



PURBASTHALI COLLEGE

DEPARTMENT OF LIBRARY

Vill + P.O:-Parulia, Dist:- Purba Bardwan, Pin No-713513

Email :- english.purbasthalicollege@gmail.com, Visit us : www.purbasthalicollege.com

Date: 10/11/2021

NOTICE

This is to inform all the students of Purbasthali College that the Department of Library is offering an Add-on Course on “Financial Literacy” from November 16, 2021. This course has been designed to enhance your basic knowledge about personal finance. The course will be taught by experienced faculty members of the institution and, who will use a combination of lectures, discussions, and practical examples to help you develop your personal financial skills.

Seats for the course are limited to thirty and candidates will be selected based on the marks (best of four) in 10+2 examination. The duration of the course will be thirty (30) hours. On successful completion of the course certificates will be provided. To enroll, please fill out the application form attached to this notice and submit it along with 1 PP size recent colored photograph, photocopies of 10+2 marksheet and last semester admission receipt to the college office by November 15, 2021.

For further details, please contact the College Librarian.

Ashes Datta

(Ashes Datta)

Course Coordinator

ADD-ON COURSE COORDINATOR
Department Of Library
Purbasthali College
Parulia, Purba Bardhaman.

B. Saha

Principal
Purbasthali College
Parulia, Purba Bardhaman.



PURBASTHALI COLLEGE

ESTD: 2009

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Affiliated to the University of Burdwan

ADD-ON COURSE FINANCIAL LITERACY



DEPARTMENT OF LIBRARY

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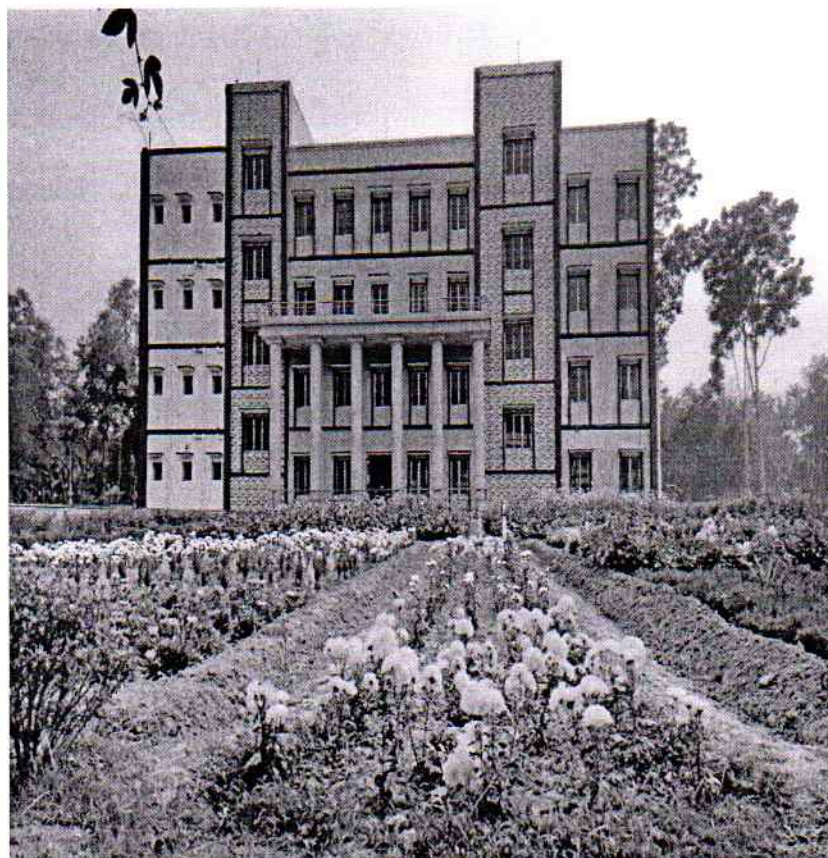
Website: www.purbasthalicollege.com



ABOUT THE COLLEGE

Purbasthali College was established with the aspiration to provide best learning atmosphere to the students of this locality. This is the only degree college in this area. It is a Govt. aided college which is affiliated to the University of Burdwan. Presently, the college provides B.A. Honours and B.A. General Courses. The faculty members of the college are always ready to serve for better learning and all round development of the students. The office staffs are very efficient to meet up the various requirements. Besides

regular teaching and learning activities, the students are encouraged to participate in the various cultural programmes. We endorse the students for indoor and outdoor games. The college infrastructure and facilities are continuously being renovated while new facilities are introduced. The college has a well-qualified and dynamic faculty base who regularly upgrade themselves to enrich teaching-learning processes. In a fast changing academic environment the college is well poised to take on future challenges of higher education. The college is striving to maintain and sustain standards of teaching-learning, research and innovation which continue to guide curricular and co-curricular thrusts of the college.



INTRODUCTION TO THE COURSE

Add-on courses are supplementary programs that offer students the opportunity to enhance their knowledge and skills in specific areas of interest. The Department of Library, under the direction of Internal Quality Assurance Cell, Purbasthali College, provides the students of the college the opportunity to learn and understand personal finances efficiently as part of “Financial Literacy Course”. This course is designed to help students improve their Personal Finances, which has become an essential skill to learn in modern era irrespective of any profession. The course aims to equip students with the necessary pedagogy, using both theoretical discussions as well as practical life examples, to effectively use the basic financial knowledge in different settings, including academic, professional, and personal contexts. The course mainly focuses on developing students' basic level understanding about personal finance, which in turn will develop their interpersonal skills. This add-on course is an excellent opportunity for students to sharpen their basic knowledge and financial skills, to gain a competitive advantage in the job market, and enhance their all-round development.

COURSE OBJECTIVES

The objective of the course is to equip students with the basic knowledge of personal finance to perform effectively both in academic and professional as well as personal life settings. After completing this course the student will be able to:

- Understand essential financial terms and their associating concepts.
- Learn what to do with money and how to grow it to become financially free.
- Understand Power of compounding and why it is called the “eighth wonders of world”.
- Prioritize expenses and focusing more on needs not wants.
- Learn how to save and invest money for future.
- Understand Debt and how to tackle it.

COURSE DURATION

This course is designed for thirty (30) hours which will be completed within 1 month starting from November 16, 2023.

WHO THIS COURSE IS FOR

The Add-on course on Financial Literacy is designed for students who wish to enhance their Basic Financial skills to better perform in professional and personal life. The course is suitable for students who are pursuing undergraduate studies in any discipline and want to improve their proficiency in personal finances. It is particularly useful for students who:

- Are not previously unaware, and poor at personal finance and want to improve their personal finance to become at par with others;
- Want to know about savings skills.
- Want to know about various investment avenues that beats inflation.
- Want to know about debt and its tackling techniques.
- Want to have a financially prosperous and secure future.

ELIGIBILITY

Candidates who have successfully completed the Higher Secondary Examination (10+2) and are currently enrolled in any Undergraduate course in any affiliated college under any university in any stream are eligible to apply for the course. Participants must attend at least 75% of classes without which her/his participation may be terminated at any point in time.

INTAKE CAPACITY

Maximum Thirty (30) students can be accommodated at a time. Students who meet the admission requirements and submit their applications first will be given priority over those who apply later.

ADMISSION PROCEDURE

Admission to this course is open for all. Aspirants are instructed to apply in a prescribed form (available in the College Office). After scrutiny, the library department will select the candidates for this course and notify in the Library Notice Board.

ASSESSMENT MODALITIES

Only those students would be permitted to complete the course who possess minimum 75% attendance. After the completion of the course, participants will be assessed by a viva-voce examination.

Total marks- 30.

Pass Marks (in aggregate)- 12

AVAILABLE INFRASTRUCTURAL FACILITIES

The College has sufficient number of classrooms, smart classrooms and seminar hall with internet broadband connectivity required for the course.

Syllabus

Basics of Financial Literacy: The unit covers definition of the term Financial Literacy, Its scope and coverage, the need for financial literacy, benefits, strategies, and examples.

Power of Compounding: The Unit helps to understand about Power of Compounding, How Does Compounding Work, The Benefits of Compounding Over Time, Formula for Compounding, Examples of compound interest calculations, Strategies for Maximizing the Power of Compounding.

Savings and personal account management: The unit focuses on choosing the Right Type of Savings Account. setting Savings Goals, creating Automatic Savings Deposits, following a Budget Plan, linking Accounts to a Budgeting App, consider Your Savings Untouchable.

Investment options: The unit covers various investment options like, PPF, GPF, EPF, FD, RD, NSC, KVPY, NPS, Mutual funds, Stocks, Bonds, SGB, etc. and their associating pros and cons.

Understanding Debt: The unit focuses on understanding Debt, How Debt Works, Example of Debt, Types of Consumer Debt, Advantages and Disadvantages of Debt, How to Pay Off Debt.

Insurance: The unit further covers what is insurance, necessity of insurance, how insurance works, components of insurance, type of insurance: Health, Life, Home, Car, etc.

Detailed Syllabus:

Sl. No.	Unit Name	Topics Covered	Duration (in hours)
1	Basics of Financial Literacy	<ul style="list-style-type: none">➤ Definition of the term Financial Literacy,➤ Its Scope and Coverage,➤ The need for financial literacy,➤ Benefits,➤ Strategies,➤ Examples	5
2	Power of Compounding	<ul style="list-style-type: none">➤ What is Power of Compounding?➤ How Does Compounding Work?➤ The Benefits of Compounding Over Time➤ Formula for Compounding➤ Examples of compound interest calculations➤ Strategies for Maximizing the Power of Compounding➤ The Role of Time in Compounding➤ Overcoming Obstacles to Compounding	5
3.	Savings and personal account management	<ul style="list-style-type: none">➤ Choosing the Right Type of Savings Account.➤ Setting Savings Goals,➤ Creating Automatic Savings Deposits,➤ Following a Budget Plan,➤ Linking Accounts to a Budgeting App,➤ Consider Your Savings Untouchable.	5
4.	Investment options	<ul style="list-style-type: none">➤ PPF,➤ GPF,➤ EPF,➤ FD,➤ RD,➤ NSC,➤ KVPY,➤ NPS,➤ Mutual funds,➤ Stocks,➤ Bonds,➤ SGB,	5

5.	Understanding Debt	<ul style="list-style-type: none"> ➤ Understanding Debt, ➤ How Debt Works, ➤ Example of Debt, ➤ Types of Consumer Debt, ➤ Advantages and Disadvantages of Debt, ➤ How to Pay Off Debt. 	5
6.	Insurance	<ul style="list-style-type: none"> ➤ What is insurance, ➤ Necessity of insurance, ➤ How insurance works, ➤ Components of insurance, ➤ Type of insurance: Health, Life, Home, Car, etc. 	5

Course Materials:

Standard Textbooks and online resources.

COURSE COORDINATOR

Mr. Ashes Datta, Librarian, Purbasthali College

ADVISORY COMMITTEE

Dr. Bibhas Chandra Saha

Dr. Sukla Bhattacharyya

Mr. Anupam Das

Dr. Suchandra Neogi

Dr. Lipika Ghoshal

Dr. Soumya Mohan Ghosh

RESOURCE PERSONS

The course will be primarily taught by selected faculty members of the college. A tentative list of in-house faculty members includes –

Mr. Ashes Datta

Dr. Soumya Mohan Ghosh

READING LIST

1. “ART OF HANDLING MONEY AND INVESTMENTS: A Practical Guide to Personal Finances” by Rajiv K. Tayal.
2. “Personal Finance for Beginners: Financial Planning for Retirement and the Future” by Martín Arellano.
3. “On My Own Two Feet: A Modern Girl's Guide to Personal Finance” by Manisha Thakor and Sharon Kedar.
4. “Personal Finance for Teens and College Students: The Complete Guide to Financial Literacy for Teens and Young Adults” by Kara Ross.
5. “The Psychology of Money” by Morgan Housel.

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