

Annual Topic Plan

Subject – Banking – Paper- II

For the Academic Year 2024-25

Class – XIth

Part – I Topic Wise Annual Plan (From - July to March)

Sr.No.	Name of Topic	T o p i c C o n t e n t s	TentativeNo. of Lectures
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<p style="text-align: center;">1.00</p>	<p style="text-align: center;">Simple Banking Operation</p>	<ul style="list-style-type: none"> • Introduction • Origin • Meaning of Bank • Meaning of Banker • Meaning of Banking • • Definitio ns of Ban k • • Func tions of Ban k • • Savi ng and Curr ent Acc ount open ing and oper ating procedur e • Visit repo rt 	<p style="text-align: center;">18</p>
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<p style="text-align: center;">2.00</p>	<p style="text-align: center;">Various kinds of Bank Account</p>	<ul style="list-style-type: none"> • Meaning and Introduction • Types of Bank Account : <ol style="list-style-type: none"> 1) Saving & Current Account 2) Fixed Deposit & Recurring Deposit Account <ul style="list-style-type: none"> • Various types of Bank Customer : • Minor Account • Joint Account • Married womens Account • Company Account • Partnership firm Account • Visit Report 	<p style="text-align: center;">24</p>
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<p style="text-align: center;">3.00</p>	<p style="text-align: center;">Banks Customers Relationship</p>	<ul style="list-style-type: none"> • Meaning and Introduction • Banks Customers Relationship <ol style="list-style-type: none"> 1) Debtor – Creditor Relationship 2) Creditor - Debtor - Relationship 3) Agent - Principal - Relationship 4) Trustee – Beneficiary - Relationship 5) Bailee – Bailor- Relationship 6) Lessor – Lessee - Relationship <ul style="list-style-type: none"> • Rights of the Bankers • Duties of Banker • Termination of the Contract <ol style="list-style-type: none"> 1) Reasons given by the Banker to close the account 2) Reasons given by the Customer to close the account 	<p style="text-align: center;">42</p>
<p style="text-align: center;">4.00</p>	<p style="text-align: center;">Endorsement & Crossing</p>	<ul style="list-style-type: none"> • Meaning and Introduction • Meaning of Endorsement • Definiation • Parties • Types of Endorsement • Crossing • Meaning and Definiation • Types of Crossing • Information about cheques 	<p style="text-align: center;">22</p>

5.00	Principles of Good Lending	<ul style="list-style-type: none"> • Meaning and Introduction • Principles of Good Lending • Security • Safety • Liquidity • Profitability • Purpose of the loan • Diversification of the loan 	15
6.00	Collecting Banker and Paying Banker	<ul style="list-style-type: none"> • Meaning and Introduction • Meaning of Collecting Banker • Duties of Collecting Banker • Paying Bankers • Meaning and Introduction of Paying Banker • Precautions of Paying Bankers • Duties of Paying Bankers • Visit Report on clearing of cheques 	22
7.00	Balancesheet of Commercial Bank	<ul style="list-style-type: none"> • Meaning and Introduction • Items of Asset Side of Commercial Bank • Items of Liabilities Side of Commercial Bank 	15

Part – II No. of Days Required for Examination

Exam Type	Exam Duration(In Days)	Syllabus
1) Unit Test – I (25 Marks)	03	Chapter 1 & 2
2) First Term Exam (50 Marks)	06	Chapter 1 to 3 (On 50% of Syllabus)*
3) Unit Test – II (25 Marks)	03	Chapter 4 to 5
4) Annual Exam (80+20 Marks)	06	Chapter 1 to 6 (On 100% of Syllabus)*
5) Application Based Test/ Practical Exam (20 Marks) (ABT- Final Practical Exam.)	06	Chapter 1 to 7 (On 100% of Syllabus)*
Total Exam Duration (In Days) (1+2+3+4+5)	24 Days	In Words: Twenty Four Days.
A) The total no. of days required for the completion of Syllabus (Part-I) to be taken throughout the year = 158 Days* (158 Lectures + 3 Banking Visits)		
B) The total no. of days required for Examinations (Part-II) to be held throughout the year = 24 Days*		
C) Total No. of Days (A+B = C) i.e. 158 Days + 24 Days = 182 Days**		

- There will be 3 Bank visits.

Sr.No.	Name of the Subject Teacher	Signature	Remark (If Any..)
1.00	Prof. Thakur S.B.		