

## OPEN COURSE: FUNDAMENTALS OF BANKING AND INSURANCE

No. of Instructional Hours: 72

No. of Credit: 4

### OBJECTIVE OF THE COURSE:

To familiarize the students with the basic concepts and practice of banking and the principles of Insurance.

### MODULE I

Introduction to Banking - Origin and Evolution of Banks – structure of banking system -Types of Banks – Functions of Commercial Banks- Primary and Secondary- Credit Creation -Reserve Bank of India-Functions of RBI (16 Hours)

### MODULE II

Banking Practice – Banker – Customer – relationship between banker and customer – general and special relationship – Cheque – essentials of a valid cheque – crossing – dishonour of cheque – liabilities of wrongful dishonour – opening and operation of accounts by special types of customers–minor, married woman, firm, company. (16 Hours)

### MODULE III

Innovations in Banking – Social Banking- E-Banking – CORE – ECS – EFT – RTGS – NEFT – SWIFT – Mobile banking – Precautions in mobile banking – internet banking - Credit and Debit Cards- Banking Ombudsman Scheme (18 Hours)

### MODULE IV

Insurance- Evolution of insurance – Role and Importance - Insurance Contract- Principles of Insurance - Insurance and Assurance (10 Hours)

### MODULE V

Types of Insurance (Overview only) - Life insurance – Distribution system of life insurance – life insurance plans - General insurance - Marine insurance - Fire insurance - Health Insurance - Motor Insurance - Burglary insurance - Personal Accident Insurance. (12 Hours)

### SUGGESTED READINGS

1. Shekhar, K.C, Banking Theory and Practice, Vikas Publishing House, New Delhi
2. Maheswary, S.N., Banking Law and Practice, Kalyani Publishers, New Delhi
3. Sundharam,Varshney, Banking Theory Law & Practice, Sulthan Chand & Sons, New Delhi.
4. Agarwal, O.P., Banking and Insurance, Himalya Publishing House, Mumbai
5. Saxena, G.S., Legal Aspects of Banking Operations, Sultan Chand and Sons, New Delhi
6. Tripathi, Nalini & Prabil Pal., Insurance: Theory and Practice, PHI Pvt Ltd, New Delhi
7. Gupta, P.K., Insurance and Risk Management, Himalaya Publishing House, Mumbai
8. Mishra, M.N., Principles and Practices of Insurance, S. Chand and Sons, New Delhi