

Module code	Modul name	Short description	Semester	ECTS
<b>Compulsory modules „Foundations of Business Administration and Social Competence“</b>				
4BK-BWLG-10	Foundations of Business Administration, Academic Work, Presentations	Students attain basic knowledge of business administration, which can be built upon in the following semesters. Furthermore, students are familiarized with basic values and the methodology of academic work. They practice the scientific application and presentation of business-related problems. The competence to be obtained in self and time management enables students to independently plan, coordinate and analyze their style of studying and working.	1	5
4BK-INFIN-30	Investment and Financing	Students are familiarized with options to procure debt capital and equity, internal and external financing, for the realization of investment projects and the financing of ongoing operational processes in a company. They acquire knowledge of the content and methods of static and dynamic procedures of investment calculations as a scientific basis of investment decisions. They learn how to evaluate a company in terms of its financial and asset situation and earnings by means of balance sheet analyses and are able to apply this knowledge in case studies. The module matches and corresponds with modules 4BK-BBLF-30 and 4BK-WFMA-10.	3	5
4BK-INTRW-30	Cost and Performance Accounting	Upon completing the module, students are able to select and apply basic instruments of cost and performance accounting in a target-oriented and theoretically founded way and in accordance with the respective practical situation. The module is related to the TOPSIM General Management simulation game, which facilitates a model representation of the complexity of a company's business performance processes. The contents of cost and performance accounting constitute an important part of this simulation game. The simulation game offers students the opportunity to apply the previously attained business knowledge and gain a deeper insight into business interdependencies. They recognize the economic consequences of their decisions. At the same time, the simulation game promotes team management through group work.	3	5
4BK-MARKE-40	Marketing	Upon completing the module, students will have acquired fundamental knowledge of marketing and, in particular, the marketing management process. They understand this process as a systematic analysis, planning and decision-making process and are able to apply it to the financial services sector. By conducting instrument-specific case studies, students practice the integrated use of marketing instruments as well as the solution of tasks and interface problems during the operational implementation.	4	5

		Furthermore, students attain conversational and negotiation skills, which are an essential complement to sales and communication policy and a central factor for success in the financial services business.		
4BK-HRMOP-50	HR Management, Organization and Project Management	Students get to know HR management as a subdomain of business administration. The concept involves a logical orientation towards the professional lifecycle and considers both individual staff members and the organizational perspective, which is then integrated into a resource-oriented view. Furthermore, the module includes basic personnel and conflict management styles. The focus on organization stresses the importance of this discipline as management function. Students acquire fundamental knowledge in the fields of organizational theory and organizational design as well as of concepts of organizational change.	5	5
4BK-CONUF-60	Management Accounting and Corporate Governance	Students attain fundamental theoretical knowledge of conceptions, tasks, structures and instruments of management accounting as a target-oriented service for a company's management. Students are familiarized with managerial subsystems, management tasks as well as the demarcation of management tasks and management accounting tasks in dependence of the respective management accounting conception. They improve their professional and social competence by practicing management decisions and their consequences for the company.	6	5
4BK-EXRW1-10	Foundations of Accounting	Upon completing the module, students are able to manually and independently carry out a practical, exemplary accounting process from the opening up to the closing balance using the technique of double-entry accounting and in due consideration of standard accounting principles. Students know the differences between bank accounting and industrial accounting and are able to implement them in the context of corresponding tasks.	1	5
4BK-EXRW2-20	Annual Financial Statements and Taxes	Upon completing the module, students will be able to independently prepare an exemplary annual financial statement in due consideration of essential commercial and fiscal requirements. Students have acquired fundamental skills in the analysis of annual financial statements using indices and cash flow statements. They are familiar with principal differences between national (commercial and fiscal) and international (IFRS/US-GAAP) accounting principles. They are capable of exemplarily recognizing the effects that different accounting principles have on the respective annual financial statement. Students have knowledge of most relevant tax types and their influence on operational decisions.	2	6
4BK-VWL1-20	Foundations of Macro and	The module aims to familiarize students with the subject of macroeconomics, its tasks, basic concepts and categories as well as economic systems and orders. Furthermore, students get to	2	5

	Microeconomics	know elementary microeconomic contents. The focus is on pricing in dependence on supply and demand on the goods markets. Students recognize the importance of the links between demand for goods, supply of goods and prices of goods for concrete entrepreneurial decisions. They are enabled to analyze and evaluate business-related questions from a macroeconomic perspective.		
4BK-VWL2-30	Macroeconomics 1- National Accounts and Markets	The module aims to familiarize students with the foundations of circular flow, national accounts, functional dependencies and equilibrium processes on the macroeconomic goods-, money- and labor market. Furthermore, the module offers elementary macroeconomic insights. The focus is on fundamental relations of national accounting in an open and closed economy, the saving, investment and consumption function, the IS-LM Model and the interaction of economic submarkets. The special role of money and currency for the development of an economy is stressed.	3	6
4BK-VWL3-50	Macroeconomics2- International Economic and Financial Relations, Business Cycle Theory and Economic Policy	The module aims to familiarize students with foundations of real international economics and international monetary economics. The course content of <i>International economic relations</i> for the degree course in <i>Banking</i> is matched to module 4BK-BBLI-40 (Part on International business). Students understand the business-cycle phenomenon and are able to deal with its theoretical reflection. Furthermore, they have gained theoretical knowledge of the foundations of economic policy and are able to interpret current economic policies.	5	5
4BK-WFMA-10	Business and Financial Mathematics	In this module, students attain the mathematical tools required to successfully deal with specific quantitative business problems. The module procures relevant knowledge, skills and competencies in the following areas of mathematics: matrices calculation, linear restriction systems, linear optimization, differential calculus, integral calculus.	1	5
4BK-WSTAT-40	Economic Statistics and Empirical Research Using SPSS Statistics	In this module, students gain fundamental knowledge and skills that enable them to visualize, prepare and evaluate micro- and macroeconomic data material. They are able to make the most appropriate use of computers for the solution of complex statistical tasks (mean values, measures of statistical dispersion, regression). The acquired knowledge of descriptive and inductive statistical procedures and probability calculation provide the basis for the knowledge transfer in the field of empirical research using SPSS statistics.	4	5
4BK-RECH1-20	Introduction to Law, Civil Law, Commercial and Corporate Law	The module provides an introduction to the foundations and general theories of civil law and juridical working methods. On the basis of case studies, students are familiarized with legal forms of private autonomy (declaration of will, legal transaction, contracts) as well as types and contents of obligatory relations and rules regarding the infringement of contractual obligations. Furthermore, students get to know fundamental principles of property law. Moreover, they	2	5

		acquire knowledge of the special private law for merchants and their auxiliaries. This includes rules regarding the company, the trade register and commercial transactions. Finally, students are given an overview of possible legal forms of corporations. They are to know fundamental differences between business partnerships and corporate enterprises or stock corporations in terms of foundation, management, representation and liability.		
4BK-RECH2-40	Labor Law, Insolvency Law, Commercial Law, Internet Law	Using examples of concrete cases, the module imparts knowledge of individual and collective employment law. Students are familiarized with the legal conditions for establishing or terminating an employment relationship and the content of such relationship. They learn how to deal with collective agreements and gain an insight into codetermination rights. Furthermore, students attain knowledge of insolvency proceedings with regard to both corporate and consumer insolvency. Commercial criminal law focuses on foundations of criminal liability and peculiarities of corporate criminal law. Most relevant economic crimes regulated by law are addressed and transferred to the area of banking. Students are also familiarized with legal frameworks of the information and communication technology as well as the features of Internet law with focus on contractual, copyright and competition law.	4	5
<b>Compulsory modules "Particular Bank Management Competence"</b>				
4BK-BBLG-10	Foundations of Bank Management	The module aims to develop an understanding of the nature and functions of banks, bank transactions, bank systems, financial markets and the foundations of bank regulation as well as banking legislation. Particular focus is laid on the topics of cashless payment transactions, accounts and deposit banking. Students learn the foundations of bank communication. They give oral presentations on pre-defined topics from the areas of bank systems and banking services, thus putting in practice previously acquired knowledge (see module 4BK-BWLG-10). The module is completed by a study trip to <i>Deutsche Bundesbank</i> to consolidate gained knowledge.	1	5
4BK-BBLA-20	Investment Business	Upon completing the module, students will have attained fundamental knowledge of the service areas of classical financial investment and financial innovation including investment advice as well as their framework conditions. The module provides a comprehensive overview of essential asset categories and their return and risk profiles. Apart from stock exchange transactions, the module imparts knowledge of assurance banking. Students hold presentations on pre-defined topics from the service areas of the investment business and, thus, strengthen their professional and communicative competence. The module further includes consultation and sales pitches about the investment business. A study trip to the Frankfurt Stock Exchange and a capital management company completes the module and enables students to consolidate previously acquired knowledge.	2	8

4BK-BBLF-30	Lending Business	The module aims to familiarize students with the service areas of financing of financial institutions and their legal framework conditions. Students are to attain sound knowledge of financing types and loan collaterals in retail and corporate lending, in business with municipal customers as well as in private and commercial property financing, the management of non-performing loans, credit risk management and credit derivatives. Students hold presentations on pre-determined topics from the service areas of the lending business and are thus able to strengthen their professional and social competence. Students carry out case studies and financing negotiations to train the practical feasibility of previously acquired knowledge of the lending business.	3	8
4BK-BBLI-40	International Business and Investment Banking	The module aims to familiarize students with the service areas of international business and investment banking. In particular, focus is laid on corporate finance and an understanding of the complexity of these service areas. International business includes services of financial institutions in international transactions, financing services in international business and foreign exchange transactions of financial institutes. Investment banking deals with financing services that go beyond the classical financing business. "International business" matches with module 4BK-VWL3_50.	4	5
4BK-BBLPV-50	Portfolio, Product and Sales Management	Students gain profound knowledge of portfolio theories and strategies, particularly in terms of bonds and other risky assets and fixed assets, as well as financial engineering and sales management. Lectures that are based on previously attained marketing knowledge and focus on activity types and product range management policy of individual groups of commercial banks and on specific sales approaches aim to consolidate the students' professional knowledge and social competence. Furthermore, students carry out case studies to apply this professional knowledge of product and portfolio development. They are able to evaluate different portfolio strategies and strategies of product range management of financial institutions.	5	6
4BK-BBLST-60	Overall Bank Management and Risk Management	Students acquire basic knowledge on overall bank management, bank controlling as well as risk management and controlling. They are familiarized with annual accounts and consolidated accounting of financial institutes. Students examine the effects stress events have on supervisory requirements and know the importance of auditing in financial institutes. They finally apply their knowledge in the context of the TOPSIM Universal Banking simulation game and present their results. Selected lectures and seminars on overall bank management and risk management are held in English.	6	8
<b>Compulsory module "Language Competence"</b>				

4BK-WENGL-10	English for Business and Financial Services	The module imparts fundamental English language skills regarding the structure, organization and business processes in commercial and financial enterprises. Students can talk about themselves and their professional context in English and deal with everyday communication situations in the professional environment. Furthermore, they are enabled to communicate orally and in writing within their company and with customers. The module is completed with an English-language project report that follows the standards of scientific writing. The module takes the form of a seminar.	1	4
4BK-BENGL-50	Basic English for Banking	The module aims to systematically develop specific language skills in the field of banking. Students are thus enabled to efficiently engage in professional discussions, negotiations and consultations on all banking topics. The module primarily teaches and consolidates lexis and conversational skills. The module takes the form of a seminar.	5	4
4BK-SENGL-60	Specialized English for Banking	Students expand and consolidate their English language skills regarding topics like security transaction, loan business, international trade as well as corporate finance. They can discuss current and specific business topics and analyze technical texts. Students deepen their intercultural competences and communication skills and bring in own practical experience. They attend English-language lectures from the fields of investment banking and overall bank management. They are enabled to understand and confidently use the English language in all service areas of financial institutes.	6	4
<b>Compulsory elective modules: One module from the offered range is to be chosen in the fourth, fifth and sixth semester.</b>				
4BK-WGMIS-40	Foundations and Management of Business Information Systems	The module deals with the conception and use of business information systems based on client-server and database technology. Apart from technical principles, students learn how to use information and communication systems within the value chain of a company, in particular a financial institute. Focus is laid on purpose-built databases and their application for the collection and provision of decision-relevant information. This includes the Internet as a platform for the retrieval, transmission and provision of information. Students run professional Internet searches and carry out exercises and case studies that focus on the creation of applications for the standardized and ad hoc individual data evaluation in relation to financial institutes. The seminars provide the necessary software-related foundations. With special reference to banking issues, the module discusses the organization of the structure and operation of business information systems.	4	4
4BK-WGBPB-40	Consolidation Retail Banking – Integrated Consulting	Students are familiarized with the innovative and future-oriented customer consulting concepts in the private banking sector including Family Office. They understand financial planning, portfolio management, foundation management and generation management as integral parts	4	4

	with Private Banking	of private banking. Students acquire the necessary tools for the integrated consulting of wealthy private customers. Furthermore, the module imparts fundamental knowledge of inheritance law. Under supervision, students develop individual consulting and customer support concepts and carry out complex consultations.		
4BK-WMFKM-50	Management of Medium-sized Corporate Customers	<p>Based on the economic importance of small and medium-sized enterprises for the Federal Republic of Germany, students understand the allocation of small and medium-sized enterprises to the corporate customer division of a bank. From the perspective of an integrated corporate customer service, they are familiarized with classic and alternative financial products that are deployed in the individual stages of a business cycle. Furthermore, students become acquainted with substantial and legal requirements for a company foundation and succession as well as the execution of these processes. They are able to develop a start-up project taking into account macroeconomic and microeconomic aspects as well as provisions of commercial, company and tax legislation. Students also attain knowledge of the evaluation of medium-sized companies in order to determine its selling price. They are familiarized with payment transaction products for corporate customers. Students are capable of making financial decisions in all stages of the business cycle and supporting the company in management decisions.</p> <p>Ausgehend von der volkswirtschaftlichen Bedeutung der mittelständischen Unternehmen für die Bundesrepublik Deutschlands begreifen die Studierenden die Zuordnung des Mittelstandes für den Firmenkundenbereich einer Bank. Sie lernen die in den einzelnen Phasen des Unternehmenszyklus zum Einsatz kommenden klassischen und alternativen Finanzprodukte aus Sicht einer ganzheitlichen Firmenkundenbetreuung kennen.</p> <p>Darüber hinaus lernen die Studierenden inhaltliche und rechtliche Voraussetzungen sowie den Ablauf für eine Unternehmensgründung und Unternehmensnachfolge kennen. Sie sind in der Lage, ein Existenzgründungsprojekt zu erarbeiten und dabei volks- und betriebswirtschaftliche, handels-, gesellschafts- und steuerrechtliche Aspekte zu berücksichtigen. Die Studierenden erwerben weiterhin Kenntnisse zur Bewertung von mittelständischen Unternehmen zum Zweck der Ermittlung des Veräußerungspreises. Sie erwerben Kenntnisse zu den Produkten im Zahlungsverkehr für Firmenkunden.</p> <p>Die Studierenden sind in der Lage, Finanzentscheidungen in allen Phasen des Unternehmenszyklus zu treffen und das Unternehmen bei unternehmerischen Entscheidungen zu unterstützen.</p>	5	4
4BK-WDM-50	Derivatives	In conformity with modules 4BK-BBL A-20, 4BK-BBL F-30 and 4BK-BBL I-40, students acquire	5	4

	Management	detailed knowledge of the structure, content, chances and risks as well as the evaluation and market structure of credit, interest and equity derivatives and other derived financial products. This enables them to practically use and successfully implement the new investment and diversification opportunities as well as hedging and risk management options provided by these products. The module takes an international perspective, but also considers the peculiarities of the German financial market. Furthermore, the lectures discuss supervisory requirements as an integral part of derivatives management as well as ethical and macroeconomic restrictions and dimensions.		
4BK-WTM-60	Treasury Management	Treasury stands for modern finance and risk management of all risk categories, especially of market price and credit risks. In banking practice, the task field ranges from the asset/liability management to a holistic overall bank risk management. Students are familiarized with contents, structure and organization of Treasury Management. They acquire profound knowledge of the place Treasury Management holds within overall bank management and the practical implementation of risk management functions (following up module 4BK-BBLC-60). Using case studies, students are informed about current risk management approaches for different risk types. This basic knowledge can be further applied to the field of financial management in industrial, commercial and insurance companies. Special contents are provided in the form of lectures, seminars and case studies. They refer to current Treasury issues in connection with the design of customer products and the external management of individual assets as special AIF.	6	4
4BK-WSAN-60	Management, Restructuring and Workout of Non-performing Credits	Despite thorough credit assessment, credits can become precarious for different reasons. This puts at risk the contractual relationship between debtor and creditor and causes damage for both contracting parties in case of a total failure of the credit. To prevent this from happening, financial institutes have a management system for such non-performing credits. The module, which is the continuation of mandatory module 4BK-WMFKM-50 and a consolidation of compulsory module 4BK-BBLF-30, profoundly deals with non-performing credits in the corporate customers sector from restructuring to settlement. The highly practical module familiarizes students with the reorganization of a company and thus a credit restructuring as well as workout management. The module comprises a workshop on the restructuring of credits from the bank's perspective.	6	4
<b>Interdisciplinary compulsory elective modules: In addition to the compulsory optional modules, one module from the following range of offers can be chosen in the fourth, fifth and sixth semester.</b>				
4BK-WFSZ-40	International	The seminar imparts the necessary skills for the acquisition of an English language certificate	4	4

	Language Certificate English	(LCCI EFB, Level 2/3; Cambridge Advanced, TOEIC or TOEFL) and thus prepares students for a career abroad, an internship abroad and/or a master program. Furthermore, it enables students to reliably assess their language skills in accordance with the European Reference Framework. The seminar focuses on European commercial correspondence. Upon completing the module, students will have broadened their business communication skills by dealing with tasks from real business life as well as their academic English skills. Moreover, they gain an insight into intercultural diversities in international business and acquire an increased sensitivity towards communicative peculiarities and cultural differences. Focus is laid on intercultural teamwork and the staff-customer relationship, which is of increasing importance in the context of globalization.		
4BK-DIMI-50	Digitalization in the Medium-sized Sector	<p>The module qualifies students for the challenges of digitalization in the medium-sized sector. This includes changes in business processes induced by digitalization in small and medium-sized companies. Upon completing the module, students will be capable of supporting and moderating the development and implementation of a sustainable digitalization strategy by applying Design Thinking methods. They will also have knowledge of software-based best practices, in particular from the fields of HR, finance and customer relationship management, and their adaptation.</p> <p>Upon completing the module, they will be able to develop strategies of digital marketing and sustainable conceptions, ensure their successful implementation and prove their importance for a company's value creation by employing verifiable monitoring and controlling measures. Apart from conceptual competence, students acquire knowledge of the operational use of social media platforms as well as an awareness for the continuous optimization of websites and apps on search engines and usability.</p>	5	4
4BK-OPRE-60	Operations Research	The module Operations Research (OR) imparts profound knowledge in the area of mathematical optimization for the solution of economic problems. Upon completing the module, students will be able to produce models of operational issues and to solve them using suitable OR methods. For this purpose, students acquire knowledge, skills and competences in the following mathematical areas that are relevant for economic sciences: network and network flow problems, linear optimization, integer optimization, dynamic optimization, and non-linear optimization as optimization methods of OR. This content is dealt with in a problem-oriented way using instructive practical examples.	6	4
<b>Practical modules</b>				
4BK-PRAX1-10	Financial Institutions and Their	Students are familiarized with the structure, organization and services offered by their practice partner and gain an insight into the communication relations within the company. Focus is laid	1	6

	Environment	on the economic, social, competitive and regulatory factors that influence the activities of financial institutions. Students consider individual business segments in terms of payment transactions, e-banking and deposit banking. They are directly integrated in practice teams and are thus able to gain important impetus for the development of new or the consolidation of existing social competences. Students strengthen professional knowledge attained in the theoretical modules and apply them to the banking practice. This helps them prepare their first project report in English (module: 4BK-WENGL1-10) and the oral examination at the end of module 4BK-PRAX1-10.		
4BK-PRAX2-20	Investment Business	Students are familiar with the theoretical foundations of the contents imparted in module 4BK-BBLA-20 in the 2 <sup>nd</sup> semester. They learn how to transfer their skills and knowledge of the investment business to operational practice (professional competence). On the basis of different investment types, students work out the corresponding specific products and services offered by the practice company and its affiliated partners. Students acquire sales and consulting competence and improve their capability to think and act independently (methodical and social competence). The module is completed with a project report.	2	6
4BK-PRAX3-30	Financing Business	Students learn to transfer into practice the theoretical skills and knowledge of the financing business acquired in the 3 <sup>rd</sup> semester (professional competence). Focus is laid on the use of different forms of financing in retail banking, real estate business and corporate customers business of the practice company as well as their legal frameworks and pricing. Furthermore, students improve their sales competence and the capability to think and act independently (methodical and social competence). The module is completed with an oral examination.	3	6
4BK-PRAX4-40	Special Problems of the Investment and Financing Business	The module deepens the knowledge of the investment and financing business, retail banking and corporate customers business and imparts practical contents of international business and Corporate Finance. Furthermore, students improve their sales competence and the capability to think and act independently (methodical and social competence). Students solve banking tasks in an increasingly independent way. During the fourth practical semester students can work abroad with a subsidiary of the practice partner or another foreign bank or capital management company. The module is completed with a project report.	4	6
4BK-PRAX5-50	Special Fields and Bank Management	Students are familiar with the theoretical foundations of the modules up to the fifth semester. They have gained specialist knowledge and are enabled to transfer these skills and abilities into operational practice (professional competence). Furthermore, students continue to improve their sales competence, the ability to think and act independently and their conflict management	5	6

		<p>skills. They learn to view the business areas and services of their company in their full context, understand corresponding strategies and recognize possible fields of specialization that they can choose in agreement with their practice partner during the practical phase. Students are able to work independently in complex task areas and gain experience by participating in internal and external projects.</p> <p>The module is completed with an oral examination.</p>		
4BK-BTHES-60	Bachelor Thesis	<p>In their bachelor theses, students solve an industry-specific problem within the stipulated timeframe and in target- and result-oriented way. They are supposed to apply their acquired theoretical, methodological and practical expertise and present their results in a logically structured and comprehensible scientific work. In doing so, previously attained knowledge is deepened and expanded dependent on the chosen topic of the bachelor thesis. In a colloquium, students are to present an exposé that includes a description of the problem, the objective of the thesis as well as the student's approach to dealing with the topic.</p> <p>The results of the bachelor thesis are to be presented and defended in a scientific talk before an examination board.</p>	6	9