

Kanya Maha Vidyalaya, Jalandhar (Autonomous)

P.G. Department of Economics

Certificate Course in Banking and Mental Ability

Session: 2022-2023

Course Name	Program Name	Course Code	Course Type	Marks				Examination time (in Hours)
				Total	Ext.		CA	
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Banking and Mental Ability	Certificate Course	CBML-1171	C	50	50	--	--	2:00

CERTIFICATE COURSE IN BANKING AND MENTAL ABILITY

Session: 2022-2023

Course Code: CBML- 1171

Duration: 30 Contact Hours

Credits: 2

Marks: 50

COURSE CONTENTS:

Part A

History of Banking, Nationalization of Banking, Recent Merger and Privatization of banks, Cooperative Banking in India: History, Structure and it's working. Regional Rural Banks, Banking Regulation Act 1949.

Reserve Bank of India: History, Structure and Functions. Monetary policy- Objectives and Instruments.

Banking operations: Types of Account, Cheques, NEFT and RTGS, BHIM and UPI, Payment Codes: MICR, IFSC, UTR.

Part B

Analogy: Number Analogy, Letter Analogy and Word Analogy.

Classification Test: Alphabet classification and Number Classification.

Series Completion: Prime Number, Difference, Multiplication, Division, Even and Odd Series, Letter Series, Alpha Numeric Series.

Coding and Decoding. Blood Relations Test. Direction Sense Test.

Seating Arrangements (Linear, Circular, Square, Floor based).

Mirror image and Water image

Eligibility: 10+2

Method of Delivery: Lecture

Examination Pattern: Multiple Choice Questions (MCQs)

Suggested Reading:

1. Experts (2022), *Banking Awareness*, Arihant Publications, India.
2. Experts (2022), *Financial Awareness for Competitive Exam*, Disha Publication.
3. Aggarwal, R.S. (2000), *Modern Approach to Verbal and Non –Verbal Reasoning*, S. Chand Publications, Delhi.
4. Jha, R.K. (2020), *General Intelligence and Reasoning Test*, Arihant Publications, Meerut.

Note: The latest edition of the books is recommended.