

Rajagiri College of Social Sciences (Autonomous)

Department of Commerce

FOUNDATION PROGRAMME IN BANKING & FINANCIAL SERVICES

About the course:

As part of the skill development programme initiative accredited by KASE – Kerala Academy of Skills Excellence: Skill Development Team of Kerala Govt, Hedge School of Applied Economics conduct Foundation Programme in Banking and Financial Services. This programme is a fully immersive industry training programme which is designed to deliver key employability skills to the students of BCOM who wants to pursue their career in the financial service industry.

The value added course ‘Foundation Programme in Banking and Financial Services’ is being offered to **fourth semester B.com Students** of Rajagiri College of Social Sciences (Autonomous) from **January 7th to February 15th 2019**. The duration of the course was **thirty contact hours** which included both theory and practical classes. The class also have games, movies and video presentations that can stimulate the knowledge and thinking capacity of the prospective students.

Objectives of the course:

- To give an Introduction about Entrepreneurship and to analyse the entrepreneurial opportunities in financial service
- To have an overview on why business ventures fail and to understand the basics of asset classes
- To study the concept of financial freedom, goal setting and asset allocation
- To introduce different concepts of trading and to give an overview on technical analysis
- To understand various investment strategies, concept of banking and insurance, its functioning and different terminologies.
- To provide Microsoft Excel training

Day	Date	Syllabus Covered
1	Jan 7	Introduction to Hedge School of Applied Economics/ know Hedge/Video and PPT presentation
2	Jan 8	Programme overview/ Introduction video on Entrepreneurship /30 Sec exercise/Teams to be assigned/Ice breaker/
3	Jan 9	Toro Orso (stock game)
4	Jan 10	Video Presentation- Stanford commencement of Steve Jobs
5	Jan 11	Learnings in Financial Services/ Career trajectory entrepreneurial opportunities in Financial Service/ Why do business ventures fail?

6	Jan 14	Activity based training - The Great Egg Drop
7	Jan 15	One crore activity- Basics of assets classes- Equity/Mutual Funds/Bank savings
8	Jan 16	One crore activity- Basics of assets classes - Debt/instruments/Gold/Real/Estate - Video presentation
9	Jan 17	Financial Freedom concept / Goal setting / asset allocation /Passive vs Active strategies
10	Jan 18	Financial markets / IPOs / Stock exchanges / Corporate actions
11	Jan 21	Dividend / Stock split / right issue / bonus issue / spin off with live examples
12	Jan 22	Normal account opening procedures
13	Jan 23	How to buy shares, IPO, FPO/Physical Demat .
14	Jan 24	Trading Vs Investment / Introduce what is intraday trading / delivery based trading
15	Jan 25	Introduce simulation software
16	Jan 28	Market updation & Introducing various websites for research study
17	Jan 29	Activity: Needle / Reinforce the points about building a business with Margin of Safety, and having a checklist to come out on top
18	Jan 30	Fundamental analysis – EIC analysis / Ratios / Valuation .
19	Jan 31	Technical analysis / basics
20	Feb 1	Video presentation - One Idiot Movie by IDFC
21	Feb 4	Investment Strategies: "Systematic Investment Plan"/ SIP calculator / Benefits of SIP, and the various processes involved, Overview of the forms from various AMC, how to fill it, supporting documents.
22	Feb 5	Product Description – Equity & Debt MF / Terminologies / Process of selecting a MF from the universe and how it is analysed to recommend a mutual fund. - Hedge Recommendation List
23	Feb 6	Banking & Insurance – Terminologies / functioning / regulatory / role play / Video presentation
24	Feb 7	Pyramid Game and T shape – introducing other products NCDs / liquid funds/ asset allocation- basics/ profiling
25	Feb 8	Conduct interview to assess the investment appetite and discussion on learnings
26	Feb 11	Microsoft excel training - Theory
27	Feb 12	Microsoft excel training – practical- basics
28	Feb 13	Microsoft excel training – practical- basics
29	Feb 14	Microsoft excel training – practical- advanced
30	Feb 15	Final Evaluation

Assessment Procedure:

Practical Exams will be conducted to assess the outcome of Microsoft Excel training programme. The outcome of financial service, banking and insurance, investment strategies, and entrepreneurship classes will be assessed through conducting pyramid games, case study and test at the end of the course period.

Grading Structure:

Component	Marks
Attendance	10
Case Study	20
Practical	40
End of Course test	30
Total	100

Anticipated Outcome:

The value added course 'Foundation Programme in Banking and Financial Services' is being offered to students with an anticipated outcome of gaining excellence in the field of Financial Service, Banking and Insurance, Entrepreneurship, Microsoft Excel and Investment Strategies.