



B.COM. SEMESTER – 1		
6	SEC 1	FINANCE FOR EVERYONE

Name of the Course: **Finance For Everyone**
 Course credit: **02**
 Teaching Hours: **30 (Hours)**
 Total marks: **50**

Objectives:

The course aims to offer an integrated approach to the understanding of concepts and applications of financial planning.

Learning Outcomes:

After completion of the course, learners will be able to:

1. Explain the importance of financial literacy and the institutions providing financial services;
2. Prepare a financial plan, budget and manage personal finances;
3. Open, avail and manage services offered by banks.

PARTICULAR	NO. OF LECTURES
UNIT NO. 1 INTRODUCTION, FINANCIAL PLANNING AND BUDGETING	
Introduction, Meaning, importance and need for financial planning; Personal budget, family budget, business budget and national budget; Procedure for financial planning and preparing a budget; Budget surplus and budget deficit, Avenues for savings from surplus, Sources for meeting the deficit.	10
UNIT NO. 2 BANKING SERVICES	
Types of banks; Banking products and services – Various services offered by banks; Types of bank deposit accounts – savings bank account, term deposit, current account, recurring deposit; pan card, address proof, KYC norm; Various types of loans – education loan, consumer durable loan, vehicle loan, housing loan, short term, medium term, long term, microfinance, bank overdraft, cash credit, mortgage, reverse mortgage, hypothecation, pledge, Agricultural and related interest rates offered by various nationalized banks	10
UNIT NO. 3 BANKING SERVICES – II	
Introduction, Cashless banking, e-banking, check counterfeit currency; CIBIL, ATM, net banking, RTGS, NEFT, IMPS, electronic clearance services (ECS), debit and credit card, app based payment system, bank draft and pay order; banking complaints and ombudsman.	10
Total Lectures/Hours	30

Suggested Readings:

1. Avadhani, V. A. –Investment Management, Himalaya Publishing House Pvt. Ltd., Mumbai.
2. Batra, J.K., Accounting and Finance for Non-finance Managers, Sage Textbook
3. Bhattacharya(2018). Indian Financial System. Oxford University Press.
4. Chandra, P. –Investment Game: How to Win, Tata McGraw Hill Education, New Delhi.
5. Kothari, R. –Financial Services in India-Concept and Application, Sage Publications India Pvt. Ltd., New Delhi.
6. Milling, B. E. –The Basics of Finance: Financial Tools for Non-Financial Managers, Universe Company, Indiana,
7. Mitra, S., Rai, S. K., Sahu, A. P., & Starn, H. J. –Financial Planning, Sage Publications India Pvt. Ltd., New Delhi.





8. Sofat, Rajni & Hiro, Preeti Basic Accounting, 3rd ed. PHI learning
9. Zokaityte, A. —Financial Literacy Education, Palgrave Macmillan, London.

Note: Learners are advised to use latest edition of books

