

**JYOTI NIVAS COLLEGE AUTONOMOUS  
SYLLABUS FOR 2018 BATCH AND THEREAFTER**

**Programme: B.Voc. (Banking and Finance)**

**Semester: II**

**FINANCE PLANNING**

**Course Code: 18BVB204**

**No. of Hours: 60**

**COURSE OBJECTIVES:**

- To develop an understanding on various stages of financial planning.
- To help financial consultant to set parameters for financial advising.
- To familiarise students with different financial and non-financial instruments available for financial planning.

**LEARNING OUTCOMES:**

- Acquire knowledge of different stages of financial planning that will assist them in rendering financial consultation.
- Understand the role played by the financial adviser in financial planning.
- Evaluate the ethical aspects to be considered while providing financial consultation.

**UNIT 1: Financial Planning & Advising:**

**12HRS**

introduction-importance of financial planning-objectives of financial planning-need for financial planning-introduction-essentials of financial counseling-financial advisor-functions of a financial advisor—roles of financial advisor in different markets-financial advising as a career.

**UNIT 2: Investment planning, tax planning and insurance planning:**

**12HRS**

Investment planning-investment strategies-investment products: moneymarket, gold as an investment option, forexmarket, realestate, derivatives-Introduction to IRDA-ombudsman.Introduction-five heads of income-Residential status-incidence of tax-terminologies used in respect of income tax-Permanence account number, insurance planning.

**UNIT 3: Children's education planning & Real estate investment & estate planning:**

**12HRS**

Introduction-planning for children's future-planning for children's higher education-tax benefits on educational loans.Introduction-benefits of investing in real estate's-strategies-evaluation-limitation-estate planning.

**UNIT 4: Retirement planning**

**12HRS**

Introduction-importance of retirement planning-objectives of retirement planning-core features of a retirement plan Concepts and models of retirement security plans-retirement income streams-national saving certificate-public provident fund-kisanvikaspatra-post office schemes.

**UNIT 5: Preparation of financial plan:****6HRS**

Working with clients-gathering initial information from the client-meeting the clients objectives-selection of investment and insurance policies-implementation-ongoing service.

**UNIT 6: Business ethics and Corporate Governance****6HRS**

Meaning-need-sources-business ethical standards -influence of business ethics on financial advising.corporate governance-meaning and applicability.Financial governance-meaning.

**SKILL COMPONENT**

- Preparation of retirement plan for an individual considering his earnings and monthly expenditure.
- Framing children's education finance plan assuming that an individual has 2 children.
- Approach a post office and collect details about various post office saving schemes.
- Preparation of tax plan for a salaried individual
- Preparation of insurance ( life,health, vehicle) plan for a family
- Preparation of real estate investment plan for an individual (purchase of an apartment)
- Identify the ethical issues related to financial advising.
- Identify the practices followed under corporate governance in a Company.
- Prepare a report on the following topics: Educational loan, personal loan,Consumer durable finance,Loan against properties.
- Critically evaluate reverse mortgage as an option for retirement planning.
- Write a report on educational loans,reverse mortgage,consumer durable finance,personal loans and loan against properties.

**BOOKS FOR REFERENCE**

1. Financial Advising, Indian Institute of Banking & Finance, Macmillan Publishers India Limited, First Edition 2011
2. Business Ethics, Andrew Gane & Dirk Matten, South Asia Edition, 3<sup>rd</sup> Edition, 2010