



ÇANKAYA UNIVERSITY

Çankaya Vocational Training School

Course Definition Form

Part I. Basic Course Information

Department Name <i>Use capital letters only</i>	BANKING AND INUSURANCE	Dept. Numeric Code	4	5			
Course Code	Dept. Code+Course No B A I 2 2 3	Number of weekly lecture hours	3	Number of weekly lab/tutorial hours	0	Number of Credit Hours	3
Course Web Site <i>Use capital letters only</i>				ECTS Credit	0	4	

Course Name

This information will appear in the printed catalogs and on the web online catalog.

English Name *maximum 40 characters*

Operations in Banking

Abbreviated English Name *maximum 15 characters*

-

Turkish Name *maximum 40 characters*

Bankacılık İşlemleri

Abbreviated Turkish Name *maximum 15 characters*

-

Prerequisites (if any) <i>Give course codes and check all that are applicable.</i>	1 st	2 nd	3 rd	4 th			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/> Consent of the Instructor		<input type="checkbox"/> Give others, if any.				
	<input type="checkbox"/> Senior Standing						
Co-requisites (if any)	1 st	2 nd	3 rd	4 th			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Course Type <i>Check all that are applicable</i>							
<input checked="" type="checkbox"/>	Must course for Dept.	<input type="checkbox"/>	Must course for other dept(s)	<input type="checkbox"/>	Elective course for Dept.	<input type="checkbox"/>	Elective course for other dept(s)

Part II. Detailed Course Information**Justification for the proposal** *Maximum 80 words*

A key goal of the course is encompassing a broad variety of topics relevant to the operations of the Bank and Insurer separately under one umbrella.

Course Description

Provide a brief overview of what is covered during the semester. This information will appear in the printed catalogs and on the web online catalog. Maximum 60 words.

The course will introduce undergraduate students to the definition of deposit, types and basic information, transfer, EFT, check operations, check collection operations, safe deposit box, payment operations, taxes, credit, basic components of credit and credit process, cash credits, corporate credits, eximbank, consumer credits, letter of guarantee, letter of credit, operation of letter of credit, acceptance and bill of guarantee credits, ATM, telephone banking, credit cards, parties, payment cards, legal framework of banking law, types of credits, import-export credits, foreign currency credits, evaluation of credit demands and allocation, buying and selling of effective foreign currency and arbitrage operations, derivative instruments, forward, future, swap, options, capital market operations, government bonds, treasury bills, repo, stock, mutual fund and euro-bond, damage insurance, fire insurance, obligatory quake insurance and damage, transport insurance, engineering insurance, life insurance, private pension insurance, private health insurance, practices for students at drawing insurance contracts.

Course Objectives

Explain the aims of the course. Maximum 100 words.

This course sets out to provide undergraduate students an idea day-to-day banking and insurance operations.

Learning Outcomes

Explain the learning outcomes of the course. Maximum 10 items.

Familiarize the students with concepts; The profit and loss account, The balance sheet, The cash flow statement.

Course Outline

List the topics covered within each week.

Week	Topic(s)
1	Bank and Insurance Business Model
2	Balance Sheets of Banks and Insurance Companies
3	Difference Between Banking and Insurance
4	Balance Sheet Management
5	Types of Available Capital
6	Capital Instruments
7	Regulatory Capital Requirements
8	Reserve Adequacy Tests
9	Preferences and Uncertainty
10	Risk-Weight Assets Optimization
11	Balance Sheet Analysis as Integral Part of Valuation
12	Investment of Capital and Balance Sheet Segmentation
13	Risk Adjusted Return on Capital and Economic Profit
14	Strategy, Risk, and Capital Management Cycle

Textbook(s) <i>List the textbook(s), if any, and other related main course materials.</i>				
Author(s)	Title	Publisher	Publication Year	ISBN
Bank and Insurance Capital Management	Bank and Insurance Capital Management	Wiley Publications	2010	978-0-470-66477-3

Teaching Policy <i>Explain how you will organize the course (lectures, laboratories, tutorials, studio work, seminars, etc.)</i>
There will be one mid-term examination and two or three quizzes which are counted as class participation. In addition to these responsibilities, the students who are taking this class are responsible from homework.

Grading Policy <i>List the assessment tools and their percentages that may give an idea about their relative importance to the end-of-semester grade.</i>								
Assessment Tool	Quantity	Percentage	Assessment Tool	Quantity	Percentage	Assessment Tool	Quantity	Percentage
Quiz	3	%10						
Homework	2	%10						
Midterm	1	%35						
Final Exam	1	%45						

ECTS Workload <i>List all the activities considered under the ECTS.</i>			
Activity	Quantity	Duration (hours)	Total Workload (hours)
Attending Lectures (<i>weekly basis</i>)	14	3	42
Attending Labs/Recitations (<i>weekly basis</i>)	14	-	-
Preparation beforehand and finalizing of notes (<i>weekly basis</i>)	14	1	14
Collection and selection of relevant material (<i>once</i>)	1	3	3
Self study of relevant material (<i>weekly basis</i>)	14	1	14
Homework assignments	4	1	4
Preparation for Quizzes	3	2	6
Preparation for Midterm Exams (<i>including the duration of the exams</i>)	1	7	7
Preparation of Term Paper/Case Study Report (<i>including oral presentation</i>)	-	-	-
Preparation of Term Project/Field Study Report (<i>including oral presentation</i>)	1	7	7
Preparation for Final Exam (<i>including the duration of the exam</i>)	1	10	10
TOTAL WORKLOAD			107
TOTAL WORKLOAD / 25			25
ECTS Credit			4

Program Qualifications vs. Course's Learning Outcomes

Consider the below program qualifications determined in terms of learning outcomes of all the courses in the curriculum and capabilities. Look at the learning outcomes of this course given above. Relate these two using the Likert Scale by marking with X in one of the five choices at the right..

No	Program Qualifications (Specific to each program)	Contribution				
		0	1	2	3	4
BAI-1	Be able to monitor and analyze the dynamics of banking and financial markets.				x	
BAI-2	Be able to utilize the basic knowledge that obtained with an interdisciplinary approach to business, economics, etc. in creating expertise in the fields of Banking and Insurance in accordance with the requirements of the globalized business environment.			x		
BAI-3	Be able to identify and analyze the validity of theories related to the banking and insurance and their relationships with current conditions.				x	
BAI-4	Have a good knowledge of the regulations and legislation underpinning the financial markets and institutions.				x	
BAI-5	Be able to use quantitative techniques and methods that are predominantly used in banking and insurance.				x	
BAI-6	Be able to use the theoretical and practical knowledge obtained in his/her field in analyzing and evaluating data.					x
BAI-7	Be able to construct, analyze and interpret financial and economic models			x		
BAI-8	Be able to understand and evaluate the problems in baking and insurance and to discuss and express his/her opinions clearly.					x
BAI-9	Gain self-evaluation skills to identify exactly his/her self-learning and self-improvement needs, being at the same time equipped with the capacity to follow advanced courses and degree studies.					x
BAI-10	To maintain scientific, social, and ethical standards when collecting, interpreting, and disseminating financial information, and in application of financial ideas.				x	
BAI-11	Be able to know the mechanism how the banking sector works in the global economy.				x	
BAI-12	Be able to have the practical implications of the insurance policy in financial sector.				x	

Contribution Scale to a Qualification: 0-None, 1-Little, 2-Medium, 3-Considerable, 4-Largest