

ST. JOSEPH'S COLLEGE OF COMMERCE (AUTONOMOUS)

DEPARTMENT OF COMMERCE

TEACHING LESSON PLAN FOR THEORY & PRACTICE OF BANKING

(C4 15 MC 503)

B.Com (International Accounting and Finance)

V Semester (June to September 2018)

Subject Objective: To acquaint students about the Indian Banking System, in order to help them acquire functional knowledge and essential skills in interacting with Banks.

Description of learning goals / objectives:

1. *Time/hours required* – 60 hrs
2. *Process* – Lecture method, Case study references, Analysis of SAs.
3. *Output* – understanding the Process and essentials pertaining to Banking System
4. *Assessment (CIA):* Field visit based assignments, Short review projects, Presentation, Current affairs, Viva, etc.....

Lesson Plan Framework (Module Wise)

Module/ Title/ Hours	Topics for student Preparation	Procedure	Learning outcome	Assessment
Module 1: <i>Nature of Banking and Functions of a Banker</i> 12 hours	Module 1: Introduction to Commercial Bank Management and History Sources & employment of commercial bank funds, earning assets of bank, creation of credit by banks, Theory of liquidity and profitability. Obligations and rights of banker, Garnishee Order, Disclosure of information about customer account as required by law (KYC), Law of limitations.	<ul style="list-style-type: none"> • Lecture • Case study analysis • Team project 	Understanding the various functions and related key areas of Banking	Multiple - Choice Questions/ Guess the following /definition/ meaning/ etc.
Module 2 : <i>Commercial Banks and Central Bank</i> 08 hours	Types of Bank: Scheduled and Non Scheduled bank, Regional Rural Bank,	<ul style="list-style-type: none"> • Lecture • Analysis of SAs • Team project 	Understanding the various types of banks and the regulator, their roles and responsibilities	Multiple - Choice Questions/ Guess the following Match the correct theory/definition/

	<p>and Development Bank: IFCI, SFC, SIDC, ICICI, IDBI and NABARD. Types of Banking system: Branch, Unit, Investment (Development), Universal (Mixed) Banking.</p> <p>Understanding the basic purpose and functions of: Retail bank - Investment banking (Securities /trading), corporate banking, private banking, co-operative banks.</p> <p>Micro Credit: Meaning and importance, Islamic Financing - Meaning and Five Basic Principles. Regulatory Authority - RBI Qualitative and Quantitative credit control measure (in detail).</p>			<p>meaning/ etc.</p>
<p>Module 3: <i>Negotiable Instruments</i> 10 hours</p>	<p>Essential Characteristics of Negotiable Instrument, Promissory note, Bills of Exchange, cheque (meaning and features), Bearer Cheques, Crossed</p>	<ul style="list-style-type: none"> • Lecture • Case study analysis • Team project 	<p>Evaluate the various types of instruments and its working procedure</p>	<p>Multiple - Choice Questions/ Guess the following Match the correct theory/ definition/ meaning/ etc.</p>

	Cheques, Types of crossing and Opening of crossing, Demand Draft, Parties to a Negotiable Instrument			
Module 4 : <i>Paying and Collecting Banker</i> 10 hours	Precautions to be taken by Paying Banker, Protection to bankers in case of Order cheque, Suitable replies to dishonored cheque, Conversion by collecting bankers, Duties of Collecting Banker.	<ul style="list-style-type: none"> • Lecture • Case study analysis • Team project 	Explains about how bankers react with dishonored of cheques and Preliminary measures taken by bankers with respect to the responsibilities of Customers	Multiple - Choice Questions/Match the correct sections/definition /meaning/ etc.
Module 5: <i>Principles of Bank Lending and Managing Risk</i> 12 hours	Principles of Sound Lending, Credit worthiness of Borrowers, Non Performing Assets, Model of Creating charges (Lien, Pledge, Hypothecation, Mortgage and its types, Assignment), Different types of risks - Basel Norms and its global impact with special emphasis on its implementation in India.	<ul style="list-style-type: none"> • Lecture • Case study analysis • Team project 	To Know the Principles of Lending and Borrowing of funds, NPA's, Pledge, Hypothecation, Mortgage.	Multiple - Choice Questions/ Various Company report analysis/Case-reviews/ etc.
Module 6: <i>Latest Trends in Banking</i> 8 hours	Phone Banking - Call Centers - Internet banking - mobile banking - payment gateways - card technologies - MICR electronic clearing - Total Branch computerization - centralized banking - electronic fund transfer - RTGSS - NEFT - Electronic Money - E-	<ul style="list-style-type: none"> • Lecture • Case study analysis • Team project 	To know e-Banking, Phone Banking, Mobile Banking and its convenience to Banking System.	Multiple - Choice Questions/ Various Company report analysis/Case-reviews/ etc.

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LESSON PLAN FRAMEWORK (HOUR-WISE):

Subject Name: THEORY & PRACTICE OF BANKING

Lecture Hours: 60

Sl. No	Unit & Objectives	No. Of Lecture Hours	Methodology/ Instructional Techniques	Evaluation/ Learning Confirmation
Module 1:	Nature of Banking and Functions of a Banker	12 Hrs		
1.	Functions of Commercial banks,	2	Lecture and illustrations	Question and answer
2.	Sources of commercial bank funds	1	Lecture and illustrations	Question and answer
3.	Employment of commercial bank funds	1	Lecture and illustrations	Illustrations
4.	Earning assets of Bank	1	Lecture and illustrations	Question and answer
5.	Creation of Credit by banks	1	Lecture and illustrations	Question and answer
6.	Theory of Liquidity Profitability	1	Lecture and illustrations	Question and answer
7.	Theory of Profitability	1	Lecture and illustrations	Question and answer
8.	Obligations and rights of banker, Garnishee Order,	1	Lecture and illustrations	Question and answer
9.	Disclosure of information about customer account as required by law(KYC), Law of limitations	2	Lecture and illustrations	Illustrations
10.	Revision/repetition of chapter/ Cases/ examples	1	Questions/viva	Tests
Module - 2:	Commercial Banks and Central Bank	8 Hrs		
1.	Types of Banks: Scheduled and Non-Scheduled Bank	1	Lecture and illustrations	Question and answer
2.	Regional Rural Banks-Objectives and Functions	1	Lecture and illustrations	Question and answer
3.	Development Banks- Objectives and Functions	1	Lecture and illustrations	Question and answer
4.	Types of Development Banks-IFCI, IDBI, ICICI, SFC, SIDC, NABARD	1	Lecture and illustrations	Question and answer
5.	Types of Banking System-Branch, Unit-Investment (Development) Universal (Mixed Banking)	1	Lecture and illustrations	Question and answer
6.	Retail Banking –Basic Purpose and Functions	1	Lecture and illustrations	Question and answer
7.	Micro Credit Meaning and Importance - Islamic financing-Meaning and Five Basic Principles.	1	Lecture and illustrations	Question and answer
8.	RBI-Qualitative and Quantitative Credit.	1	Lecture and illustrations	Question and answer
9.	Review of all the institutions and revision of module	1	Questions/viva	Tests

Module - 3	Negotiable Instruments	10 Hrs		
1.	Characteristics of Negotiable Instrument	1	Lecture and illustrations	Question and answer
2.	Types of NI-Promissory Notes	1	Lecture and illustrations	Question and answer
3.	Bills of Exchange, Cheques, Bearer Cheque	2	Lecture and illustrations	Question and answer
4.	Types of Crossing and Opening of Crossing	2	Lecture and illustrations	Question and answer
5.	Demand Draft, Parties to Negotiable Instruments	2	Lecture and illustrations	Question and answer
6.	Characteristics of Negotiable Instrument	1	Lecture and illustrations	Question and answer
7.	Summary/ test	1	Questions/viva	Tests
Module - 4:	Paying and Collecting Banker	10 Hrs		
1.	Precautions to be taken by Paying Banker	2	Lecture and illustrations	Question and answer
2.	Protection to bankers in case of Order cheque	2	Lecture and illustrations	Question and answer
3.	Suitable replies to dishonored cheque	1	Lecture and illustrations	Question and answer
4.	Conversion by collecting bankers	1	Lecture and illustrations	Question and answer
5.	Duties of Collecting Banker	2	Lecture and illustrations	Question and answer
6.	Summary/ test/ examples and case studies	2	Questions/viva	Tests
Module - 5:	Principles of Bank Lending and Managing Risk	12 Hrs		
1.	Principles of Sound Lending	1	Lecture and illustrations	Question and answer
2.	Credit worthiness of Borrowers	1	Lecture and illustrations	Question and answer
3.	Non Performing Assets	1	Lecture and illustrations	Question and answer
4.	Model of Creating charges-Lien	2	Lecture and illustrations	Question and answer
5.	Pledge	1	Lecture and illustrations	Question and answer
6.	Hypothecation	1	Lecture and illustrations	Question and answer
7.	Mortgage and its Types	2	Lecture and illustrations	Question and answer
8.	Basel Norms	2	Lecture and illustrations	Question and answer
9.	Summary/case study/ Revision	1	Questions/viva	Tests
Module - 6:	Latest Trends in Banking	8 Hrs		

1.	Phone Banking-Call Centre	2	Lecture and illustrations	Question and answer
2.	Internet Banking	1	Lecture and illustrations	Question and answer
3.	Mobile Banking-Payment Gateway-Card Technologies	1	Lecture and illustrations	Question and answer
4.	MICR-e Clearing	1	Lecture and illustrations	Question and answer
5.	Total Branch Computerization - Centralized banking	1	Lecture and illustrations	Question and answer
6.	ETF-RTGS/NEFT/IMPS- E Money E- Cheque	1	Lecture and illustrations	Question and answer
7.	Summary/case study/ Revision	1	Questions/viva	Tests
Total Hours		60 hrs		

Objective: to develop the skill amongst students to work within the legal frame-work in an ethical manner

Continuous Internal Assessment:

CIA 1: *Class Quiz and role play: 4th July & 11th July 2018*

Mid Term Test: Modules - 1, 2 and 3

CIA 2: *Short case developments & presentation-*

Topic facilitation: 7th August 2018

Group Allocation: 8th August 2018

Submission of completed (assignment by the students): 22nd August 2016

Books for Reference:

- ❖ Sundaram and Varshney: Theory and Practice of Banking.
- ❖ De Kock: Central Banking.
- ❖ Dr. K. N. Prasad and T. Chandradass: Banking and Financial Systems
- ❖ Maheshwari and Paul. R. R: Banking Theory and Law and Practice.
- ❖ Rudder Datt and K.P.M. Sundara: Indian Economy

Prepared by:-

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