

## Personal Finance

### LAP 7 (Chapter 12) – Planning Your Tax Strategy



Name \_\_\_\_\_

Period \_\_\_\_\_

Date Started \_\_\_\_\_

Date Completed \_\_\_\_\_

#### DoDEA Standards

- ◆PT2 **Problem Solving and Decision Making** – Apply problem-solving strategies in purposeful ways, both in situations where the problem and desirable solutions are clearly evident and in situations requiring a creative approach to achieve an outcome.
- ◆PT4b Evaluate information critically and completely.
- ◆PT4c Use information accurately and creatively.

#### Objectives

- ◆ Describe the importance of taxes in financial planning.
- ◆ Identify my taxable income and complete a Employee’s Withholding Allowance Certificate - W-4 form.
- ◆ Understand how to prepare and complete a Wage and Tax Statement - W-2 form.
- ◆ Understand how to prepare and complete a Federal Income Tax Return – 1049EZ form.
- ◆ Identify sources of tax assistance and select the best tax strategies for my financial and personal needs.

**Resources**     *Business and Personal Finance*, Chapter 12: Planning Your Tax Strategy  
 Workbook

**Time Frame**     5 Hours (suggested)

#### Introduction

Effective tax planning involves finding out how current tax laws affect you, making an effort to maintain complete and accurate tax records, and learning how to make decisions that reduce the amount of taxes you owe. This chapter will take you through the process of calculating your taxes, completing appropriate forms, and providing appropriate tax strategies.

#### Assignments

**Where appropriate and possible, written answers must be in complete sentences and keyed.**

**Turn in completed activities as directed by instructor.**

_____	<b>Read</b>	pp. 378-389	<u>The Fundamentals of Income Taxes</u>
_____	<b>Complete</b>	p. 380	<u>What’s Your Financial ID?-Questions 1-8</u>
_____	<b>Complete</b>	p. 389	<u>Section Assessment-Questions 1-4</u>
_____	<b>Complete</b>	pp. 134-5	WORKBOOK-Activity 2
_____	<b>Complete</b>	p. 136	WORKBOOK-Math-Building Skills
_____	<b>Read</b>	pp. 390-401	<u>Preparing Your Income Tax Return</u>
_____	<b>Complete</b>	p. 402	<u>Section Assessment-Questions 1-5</u>
_____	<b>Complete</b>	pp. 137-138	WORKBOOK-Your Financial Portfolio Worksheet
_____	<b>Read</b>	pp. 403-407	<u>Tax Assistance and Tax Strategies</u>
_____	<b>Complete</b>	p. 407	<u>Section Assessment-Questions 1-4</u>

\_\_\_\_\_ **Complete** pp. 408-409

Chapter Assessment-(Review Key Concepts-Questions 1-4 and Apply Key Concepts-Questions 1-4)

\_\_\_\_\_ **Complete** p. 131

WORKBOOK-Reviewing Key Terms

\_\_\_\_\_ **Complete** p. 132

WORKBOOK-Understanding Key Concepts

\_\_\_\_\_ **Complete** p. 139

WORKBOOK-Finance Online: Cutting Taxes

\_\_\_\_\_ **Take test OR**

Test 12

**complete Project** pp. 140-143

WORKBOOK-Spreadsheet Application

### Self Assessment - "I/I can . . . "

- \_\_\_\_\_ describe the importance of taxes in financial planning.
- \_\_\_\_\_ identify my taxable income and complete a W-4 form.
- \_\_\_\_\_ understand how to prepare and complete a W-2 form.
- \_\_\_\_\_ understand how to prepare and complete a 1040EZ form.
- \_\_\_\_\_ identify sources of tax assistance and select the best tax strategies for my financial and personal needs.