

COURSE TITLE: BASICS OF FINANCIAL LITERACY

**DEPARTMENT OF ECONOMIC ADMINISTRATION AND FINANCIAL
MANAGEMENT**

Time: 2 hrs.

End Sem. Exam: 50

Course Objectives

- To foster the professional growth of students, enabling them to take on more challenging roles and responsibilities within their organization or industry.
- To develop the necessary skills and knowledge among students to become financially literate.
- To make the Participants more efficient and productive in their financial work, leading to better outcomes and increased overall financial efficiency.

Syllabus

Unit-I

Financial Literacy : Introduction, Meaning and objectives, Need for Financial Literacy. Role of Financial Education in achieving Financial wellbeing, Advantages of Financial Literacy. Financial goals and Planning, Importance of Financial Planning. (15 Hours)

Unit-II

Key Concept of Personal Finance: Income, Expenditure, Borrowing, Saving, Investment opportunity and financial products, Inflation effects on investment, Time Value of Money, Management of spending and financial discipline. (15Hours)

Suggested Readings:

1. Prof (Dr.) Amit Kumar Singh, Financial Literacy, 10 Reprint, New Delhi ,Taxmann.
2. Hurlock, E.B (2006). Personality Development, 28th Reprint. New Delhi: Tata McGraw Hill.
3. Stephen P. Robbins and Timothy A. Judge (2014), Organizational Behavior 16th Edition: Prentice Hall.
4. Kothari and Mehta ,Financial Literacy to Financial Planning,Nexus Enterprise, New Delhi.
5. Nevar Theodore Malabre, Financial Literacy (understanding to basic financial investment) Noble Financial Investment Inc. Publication , New Delhi.