

**BGN 155 Course Outline as of Fall 2018****CATALOG INFORMATION**

Dept and Nbr: BGN 155 Title: INTRO TO BANKING

Full Title: Introduction to Banking

Last Reviewed: 12/12/2023

Units	Course Hours per Week		Nbr of Weeks		Course Hours Total	
Maximum	3.00	Lecture Scheduled	3.00	17.5	Lecture Scheduled	52.50
Minimum	3.00	Lab Scheduled	0	6	Lab Scheduled	0
		Contact DHR	0		Contact DHR	0
		Contact Total	3.00		Contact Total	52.50
		Non-contact DHR	0		Non-contact DHR	0

Total Out of Class Hours: 105.00

Total Student Learning Hours: 157.50

Title 5 Category: AA Degree Applicable

Grading: Grade Only

Repeatability: 00 - Two Repeats if Grade was D, F, NC, or NP

Also Listed As:

Formerly:

**Catalog Description:**

Comprehensive introduction to the diversified services and operations of the banking industry; banking operations and services banks provide, including loans, deposit accounts and payment processing; electronic banking; financial planning; laws and regulations.

**Prerequisites/Corequisites:****Recommended Preparation:**

Eligibility for ENGL 100 or ESL 100

**Limits on Enrollment:****Schedule of Classes Information:**

Description: Comprehensive introduction to the diversified services and operations of the banking industry; banking operations and services banks provide, including loans, deposit accounts and payment processing; electronic banking; financial planning; laws and regulations.  
(Grade Only)

Prerequisites/Corequisites:

Recommended: Eligibility for ENGL 100 or ESL 100

Limits on Enrollment:

Transfer Credit:

Repeatability: Two Repeats if Grade was D, F, NC, or NP

## **ARTICULATION, MAJOR, and CERTIFICATION INFORMATION:**

**AS Degree:**      **Area**      Effective:      Inactive:

**CSU GE:**      **Transfer Area**      Effective:      Inactive:

**IGETC:**      **Transfer Area**      Effective:      Inactive:

**CSU Transfer:**      Effective:      Inactive:

**UC Transfer:**      Effective:      Inactive:

**CID:**

**Certificate/Major Applicable:**

Certificate Applicable Course

## **COURSE CONTENT**

**Student Learning Outcomes:**

At the conclusion of this course, the student should be able to:

1. Identify elements of bank operations
2. Identify the role banks play in the economy
3. Identify careers in banking

**Objectives:**

At the conclusion of this course, the student should be able to:

1. Explain the key elements of bank operations and services
2. Explain bank regulatory agencies and essential regulations banks must follow
3. Explain the importance of banking relationships: security, customer service and financial planning
4. Explain banking's role as an ethical member of the local and global community
5. Describe careers in banking

**Topics and Scope:**

- I. Banks as Service providers
  - A. Careers in Banking
  - B. Banks and the Community
- II. Overview of Bank Operations and Services
- III. Banks as Businesses
- IV. Deposit Accounts
- V. Payment Systems
- VI. Electronic Banking
- VII. Lending
- VIII. Bank Regulation
  - A. Regulatory agencies
  - B. Review of common regulations - "Banker's Alphabet"

- IX. Personal Financial Planning
- X. Business and International Banking services
- XI. Building banking relationships
- XII. Safeguarding customer information
- XIII. Bank's role in the economy
- XIV. Ethics of banking

**Assignment:**

- 1. Textbook readings (25-30 pages weekly)
- 2. Written homework
- 3. Quizzes (3 - 15) and exams, including essay exams

**Methods of Evaluation/Basis of Grade:**

**Writing:** Assessment tools that demonstrate writing skills and/or require students to select, organize and explain ideas in writing.

Written homework and essay exams	Writing 50 - 60%
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**Problem Solving:** Assessment tools, other than exams, that demonstrate competence in computational or non-computational problem solving skills.

None	Problem solving 0 - 0%
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**Skill Demonstrations:** All skill-based and physical demonstrations used for assessment purposes including skill performance exams.

None	Skill Demonstrations 0 - 0%
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**Exams:** All forms of formal testing, other than skill performance exams.

Quizzes and exams	Exams 40 - 50%
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**Other:** Includes any assessment tools that do not logically fit into the above categories.

None	Other Category 0 - 0%
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**Representative Textbooks and Materials:**

Principles of Banking. 11th ed. American Bankers Association. 2014