



Меѓународен Универзитет Визион - International Vision University
 Universiteti Ndërkombëtar Vizion - Uluslararası Vizyon Üniversitesi

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SYLLABUS

COURSE NAME	COURSE CODE	SEMESTER	COURSE LOAD	ECTS
BANK MANAGEMENT	2018	4	180	6

Prerequisite(s)	None
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Course Language	Turkish
Course Type	Required
Course Level	First Cycle
Course Lecturer	
Course Assistants	
Classroom	
Extra Curricular Office Hours and Location	Meeting: Consultancy:

Course Objectives	The main purpose of this course is to give information about banks that play very important role in financial systems and to evaluate and analyze the working principles, financial position and performance of the banks.
Course Learning Outcomes	In the end of this course students will: <ul style="list-style-type: none"> • learn the basic starting places of the banks. • develop decision-making skills. • gain a skills to have an assessment to the bank products and services. • understand the investments and the basic information about the prices of products. • have an ability to compare the credit products. • learn the retail banking products and services. • learn the corporate banking products and services. • learn the credit cards use and get the skills and awareness to create it. • learn the bank professional ethics concepts.
Course Contents	This course aims to explain basic concepts about banks and banking sector. In this context banking operations, economic functions of banks and their effects, banking systems, central bank and relations with other banks, liquidity and risk management in banks, sources and uses of funds in banks, bank marketing, credit decisions, foreign trade operations and letter of guarantee subjects will be explained.

WEEKLY SUBJECTS AND RELATED PREPARATION STUDIES

Week	Subjects	Related Preparation
1	Banking Concept, The Historical Development of Banking and Bank Operations	Related Chapters of Course Sources
2	Economic Functions and Effects of Banks	Related Chapters of Course Sources
3	Central Bank and Its Relationships With Other Banks	Related Chapters of Course Sources
4	Liquidity Management in Banks	Related Chapters of Course Sources
5	Risk Management in Banks	Related Chapters of Course Sources
6	Sources of Funds for Banks	Related Chapters of Course Sources
7	Mid-term Exam	Related Chapters of Course Sources
8	Uses of Funds for Banks	Related Chapters of Course Sources
9	Individual Marketing in Banks	Related Chapters of Course Sources
10	Commercial Marketing in Banks	Related Chapters of Course Sources
11	Credit Process: Credit Concept and Types of Credit	Related Chapters of Course Sources
12	Credit Process: Evaluation of Credit Demands and Decision Process	Related Chapters of Course Sources
13	Foreign Trade Operations	Related Chapters of Course Sources
14	Letter of Guarentee	Related Chapters of Course Sources
15	Final Exam	Related Chapters of Course Sources

ECTS / WORKLOAD TABLE

Presentation / Seminar			
Hours for off-the-classroom study (Pre-study, practice)	14	3	42
Midterm Exam	1	12	12
Final examination	1	14	14
Total Work Load			
ECTS		6	

GENERAL PRINCIPLE RELATED WITH COURSE

Dear students,

In order to be included, learn and achieve full success that you deserve in the courses you need to come well prepared by reading the basic and secondary textbooks. We are expecting from you carefully to obey to the course hours, not to interrupt the lessons unless is very indispensable, to be an active participant on the courses, easily to communicate with the other professor and classmates, and to be interactive by participating to the class discussions. In case of unethical behavior both in courses or on exams, will be acting in framework of the relevant regulations. The attendance of the students will be checked in the beginning, in the middle or at the end of the lessons. Throughout the semester the students who attend to all lectures will be given 15 activity-attendance points in addition to their exam grades.

SOURCES

COMPULSORY LITERATURE		
No	Name of the book	Author's Name, Publishing House, Publication Year
1	Bankacılık: Teori, Uygulama ve Yöntem, Gözden Geçirilmiş İlaveli	Takan, M.&Boyacıoğlu M.A. 2010 3.Basım, Nobel Akademik Yayıncılık
2	Bank Management, Seventh	Koch, T., W. & MacDonald, S., S., 2009
3	Банкарски менаџмент	Тимоти В. Коч, С. Скот Мекдоналд

ADDITIONAL LITERATURE		
No	Name of the book	Author's Name, Publishing House, Publication Year
1	Banka Yönetimi El Kitabı	Yüksel A.S., Yüksel A., Yüksel Ü., 2002 İstanbul: Alfa
2	Bank Management and Portfolio Behavior	Donald Hester and James Pierce
3	Вовед во банкарство	Барбара Касу, Клаудија Цирардоне, Филип Молину

EVALUATION SYSTEM

Underlying the Assessment Studies	NUMBER	PERCENTAGE OF GRADE
Attendance/Participation	15	%10
Project / Event	1	%20
Mid-Term Exam	1	%35
Final Exam	1	%35
TOTAL	17	%100

ETHICAL CODE OF THE UNIVERSITY

In case of the students are cheating or attempt to cheat on exams, and in the case of not to reference the sources used in seminar studies, assignments, projects and presentations, in accordance to the legislations of the Ministry of Education and Science of Republic of Macedonia and International Vision University, will be applied the relevant disciplinary rules. International Vision University students are expected never to attempt to this kind of behavior.