Define Bank.
An institution for lending, borrowing, exchanging, issuing or safeguarding money. It is a financial institution and dealer in money.

Explain various types of banks.

✓ Central bank-RBI
✓ Commercial bank-Canara Bank, State bank of India
✓ Industrial banks-ICICI,IDBI,IFCI
✓ Agricultural banks-NABARD
✓ Exchange banks
✓ Saving bank
✓ Rural bank
✓ Co-operative bank
✓ Foreign banks
✓ Scheduled banks

Explain the functions of banks.

Traditional functions
✓ Accepting deposits
✓ Lending money
✓ Safe deposit lockers
✓ Discounting of bills
✓ Custodian of foreign exchange
✓ Purchasing government security

Modern services
✓ Financial advisory services
✓ Cash management
✓ Wealth management
✓ Insurance
✓ Mutual funds
✓ Investment banking
✓ Debit card and credit card
Explain various types of bank accounts
✓ Savings
✓ Recurring
✓ Current
✓ NRI
✓ EEFC

Explain the procedure for opening a bank account
✓ Selection of bank
✓ Application in prescribed format
✓ KYC
✓ Letter of introduction
✓ Specimen signature
✓ Initial deposit
✓ Scrutiny of documents
✓ Opening an account

Discuss different types of bank loans.
✓ Overdraft
✓ Cash credit
✓ Term loans
✓ Bill discounting

Explain the procedure for obtaining bank loans.
✓ Opening bank account
✓ Application to bank
✓ Application of loan
✓ Compliance of KYC
✓ Scrutiny of loan application
✓ Communication of final decision
✓ Review of loan account

Technology in banking
It includes technology for banking transactions
ATM card
Debit card
Credit card
Net banking
ATM card-Automated Teller Machine-It is a machine installed by bank where a customer can withdraw cash, deposit cash and get information about their accounts 24 hours a day and 365 days in a year.

What are the advantages and limitations of ATM card?

Advantages

- Error-free transaction
- 24X7 services
- Ubiquity
- Efficient services
- No of banking transactions
- Inter-bank transfer

Limitations

- Fear of criminals
- Misuse of PIN
- Technology disorder
- Cyber crime

Debit card-A Debit card is a plastic money or a payment card used to obtain cash, goods and services automatically debiting the payment to card-holders’ bank account.

Explain the advantages and limitations of Debit card.

Advantages

- No need of carrying cash
- Withdrawal of cash
- Record of transactions
- Issued to all bank customers
- Useful for payment
- Hidden fees
- Cyber crime

Limitations

Credit card-
Plastic card issued by bank which can be called as a credit given by bank and can be used for purchasing goods and services.
What are the advantages and limitations of credit card?

Advantages
- Cashless transactions
- Credit period
- Useful for purchasing goods and services
- Universal acceptance

Limitations
- Overspending
- Misuse
- Additional charges

Internet banking- Also known as online banking and e-banking. Its use of electronic media for banking transactions.

What are the advantages and limitations of internet banking?

Advantages
- 24X7 transactions
- Economical charges
- High speed of transactions
- Saving of time and cost

Limitations
- Cyber security
- Technological disorder
- Additional fees