



KONGU ARTS AND SCIENCE COLLEGE

(An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore)

ERODE – 638 107

DEPARTMENT OF COMMERCE CA

VALUE ADDED COURSE – SYLLABUS

18VCCBI – CAREER GUIDANCE IN BANKING AND INSURANCE

Course Objective: To impart the knowledge of Banking and Insurance

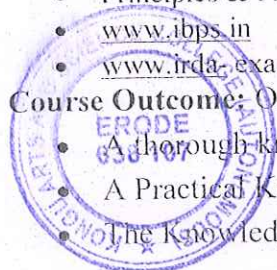
UNIT I	Banking	8 Hours
Banking – Classification of Banking – Banking system in India – Functions of Commercial banks – Reserve Bank of India – Recent Trends in Banking.		
UNIT II	Insurance	8 Hours
Insurance – Concept of Insurance and its Evolution – Insurance Market – Common terms used in insurance – Life Insurance products – General Insurance Products.		
UNIT III	Career Opportunities	8 Hours
Career Opportunities in Banking - Public sector Banks – Private sector Banks – Financial Managers – Bank Tellers – Bill and Account Collectors – Loan Officers – Book keeping And Auditing Clerks – Financial Service Representative – Career Opportunities in Insurance Sector – Administrative officer and Assistant – Development officer – Insurance agents – Insurance surveyors – Actuary – Insurance agent – Underwriter. Advantages of Careers in Banking and Insurance sector.		
UNIT IV	Institute of Banking Personnel selection	8 Hours
Institute of Banking Personnel selection (IBPS) – Pre Examination Processing – online mock test practice – Socio – emotive trait – interpersonal competence – team building skills – Analysis and reasoning.		
UNIT V	IRDA	8 Hours
IRDA & LICENTIATE Exams – Online Mock Test – Life Insurance Agent Exam – General Insurance Agent Exam – Health Insurance – Regulation of Insurance Business.		
Total Hours		40 Hours

Reference Books

- Banking Law & Practice – Maheswari S.N. & Maheswari S.K. – Kalyani Publishers, New Delhi
- Indian Banking – K.Parameswaran
- Principles & Practice of Insurance by P.Periasamy
- www.ibps.in
- www.irda-exam.modelexam.in

Course Outcome: On Completion of this course the students will be able to

- A thorough knowledge on Banking and Insurance System and acts pertaining to it.
- A Practical Knowledge of Banking Transactions.
- The Knowledge about the benefits of Insurance to Individual and Society.



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Dr. N. RAMAN
PRINCIPAL,
KONGU ARTS AND SCIENCE COLLEGE
(AUTONOMOUS)
NANJANAPURAM, ERODE - 638 107.