees. There are a lot of options and some allow you to open your account without a parent or guardian if you are under 18. These accounts are great starting points for young adults!
- Banking is increasingly being done online and on mobile apps. **We will discuss this more later in the lesson.**

Stories, Examples & Notes

Share: Personal stories and examples of how you or someone you know uses a bank or credit union effectively.

Transition: Let's talk about fees associated with bank accounts…

Fees to consider when choosing a bank or credit union

A bit more on overdraft protection...

Banks and credit unions offer services where if you write a check or use your debit card to spend more than you have in your account (called an overdraft), they will still allow you to make your purchase.

Sounds good, right? *Not so fast...*

Opting in	Opting out
• You are authorizing your financial institution to **LOAN** you money or transfer money from one of your other accounts **FOR A FEE**, so that you can make a purchase when you don't have enough money.	• If you don't have enough money in your account, your transaction will be declined.
• You will be charged separately for every overdraft you make.	• This may be embarrassing, but it will save you from paying extra fees.
Recently, some banks are not charging overdraft fees! Something to look for when choosing a financial institution	• This does not protect you from fees if you write a check and don't have enough money to cover it.

Fees can add up quickly if you're not careful!

*You paid **$110** for items that should have only cost **$30**!*

Opting out of overdraft protection would have prevented this. ←

Overdraft Protection Example

Minimum Daily Balance Requirement = $75
Fee if you fall below $75 = $10
Overdraft Fee = $35/transaction

Date	Type	Description	Amount	Account Balance
10/1/18	Starting Balance			$75.00
10/1/18	Direct Deposit	Pay Day!	$100.00	$175.00
10/2/18	ATM Withdrawal	Spending money	-$40.00	$135.00
10/7/18	Debit Card Purchase	Denny's + tip	-$17.00	$118.00
10/10/18	Online Purchase	Concert tickets	-$94.00	$24.00
10/10/18	Debit Card Purchase	Office Max	-$25.00	-$1.00
10/10/18	**Bank Fee**	**Overdraft Fee**	**-$35.00**	**-$36.00**
10/10/18	Debit Card Purchase	Ian's Pizza	-$5.00	-$41.00
10/10/18	**Bank Fee**	**Overdraft Fee**	**-$35.00**	**-$76.00**
10/11/18	**Bank Fee**	**Min. Balance Fee**	**-$10.00**	**-$86.00**

Discussion: Choosing a Financial Institution - Fees 3 min

Explain each of the fees one could encounter (two slides).

- **ASK:** For those of you who have a bank account, have you ever dealt with any fees? What kind of fees?
- **ASK:** Are there ways you can avoid these fees?

Summarize:

- Many banks and credit unions have "student accounts." These usually don't charge fees as long as you manage your account responsibly.
- Look for accounts with low minimum balance requirements and no monthly fee. BankOn Greater Milwaukee is a perfect resource for this!
- Use ATMs responsibly. Check with your bank or credit union to find out which ATMs you can use without being charged a fee.

Discussion: Overdraft Protection 3 min

- **ASK:** What is Overdraft Protection?
- **ASK:** For those of you who have a debit card, did you opt in or out for overdraft service and protection when you first opened your checking account?
- **ASK:** What does it mean to opt in or opt out?

After getting responses, reveal the details for the two options.

- Opting in to overdraft service means that you will be charged a fee if you make a purchase, but do not have sufficient funds to cover it. The transaction will go through, your account will go negative, and the fee will be charged. The fee is often $35 for each transaction that overdrafts, even if the transactions are made on the same day.
- Opting in to overdraft protection means you link your checking and savings accounts and trigger an automatic transfer into your checking account if you do overdraw. There may be fees for overdraft protection, but they are often less expensive than an overdraft charge.
- We strongly recommend **"opting out"** of both so you can't make a purchase if you have insufficient funds and you aren't charged any sort of overdraft fees. Your account should generally be set up this way. Be sure to ask when opening an account.
- Overdraft fees are worse than the embarrassment you may feel from a declined purchase. This is a good reason to get in the habit of checking your account balance often!

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Review the example to show how expensive it can be if you overdraw your account. Tell a story of a time you or someone you knew overdrew an account.

Transition: So, how do you actually open an account once you've found a financial institution you like?

Opening an account is easy!

All you need are a few documents.

You will need...

- 2 forms of ID
- Social Security # or ITIN (IndividualTaxpayer Identification Number)
- Address and phone number
- Cash or check to deposit
- Parent or guardian's consent and signature (if you're under 18)

*some accounts don't require a parent or guardian

Discussion: Opening an Account — 2 min

- **ASK:** For those who have accounts, what was it like to open it?
- **ASK:** Was it difficult or confusing?
- **ASK:** How did you feel afterward?

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- Generally accepted forms of identification:
  - Primary: Photo ID such as driver's license, state ID, passport, or military ID.
  - Secondary: Can be a non-photo ID, such as a school or job ID, a credit card, social security card, or utility bill
- Bring an official piece of mail that shows your address.
- Most accounts for teens under 18 require a parent or guardian to be on the account, but this isn't a good option for all students.
- Some financial institutions allow teens to open accounts on their own. Be sure to ask your financial institution about your options
- **CALL TO ACTION:** This week, see what institutions are in your community. Stop in or go online to find out what kinds of accounts they offer. Set a goal of opening an account**.**

Some students may be undocumented. If you get questions regarding their ability to open a savings account without a Social Security Number, share that they can apply for an Individual Tax Identification Number (ITIN) through the IRS. ***This is a decision that should be made with their families.***

Stories, Examples & Notes

Transition: Still not convinced you should open a bank or credit union account?

Still not convinced you should open a bank or credit union account?

Imagine that you have a job and you need to cash your paycheck. Where would you go if you didn't have a checking account?

Check Cashing Stores vs. Checking Accounts

Discussion: Check Cashing Stores — 3 min

- **ASK:** Imagine that you have a job and you need to cash your paycheck. Where would you go if you didn't have a checking account?

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RE: Students in Urban Environments

Students in urban environments are regularly exposed to check cashing stores. Some students and their families may use check cashing stores because they are unbanked. Be sensitive to the fact that there may not be many traditional financial institutions that serve their communities. There may also be mistrust of financial institutions due to discrimination that they or others in their families or communities have faced, which can be difficult to overcome.

People may use check cashing stores for services other than cashing checks, such as for wire transfers and money orders, to pay utility bills and traffic tickets, to purchase bus passes, or to exchange currency. Convenience and access are huge factors for people who choose check cashing stores over other institutions or services. It may be difficult for them to access these services in other ways.

Ensure that your language around this topic is not judgmental or shaming, while still stressing the importance of avoiding check cashing stores. It is important to review the trade-offs of using these services and reiterate the benefits of having accounts at a bank or credit union.

- **ASK:** Have you or someone you know ever used a check cashing store?
- **ASK:** How do they work and what does it cost to use them?
- Fees to cash a check typically run $5 - $8 for checks under $100.

RE: Students in Suburban Environments

Students may have less exposure to check cashing stores due to the large volume of banks and credit unions in the suburbs.

- **ASK**: Are you familiar with check cashing stores?
- **ASK:** What they are and why might someone might use them? *(See notes above.)*
- Fees to cash a check typically run $5 - $8 for checks under $100.

<u>CONDENSED LESSON ADAPTATION</u>: Skip the student questions and start with the scenario below.

Imagine that you have a job and you need to cash your paycheck.

Move to the next slide to explain what happens when you use a check-cashing store vs. a bank. (1 min)

Transition: Let's take a more detailed look at the drawbacks of using a check cashing store…

Let's say you cash your paycheck weekly...

...Your check is usually $150 and you pay about $8 a week to cash it at a check cashing store.

That's means you're paying $32 a month...

....which equals $384 a year.

Don't pay to access your own money!

The cost to deposit into a checking account= **$0**

Keep that $384 for yourself!

Discussion: Check Cashing Stores — 2 min

Determine how much time to spend on this section by how many students are familiar with check cashing stores and whether they use them. If you feel like the point has been made, move on.

Set up the scenario about cashing a weekly paycheck.

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- **ASK:** What could you do with an extra $384?

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- **ASK:** Why would you pay someone to give you your own money when you could deposit it into an account for free?
- Check cashing stores aren't a wise use of money. Avoid using them!
- If you are concerned about how quickly you can access your money, most banks and credit unions make funds available immediately or within one business day.
- Deposit checks right away and form good habits so your money is available when you need it.
- If you manage your accounts responsibly and stay on top of your account balance, you can avoid all or most bank charges.
- Even if you do end up being charged some fees, a checking account is a better alternative to check cashing stores.
- **CALL TO ACTION:** Take your next check to a credit union or bank and open an account.

CONDENSED LESSON ADAPTATION: Skip the student questions.

Stories, Examples & Notes

Transition: Now that we've agreed that checking accounts are the way to go…

Now that we've discussed checking accounts...

How do you manage the money in your account?

Monitoring your checking account

- Electronic tools from your bank or credit union are available via online and mobile banking
- You can also use other mobile apps such as Mint, YouNeedaBudget, a simple spreadsheet or a written register/journal
- Check your available balance any time, especially before buying something

Discussion: Managing Your Money Electronically — 2 min

Review the bullet points on monitoring your account.

- **ASK:** How many people with accounts have set up your online banking?
- **ASK:** How many have downloaded your bank or credit union's app on your phone?
- **ASK:** Is it easy to use. What do you use it for?

CONDENSED LESSON ADAPTATION: Skip the questions and simply review the bullet points. (1 min)

Stories, Examples & Notes

Transition: Let's look at the features available with mobile banking.

Online and Mobile Banking Features

Discussion: Managing Your Money Electronically — 3 min

Review the different features of online and mobile banking. The presentation will zoom into each section as you click through.

- Viewing account balances and transaction history
- Online bill pay
- Transfers between accounts
- Remote check deposits
- Person-to-person payment apps that are built in
- Find locations and ATMs

- Features may vary by financial institution.
- Most financial institutions have video tutorials to help you learn about their systems.
- Keep your online banking username & password safe and your phones locked if you plan to use these tools.
- Don't do banking transactions of public wifi networks. It's easier for people to hack you on unprotected networks.

CONDENSED LESSON ADAPTATION: Do a brief overview of each section or skip the personal story (if applicable). (2 min)

Stories, Examples & Notes

Share: How you or someone you know uses online and mobile banking.

Transition: So, now that we know how to monitor our money, how do we access it?

Debit Cards

- Pay for purchases directly from your Checking Account
- Withdraw at an ATM
- Cash back option when you make purchases at some retailers

Some retailers may charge a small fee to get cash back; pay attention when you choose to recieve cash back!

Another way to access your money is by writing a check.

Discussion: Debit Cards and Checks 3 min

- **ASK:** What is a debit card?
- **ASK:** What type of account does it connect to?
- **ASK:** How do you use your debit card?
    - ATM Withdrawals
    - Point of Sale (POS) Purchases where you "swipe" to buy something (shopping, convenience store, gas station, grocery store)
    - Cash back at POS with no ATM fee

Reference the discussion of overdraft protection and fees again.

- It is important not to spend more than you have in your account.

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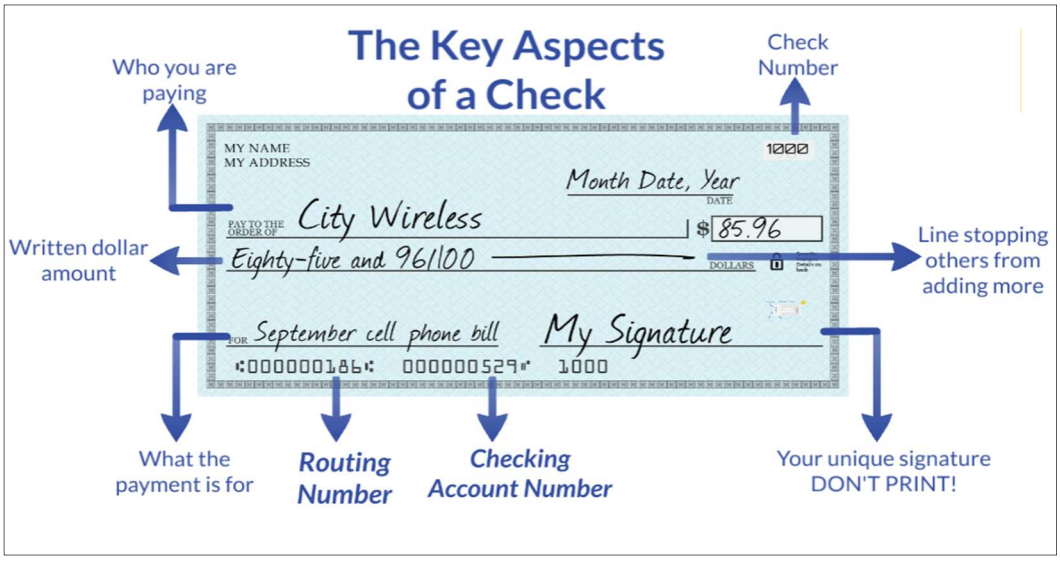
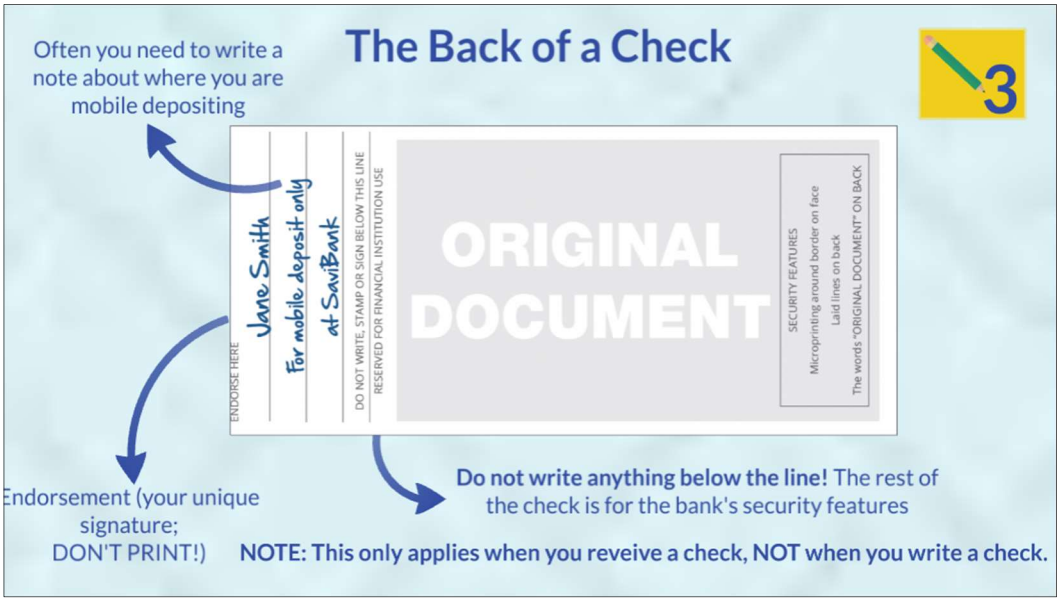
- Another way to access your money is by writing a check. It is not as common, but some people still rely on this method.

Stories, Examples & Notes

Transition: Even though it's less common, let's look at how to write a check.


The Key Aspects of a Check
Who you are paying
Check Number
MY NAME
MY ADDRESS
1000
Month Date, Year
DATE
PAY TO THE ORDER OF
City Wireless
$ 85.96
Written dollar amount
Eighty-five and 96/100
DOLLARS
Line stopping others from adding more
FOR
September cell phone bill
My Signature
⑆000000186⑆ 000000529⑈ 1000
What the payment is for
Routing Number
Checking Account Number
Your unique signature DON'T PRINT!


The Back of a Check
3
Often you need to write a note about where you are mobile depositing
ENDORSE HERE
Jane Smith
For mobile deposit only
at SaviBank
DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE
RESERVED FOR FINANCIAL INSTITUTION USE
ORIGINAL DOCUMENT
SECURITY FEATURES
Microprinting around border on face
Laid lines on back
The words "ORIGINAL DOCUMENT" ON BACK
Endorsement (your unique signature; DON'T PRINT!)
Do not write anything below the line! The rest of the check is for the bank's security features
NOTE: This only applies when you reveive a check, NOT when you write a check.

Checks may not be as common anymore, but
routing and account numbers
are still VERY important.
Three uses for this information:
4
Payroll Direct Deposit
Automatic Bill Payments
Wire Transfers
Protect these numbers!
They are the keys to your account.
You can also find them on your mobile banking app
END PART 1

Discussion: The Key Aspects of a Check — 3 min

- **ASK:** Has anyone written a check before?
- **ASK:** What are some instances where you may need to write a check?

Advance the slide and reveal the anatomy of a check. Explain each of the key features.

- **ASK:** With today's technology, is the use of checks increasing or decreasing?
- You will still likely need to write an occasional check at some point in your life.
- You will be able to pay many of your bills online, but you can also send physical checks from your bank to people or companies using online banking.

Activity: The Back of a Check (PG 3) — 2 min

Explain the items on the back of a check that should be completed when depositing. Have the students complete each item in their workbook as if they were endorsing a check they received.

- Many banks and credit unions also allow you to deposit checks using mobile/online banking.
- If you receive a check, you should not endorse the back until immediately before you deposit it. Once it's endorsed, anyone could potentially cash it.

Activity: Routing and Account Numbers (PG 4) — 2 min

- **ASK:** Do you know why routing and account numbers are important?
- **ASK:** What types of financial transactions do you need them for?

After getting responses, advance the slide and reveal the answers.

- Payroll Direct Deposit, Automatic Bill Payments, Wire Transfers

Have students copy the three uses for routing and account numbers into their workbooks. (The workbook also has a picture of a check with routing and account numbers labeled.)

Advance the slide and emphasize the importance of keeping these numbers protected.

- Your routing and account numbers are the keys to your accounts. KEEP THESE NUMBERS SAFE!

FOR CONDENSED LESSON: Skip the student questions and have the students simply write down the answers from the slide. (Entire section – 4 mins)

END OF PART 1: If you are teaching a two-part lesson and you still have time, continue onto the next slides and get as far as you can.

Stories, Examples & Notes

Share: Tell a story about how you set up direct deposit or another time you've needed your routing and account numbers.

Transition: How else can you send & receive money from your checking account?

START PART 2

How else can you send & receive money from your checking account?

Zelle FDIC

Cash App

Apple Pay FDIC

Google Pay FDIC

venmo

popmoney FDIC

PayPal

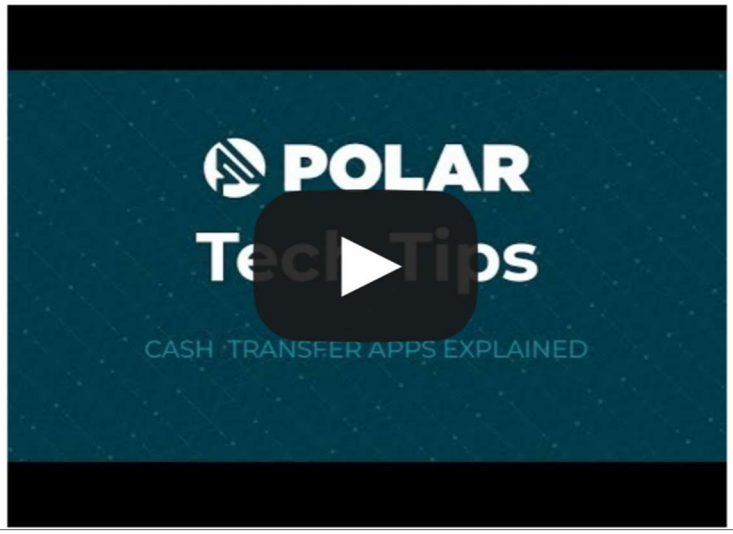
Tips:

1) Use 2 Factor Authentication and/or use a PIN #

2) Opt IN for transaction push notifications

3) Enter data carefully - pay & receive $ only from people you know

How do these work?



Review: Person-to-Person (P2P) Payment Apps

Benefits	Concerns
• Easily connected to your checking account • Makes paying friends & family fast & easy • No more ATM trips & fees when you split expenses • Some bills can be paid through these services	• Linking a credit card (rather than debit/checking) can result in additional fees • Security & privacy risks - some are connected to social media • Private banking information is provided to a 3rd party

Discussion: Person-to-Person Payment Apps — 4 min

START OF PART 2: If you are teaching a two-part lesson, be sure to reintroduce yourself to the class before jumping into the curriculum. Ask the students what they remember from the last lesson. Ask them if they shared what they learned with anyone. If you did not make it this far in your first session, that is okay. Just pick up where you left off.

- **TRANSITION FOR START OF PART 2:** Last time we learned how to access our money via debit cards and checks.
- **ASK:** How else can you send and receive money from your checking account?

Get responses from students, then reveal the Person-to-Person (P2P) payment apps.

- **ASK:** What is an example of how you use person-to-person apps like Venmo, Paypal, etc?

The funds in some P2P apps are insured by the FDIC (indicated by the FDIC logo on the slide) because the apps are tied to a bank/credit union account and they transfer funds directly between bank/credit union accounts. These funds are FDIC-insured via the user's bank/credit union. Balances held directly in apps like Venmo, Cash App, and PayPal are not FDIC-insured.

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Play Video (OPTIONAL) – 2 min, 11 sec

- This video explains how Peer-to-Peer apps work and how to use them safely.

If the video doesn't work or you want to save time, it's okay to skip it.

****

- **ASK:** What are the pros and cons of using these services?

Once you have gotten a few responses, reveal the rest of the slide.

- Stress the need for understanding how these programs work to avoid fees and make sure personal information is not being shared inappropriately.

If you are not personally familiar with P2P apps, spend some time researching them before presenting the lesson. These apps are very popular with teens and young adults.

Stories, Examples & Notes

Transition: What about pre-paid cards and credit cards? Are those connected to your checking account?

What about prepaid cards and credit cards?

Are those connected to your checking account?

No!

Prepaid Cards

Often referred to as:

- NetSpend cards
- Payroll cards
- Reloadable debit cards

Tips:

- Some companies use them to pay employees.
- They look just like debit and credit cards.
- You can't transfer money to your checking or savings accounts from them.
- Many charge maintenance and access fees.

Discussion: Prepaid Cards — 3 min

- **ASK:** Are prepaid and credit cards connected to your checking account?
- **ASK:** Has anyone ever received or used a prepaid card?
- Prepaid cards look and act a lot like debit cards, but they aren't the same thing.

****

- **ASK:** Are any of you paid by your employer on a payroll or prepaid card?
  - How does it work?
  - Are there any fees that you're aware of?

Advance the slide and discuss some of the negatives about prepaid cards.

- Prepaid debit cards are promoted as an alternative to a checking account. Benefits that are marketed to potential users are:
  - You can't overdraw.
  - It's available to those who have negative banking histories.
  - They're issued by major credit card companies like VISA and MasterCard.
  - However, most prepaid debit cards have a lot of fees: enrollment, usage, lack of usage, maintenance, ATM fees, etc.
- If possible, have your employer directly deposit your paycheck into your checking account and use your debit card to access your money, instead of a prepaid card.
- You have more control of all of your money at a bank or credit union.
- When you need to borrow money, the history of your savings or checking account is an advantage. If the account remains in good standing, this can help the lender know that you can manage money.
  - If you are only using a prepaid card, this history won't be factored in and won't work to your benefit.

Stories, Examples & Notes

Transition: How do credit cards fit into all of this?

How do credit cards fit into all of this?

Credit Cards

Always remember...

- You aren't using your own money when you make a purchase with a credit card.
- Every time you purchase an item with a credit card, it is like taking out a **LOAN**.
- If you don't pay your bill on time or in full, you have to pay back the money, **with interest**.
- If you don't have the money to pay for your purchase now, will you when the bill comes?

Discussion: Credit Cards — 2 min

- **ASK:** What's the difference between a debit and credit card?
- A debit card takes *your* money out of *your* checking account.

****

- A credit card is like taking out a loan.
- It is temporarily borrowing money that must be repaid.

Credit cards will be discussed at length in the upcoming "To Your Credit" lesson. If the students will be receiving that lesson, there is no need to spend time on this. If they are not, you may want to emphasize the points a bit more.

Stories, Examples & Notes

Transition: Another popular way to pay for the things is with Buy Now Pay Later apps, especially with online shopping being as popular as it now.

Tips for Shopping Online

Buy Now Pay Later

Discuss: Has anyone used this before? How does it work?

Benefits	Concerns
• Split large payments into 4 installments • Most are offered with zero-interest • No minimum credit score required • Available at most major retailers during checkout	• Designed to make it easy to overspend • Some plans may charge interest and/or late fees • Payments may not be reported to the three main credit bureaus, no chance to build good credit

Klarna. Pay in 4 From PayPal afterpay affirm

Let's review...

What can you tell me about these concepts?

Which of these are you using your own money for vs using other's money that you'll have to pay back?

Credit Card

Cash App

Check

Prepaid Card

Venmo

Debit Card

Afterpay

Affirm

Discussion: Buy Now Pay Later — 5 min

Play Video (OPTIONAL) – 3 min, 42 sec

- This video explains the tactics retailers use for gaining online shoppers and gives tips on how to stay safe while shopping online.

If the video doesn't work or you want to save time, it's okay to skip it.

****

- **ASK:** What are the benefits of using Buy Now Pay Later services?

Once you have gotten a few responses, reveal the benefits portion of the slide.

- **ASK:** What do think are some concerns with using this service?

Once you have gotten a few responses, reveal the concerns portion of the slide.

CONDENSED LESSON ADAPTATION: Skip the student questions and reveal the benefits and concerns of Buy Now Pay Later services.

Activity: Methods of Payment Review (PG 4) — 2 min

Have students assign each method of payment to the correct side of the table in their workbooks.

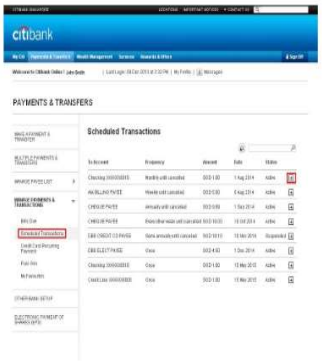
- Using Your Own Money
  - Debit Card, Prepaid Card, Cash App, Check, Venmo
- Using Money That You Have to Pay Back:
  - Afterpay, Credit Card, Affirm

CONDENSED LESSON ADAPTATION: Do not have the students guess which payment method goes where. Instead, tell them the answers above. (Entire section = 2 mins)

Stories, Examples & Notes

Transition: Now that you know how to access your money, it is important to keep track of it.

Now that you know how to access your money, it's important to keep track of it



One of the most important parts of managing your accounts is understanding

Current Balance

The amount of money in your account, plus or minus all transactions that **have** cleared.

vs

Available Balance

Your current balance, plus or minus any other transactions that your financial institution knows about, but that **have NOT** cleared yet (aka pending transactions).

Tip: You can find your current & available balance in your mobile banking app (but pending checks won't appear here!)

More on Pending Transactions...

Pending transactions have been authorized, but they haven't cleared yet because the amount may change.

Examples:

paying for gas at the pump

leaving a tip at a restaurant

Often deposited checks are held as "pending" so that the bank or credit union can ensure that the check won't bounce BEFORE putting the money into your account.

You need to keep your pending transactions and your available balance in mind when you are reviewing your account and making decisions about spending.

Other things to think about:

checks you've written or sent to other people that haven't been cashed yet

upcoming automatic payments that you have scheduled

- *streaming services*
- *gym memberships*
- *bill payments*

- *mobile banking can help you monitor your recurring purchases!*

Discussion: Monitoring Your Accounts — 5 min

- **ASK:** Why is monitoring your account balance and transaction history important?

****

- **ASK:** What is the difference between your current balance and your available balance?

After you receive a few responses, reveal the definitions of current and available balances.

****

Explain what pending transactions are and give examples.

- Holds made on deposits
- Gas or restaurant purchases
- Businesses that don't process their transactions immediately or on weekends.

****

- Managing your accounts and avoiding overdrafts requires more than just checking your available balance and thinking about pending transactions. Other things to remember include…
- When you write a check to someone the money doesn't come out of your account until the person deposits the check into their own account.
- Keep in mind all your outstanding and upcoming automatic payments.

Refer back to the Overdraft Protection discussion and remind them of the expensive consequences of not managing their accounts.

Stories, Examples & Notes

Share: If you have ever gotten your current balance and available balance confused, if you have ever had an issue where a check that you forgot you wrote got cashed, if you have ever made a transaction that didn't clear for a few days and been caught off-guard when it finally went through.

Transition: It may seem overwhelming, but your bank or credit union has tools to help you monitor your account balance.

What happens if you don't monitor your checking account and end up overdrafting frequently?

There is a good chance that your name will end up in ChexSystems

- **ChexSystems** is a database that banks use to track people who mishandle checking and savings accounts.
- Before you open an account, a financial institution will check to see if you are listed as someone who has misused their accounts in some way.
- The information is shared by all financial institutions.
- Be persistant when finding a banking system that works for your personal situation!

Tips for staying in good standing with your bank!

- ✔ Don't write checks or use your debit card to spend more money than you have available in your account.
  - *Don't forget about pending transactions and automatic payments!*
- ✔ **OPT OUT** of overdraft protection with your debit card.
- ✔ Ask how long it will take for a deposit to be credited to your account and wait to withdraw until after that point.
- ✔ Make sure that all of your purchases and checks have cleared before closing an account.

Discussion: ChexSystems — 3 min

- **ASK:** Tell me again, what does it means to overdraw your account?
- **ASK:** What does it means to "bounce" a check?
- **ASK:** What are the consequences for frequently bouncing checks and overdrawing your account?

****

- Bouncing checks and mismanaging accounts stays with you. It doesn't go away even if you close your account or move somewhere else.
- If you end up in ChexSystems it will negatively impact your future and can prevent you from opening new accounts until you have cleared up all the past issues.

****

- Keep good financial records and use your account responsibly!

Stories, Examples & Notes

Transition: Let's change gears and talk about identity theft.

Identity theft...

What is it?

Identity theft is when a person steals someone else's personal information, such as credit cards, bank account or social security numbers, and uses them to purchase goods or services.

How do identity thieves steal your information?

1. By accessing documents that are left unsecured, going through mail that has been discarded improperly, or scamming people into giving up their information **by mail or by phone.**

2. By hacking into online accounts, intercepting internet activity on unsecured wifi networks, or phishing for personal information.

Discussion: Identity Theft — 3 min

- **ASK:** How would you describe identity theft?
- **ASK:** Why is identity theft a problem? What does it do?

****

- **ASK:** Do you know anyone who has experienced identity theft?

Some of our students have already experienced identity theft at the hands of family members or other trusted adults. Don't be surprised if you hear this and respond with sensitivity.

****

- Identity theft can happen in many ways. Be vigilant!
- Teenagers are often victims of identity theft because they don't have a credit history that can be monitored.
- Once you have a credit report, you can check it to see if there are changes in activity (like a new credit card or a loan being taken out).

Credit reports will be discussed in To Your Credit.

Stories, Examples & Notes

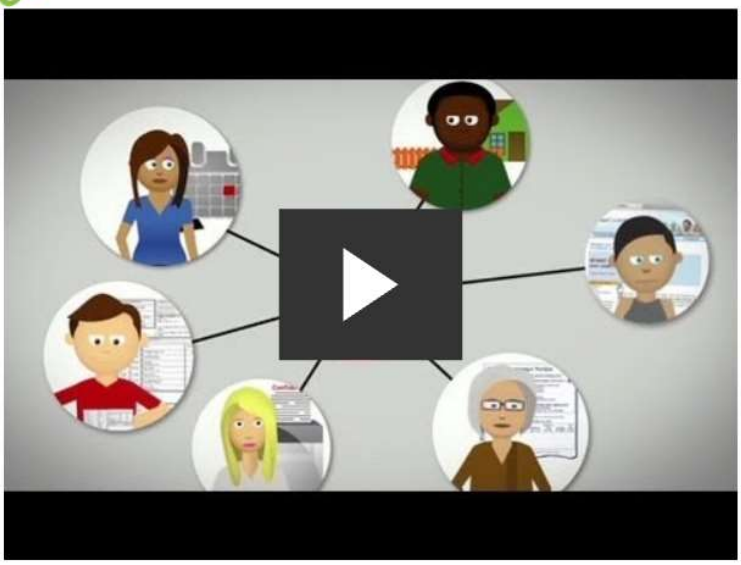
Transition: Here are some other ways to avoid identity theft…

Avoiding identity theft...

- Keep your birth certificate and social security card in a safe, secure place **(not with you!)**.
- Keep your phone, driver's license, debit cards, checkbook, credit cards and other banking documents in a safe, secure place.
- Do not give your personal information or social security number over the phone or internet unless you are **sure** you're talking to a reputable organization and it is **necessary** to do so.

- Limit your paper trail & guard your data.
- Shred personal information before discarding.
- Pick up your mail as soon as possible.
- Pay bills via online banking or mobile banking to avoid having to mail checks.
- If you do need to mail a check, use a post office mailbox.

Video



Move mouse over video & click to play

Discussion: Avoiding Identity Theft — 4 min

Review the slides detailing how to avoid identity theft.

- **ASK:** How will you put these tips into practice?
- This is a real issue and developing good habits to keep your identity safe is important.

These points are also in the student workbook on page 5.

****

Play Video (OPTIONAL) – 1 min, 26 sec

- This video discusses five ways to help protect yourself from identity theft.

If the video doesn't work or you want to save time, it's okay to skip it. The concepts are covered in other slides.

Stories, Examples & Notes

Transition: You need to be especially aware of phishing attempts and other types of scams.

Identifying Different Types of Scams

5-6

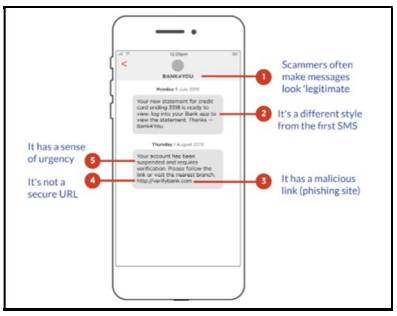
Phishing is the act of fooling a computer user into submitting personal info by creating a counterfeit website or email that looks like it should be trusted. It is a hacker technique of "fishing" for your passwords and other secret financial and personal info.

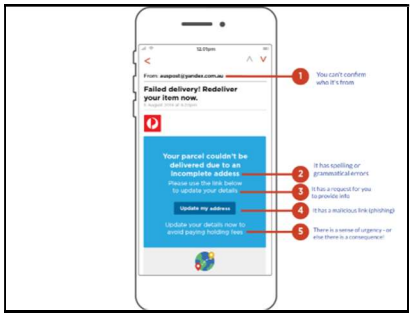
Scam Text Messages or Emails

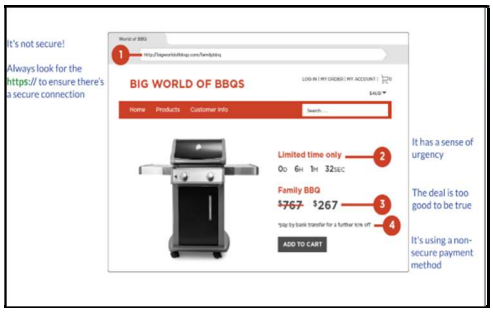
- Asking for money, website credentials, personal info
- Government warnings or threats
- Unsolicited tech support

Online Shopping Scams

- Shopping online is not inherently dangerous - but be careful!
- Be wary of sites selling luxury goods at a steep discount, especially on social media like Instagram or Snapchat
- You may receive a confirmation email and payment is withdrawn from your account, but nothing shows up. Or if it does, it's not what you thought you were paying for.







Tips for staying safe online

Secure | https://mail.google.com/mail/u/0/#inbox

- Ensure you are using private WiFi networks and secure websites when accessing accounts online.
- Avoid using the same password and user name for multiple accounts. Consider using a password manager!
- Be wary of friend requests, messages, and social media posts from unfamiliar individuals.
- Be on the lookout for links that seem suspicious, messages that look real but are a little 'off' and deals that are too good to be true!
- Keep your computer software updated. Download the latest versions of your operating system, web browsers, and apps.

Phishing Scams and Online Safety
Activity: Identifying Different Types of Scams (PGs 5-6) — 5 min

- **ASK:** Has anyone ever experienced a phishing scam?
- **ASK:** Have you ever gotten an email or visited a website that seemed suspicious? What made it seem that way?

Advance the slide to show examples of the different types of scams. On page 6 of their workbooks, have the students label the numbered items that make each example a scam.

CONDENSED LESSON ADAPTATION: Have the students write in the missing words on one example. (2 mins)

Discussion: Secure Websites — 2 min

- Share the Tips for staying safe online as well as the tips below:
- There are 2 ways to know you are on a secure site:
  - The address will start with "https."
  - There will be a small padlock icon in the address bar and the lock will be closed.
- Never enter personal information into a site that isn't secure.
- Don't do sensitive or financial business when you are on a public wifi network. Your activity can be intercepted, even if you are on a secure website.
- If it looks suspicious, don't click on it!
- If you are logging in to a site you have used before and you are being asked an unusual question or it looks a little different, there is a chance it is a fake site.

CONDENSED LESSON ADAPTATION: Briefly highlight the tips; spend time on what you feel is most important. (1 min)

Stories, Examples & Notes

Share: If your identity has ever been stolen and what did you do to fix it.

Transition: Let's look at the Financial Capability Checklist to summarize the best practices we have learned around the topics in this lesson…

Go Do It Now!

Financial Issue	Best Practices to Help Manage Money Responsibly	My Financial To Do List
Savings and Checking Accounts at a Bank or Credit Union	☐ I have opened a: ○ savings account ○ checking account (if I have a job) ☐ I am adding money to my savings account regularly to "Pay Myself First." ☐ If I have a checking account, I have chosen to "OPT OUT" of overdraft protection so I can't buy things when I don't have enough money in my account. ☐ I don't use check cashing stores to cash checks. I use a bank or credit union and deposit the money into my account.	Create your action plan!
Online and Mobile Banking	☐ I am enrolled in online and/or mobile banking. ☐ I review my account activity at least once each week to verify that the activity is accurate. ☐ I check my available balance before making purchases to make sure I can afford what I am going to buy.	
Identity Theft	☐ I don't share my passwords or PINs with anyone and I have them saved in a safe place only I know about. ☐ I log off of computers and other electronic devices when I am not using them. ☐ I don't share my social security number and account number with others or in electronic format. I have them memorized and **don't carry them with me**.	

Questions?

Let's complete the Post-Survey so we can see what you've learned...

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Activity: Financial Capability Checklist (PG 7) 3 min

Review the Student Financial Capability Checklist.

- Explain that they can use this as a checklist for building strong financial behaviors.
- Challenge students to put all of the best practices in place to help manage their financial lives successfully.
- **ASK:** Which steps do you plan to take right away?

Distribute Evals If Applicable 5 min

Have each student complete a course evaluation if they will not be receiving another Money Sense lesson.

- Remind students fill out the evals honestly and their feedback helps us continue to improve our programs.

Once students are finished, collect the evals.

Please return evals to SecureFutures after you have completed your entire program commitment.

Additional Stories, Examples & Notes

Additional Stories, Examples & Notes

Additional Stories, Examples & Notes

SecureFutures

SecureFutures empowers teenagers with the knowledge, tools, and mentoring for a lifetime of financial capability. Our engaging volunteers, dynamic schools, and generous supporters share a vision of stronger communities built by an investment in "money smart" teens.

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