

AMITY GLOBAL INSTITUTE

MODULE SYLLABUS

Course	Diploma in Banking & Finance
Module Title	Introduction to Accounting, Banking and Finance
Module Syllabus No. (if any)	N IL
Year Offered	2018
Start-Date	May 2018 /September 2018
End-Date	May 2019 /September 2019
Syllabus / Content / Learning Outcomes	<p>On successful completion of the module students will be able to:</p> <p>Knowledge and Understanding</p> <p>a) Identify the key points of law and practices of banking, roles of accountants, financial managers and banks in the contemporary world.;</p> <p>b) Understand important aspects that govern preparation of financial statements and its reporting with special reference to banking organisations</p> <p>Subject - specific Skills</p> <p>d) Record and present financial information in a prescribed format.</p> <p>e) Analyse and draw conclusions from financial information.</p> <p>Key Skills</p> <p>f) Communicate the financial reports effectively for various stakeholders;</p>
No. of Teaching Hours	<p>Teacher Managed Learning Eg : Lectures : 48 Hrs</p> <p>Student Managed Learning Eg : Tutorials, Seminars etc : 152 Hrs</p> <p>TOTAL = 200</p>
Teaching Methods	Lectures, tutorials, case-studies analysis, research journals and group discussion.
Assessment Methods and Weightages	Written Assessment 1 (1500 Words) – 50% Written Assessment 2 (1500 Words) – 50%
Skills for Maximising Learning Outcomes	Reading and research
Dates of Examinations, Major Assessments and Assignments	Examination Period (not all modules have end-of-semester / year examinations) Indicative: December 2018 & May 2019/ January 2019 & September 2019

Note: All Information provided to Amity will be kept strictly confidential except for those required under statutory requirements and by government authorities and relevant university partners and accreditation bodies as part of the regulatory or course requirements.

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Recommended Text	<p>Students will be issued with a scheme of work and reading \ activity lists at the start of the course. Pre-reading of material before lectures and seminars will be essential if the students are to cover essential knowledge and understanding. Wider reading is also required if students are to remain aware of current issues within the financial environment.</p> <p>Walter Harrison Charles Horngren Bill Thomas Thiemen Suwardy Introductory Finance and Accounting 9th Edition – Pearsons</p> <p>Gomez Clifford, Banking and Finance : Theory, Law and Practice, PHI Learning Pvt Ltd, 2011</p>
Additional Reference Texts (if any)	Francis A Lees , International Banking and Finance, Springer Publishers
Additional Remarks (if any)	NIL

Lesson No.	Learning Outcome
1	The Financial Environment,
2	Accounting Systems
3	Double entry book keeping Introduction to VAT Ledger packages and other software
4	Measuring and reporting the financial position.
5	Accounting equation
6	The balance sheet Trading, profit & loss account
7	Central Banking
8	End of year adjustments - bad debt, accruals & prepayments
9	Reporting Cash flows Cash & profit Cash flow forecast
10	Accounting for Different Entities Limited Companies
11	Not-for-profit organisations, Introduction to sources of finance
12	Principles, concepts and conventions
13	Analysis and Interpretation of Financial statements

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