

**SARDAR PATEL UNIVERSITY**

Vallabh Vidyanagar, Gujarat

(Reaccredited with 'A' Grade by NAAC (CGPA 3.25))

Syllabus with effect from the Academic Year 2021-2022

**B.Com. (Business Studies) Semester-I**

Course Code	UB01DCOM80	Title of the Course	ADVANCED BANKING-II
Total Credits of the Course	03	Hours per Week	03

Course Objectives:	To Impart the Basic knowledge of Negotiable Instruments in Banking.
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Course Content		
Unit	Description	Weightage* (%)
1.	Negotiable Instruments: Definition, Meaning and characteristics of Promissory Note. Bill of Exchange and Cheque. Types of Cheques: Bearer, Order and Crossed. Types of Crossings: General and Special.	25%
2.	Parties to a Negotiable Instruments: Introduction, Parties to a Negotiable Instruments, Drawee in Case of Need, Holder and Holder in Due Course, Liabilities of Parties to Negotiable Instruments.	25%
3.	Endorsement: Meaning and Definition of Endorsement, Characteristics of Endorsement, Effects of Endorsement, Types of Endorsement: Blank or General Endorsement, Special or Full Endorsement, Partial Endorsement, Restrictive Endorsement, Conditional Endorsement, Facultative Endorsement, Different parties to Endorsement.	25%
4.	Different means of Remittances: Demand Draft, Letters of Credit, Credit Card, Debit Card. ATM (Automated Teller Machine): Advantages and Disadvantages. MICR Cheques.	25%

Teaching-Learning Methodology	These are teacher-centered methods, learner-centered methods, content-focused methods and interactive/participative methods.
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Evaluation Pattern		
Sr. No.	Details of the Evaluation	Weightage
1.	Internal Written examination	20%
2.	Internal Continuous Assessment , Assignments, Attendance (As per	10%
3.	University Examination	70%

Course Outcomes: Having completed this course, the learner will be able to	
1.	To enable students to know of basic knowledge of negotiable instruments in banking.
2.	To make students aware about endorsement in banking sector
3.	To make students aware about different remittances in banking sector.
4.	Students will be able to understand about various services of banking sector.

Suggested References:	
Sr. No.	References
1.	<ul style="list-style-type: none"> <li>• Elements Banking and Insurance – B. S. Shah Publication, Ahmadabad</li> <li>• Elements of Banking and Insurance – New Popular Publication, Surat</li> <li>• Basics of Banking and finance, K. M. Bhattacharya and O. P. Agrawal, Himalaya Publishing House.</li> </ul>
2.	<ul style="list-style-type: none"> <li>• Banking Theory and Practice, Prem Kumar Srivastava, Himalaya Publishing House.</li> </ul>
3	<ul style="list-style-type: none"> <li>• Fundamentals of Banking Theory and Practice by Basu A. K.</li> <li>• Banking Law and Function, Saurashtra University Banking Association.</li> </ul>

On-line resources to be used if available as reference material
On-line Resources

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