

Govt. College for Girls, Padha (Karnal)

Lesson Plan for Even Semester

Name of the teacher-Ms. Suman Rani

Class- B.A. (2nd Semster)

Subject- Fundamentals of Banking and Insurance (MDC-2)

Paper- B23-COM-205

1st Week	Banking: Concept, features, functions
2nd Week	Importance and principles of banking; Evolution of banking in India;
3rd Week	Classifications of banks.
4th Week	Banking instruments: Concept, types and crossing of cheques; Group discussion on topic of cheque
5th Week	Lending functions of a bank: Types of Advances: Secured & unsecured,
6th Week	loans- Short, medium and long Term, Methods of granting advances; Assignment -1
7th Week	Utility services of a bank: Remittance through bank drafts; E Banking; Internet banking; Safe deposit lockers
8th Week	Test & Insurance: Concept, need and principles of insurance; Insurance and economic development;
9th Week	Life Insurance: Concept, features,
10th Week	LIC:- Importance, and types, procedure of taking life insurance policies,
11th Week	LIC:- Nomination and Assignment.
12th Week	Test and presentation
13th Week	General insurance: concept, features, importance,
14th Week	GI:- Types; Procedure of taking general insurance
15th Week	Fire insurance, & Assignment -2
16th Week	Health insurance, Marine insurance & Group Discussion
17th Week	Revision and test