



Philadelphia University  
Faculty of -----  
Department of -----  
----- semester, 2007/2008

**Course Syllabus**

<b>Course Title: Commercial Documents and Banking Transactions</b>	<b>Course code: : 410323</b>
<b>Course Level: third year</b>	<b>Course prerequisite (s) and/or corequisite (s) : Introduction to Commercial Law</b>
<b>Lecture Time:</b>	<b>Credit hours: 3 Credit Hours</b>

**Academic Staff**

**Specifics**

<b>Name</b>	<b>Rank</b>	<b>Office Number and Location</b>	<b>Office Hours</b>	<b>E-mail Address</b>
<b>Dr. Bassa Tarawneh</b>	<b>Assistant Professor</b>	<b>313</b>		<b>B</b> <a href="mailto:Tarawneh@philadelphia.edu.com">Tarawneh@philadelphia.edu.com</a> <b>Bassam</b> <a href="mailto:taraeneh@yahoo.com">taraeneh@yahoo.com</a>

**Course module description:**

**6-(410323) Commercial Documents and Banking Transactions**

**Module name: Commercial papers Prerequisite: Introduction to commercial law**

**And banking operations (transactions)**

**Module number: 410323**

**Module number: 330270**

The first part of this course introduces commercial papers, their characteristics, historical development and the efforts to unify the banking law, and then, a study of the withdrawal voucher in respect of its objective and formal conditions, and the return on fulfilling obligations and trading, the maturation date and its conditions, and the case of the bearer referring to the signatories of the bond (voucher) and its conditions, and intervention in acceptance and fulfillment of obligation and its conditions, and prescription and its rules. The course also deals with the order voucher (bond) and its objective and formal conditions, and the manner of trading with it and the rules applied to it, and the check and its objective and formal conditions, and dealings in it, and the manner of presenting it for payment, and withdrawal (recourse) and its conditions, and the multiplicity of copies, distortion and prescription.

The second part of the module deals with banking transactions (operations) insofar as the importance of banks in economic life and the commercial attribute of banking activities and bank accounts, deposits, current accounts, transfers and bank letter of credits, and other activities such as discounting, guarantees and documentary letters of credit.

**Course module objectives:**

1. provide students with the basic as well as advanced knowledge in topics relevant to commercial documents and banking transactions
2. enable students to develop their cognitive and practical skills in this field of law
3. prepare students for legal technical training in this section of law as well as develop their skills in solving problems
4. develop students abilities to apply and prepare theoretical as well as practical legal research papers
5. enable students to effectively interact with others and to work with a team spirit in addition to rapidly responding to the latest developments

**Course/ module components**

- Books (title , author (s), publisher, year of publication)

Book Title	Author	Edition	Publisher	Publishing Year
An explanation of commercial law/commercial documents and banking transactions	Dr. Aziz Alukaili		Althaqafah Publishers	2001

- Support material (s) (vcs, acs, etc).
- Study guide (s) (if applicable)
- Homework and laboratory guide (s) if (applicable).

Examining samples of commercial documents and training to write and discuss its data

Examining samples of banking contracts and method of writing and discussing its sections

Perform some applications in the multipurpose room

**Teaching methods:**

Lectures, discussion groups, tutorials, problem solving, debates, etc.

Methods	Number of Lectures	Scores' distribution
Lectures	35	80%
Multipurpose room and field visits	5	---
Student's involvement in seminars, tutorials, and group discussions	4	5%
Quizzes and Assignments	4	10%
Paper research & Essays (maximum of 3000words)	---	5%
<b>Total</b>	<b>48</b>	<b>100%</b>

**Learning outcomes:**

- **Knowledge and understanding**

**At the end of this module, a student will be able to:**

**A/2 display advanced knowledge in the basic principles of commercial documents and banking transactions**

**A/4 tackle some social, economic and other topics that are related to commercial documents and banking transactions**

- **Cognitive skills (thinking and analysis).**

**B/1 apply theoretical knowledge in topics of commercial documents and banking transactions into practical situations**

**B/2 diagnose and analyze facts and material and legal conducts in this field of law**

**B/4 deduce legal basis and rules from topics of commercial documents and banking transactions along with finding logical solutions bolstered by legal evidence for related cases**

- **Communication skills (personal and academic).**

**C/1 search through commercial documents and banking transactions law to derive rules which provide students with knowledge and enables them to perform practical skills**

**C/3 prepare research papers, worksheets and articles relevant to this field of law using an intact scientific methodology**

**C/5 formulate and prepare banking transactions contracts and various types of commercial documents**

- **Practical and subject specific skills (Transferable Skills).**

**D/2 communicate effectively with others in an independent and collective manner and to develop the ability to work with a team spirit**

**D/6 be prepared in-advance to perform tasks, manage time with precision and a high level of responsibility.**

## Assessment instruments

- Short reports and/ or presentations, and/ or Short research projects
- Quizzes.
- Home works
- Final examination: 50 marks

<u>Allocation of Marks</u>	
Assessment Instruments	Mark
First examination	20%
Second examination	20%
Final examination: 50 marks	50%
Reports, research projects, Quizzes, Home works, Projects	10%
Total	100%

## Documentation and academic honesty

- Documentation style (with illustrative examples)

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- Protection by copyright
- Avoiding plagiarism.

## Course/module academic calendar

**This module consists of (48) hours allocated into (16) weeks, (3) hours a week, divided as follows:**

<b>Week</b>	<b>Subject</b>	<b>Notes</b>
1 <sup>st</sup>	Brief history about the establishment of commercial documents, functions and traits	
2 <sup>nd</sup>	Establishing overdraft document/ substantial and formal conditions	
3 <sup>rd</sup>	The deliberation of overdraft document, endorsement and consignment. Types of endorsement and relevant rules	
4 <sup>th</sup>	Security of payment through overdraft document/in exchange for paying through overdraft document	
5 <sup>th</sup>	Conditions for the presence of an exchange for overdraft document, proof and possession	
6 <sup>th</sup>	Approval/validity conditions, basis and impacts of approval or denial	
7 <sup>th</sup>	Alternative security and joint venture	
8 <sup>th</sup>	Payment value of endorsement document. Document holder recourse to the subscribers	
9 <sup>th</sup>	Document of a (promissory note). Establishment and substantial and formal conditions	
10 <sup>th</sup>	The deliberation of document and relevant rules	
11 <sup>th</sup>	Checks, establishment and substantial and formal conditions	
12 <sup>th</sup>	Cheque exchange securities, the crime of issuing a flash cheque, cheque payment	
13 <sup>th</sup>	Specific types of cheques (crossed, restricted, certified, traveler's )	
14 <sup>th</sup>	Banking transactions, current account/ definition, traits, impacts	
15 <sup>th</sup>	Letters of credit contract, definition, impacts and types	
16 <sup>th</sup>	Documentary credits and letters of security	

### **Expected workload:**

On average students need to spend 2 hours of study and preparation for each 50-minute lecture/tutorial.

### **Attendance policy:**

Absence from lectures and/or tutorials shall not exceed 15%. Students who exceed the 15% limit without a medical or emergency excuse acceptable to and approved by the Dean of the relevant college/faculty shall not be allowed to take the final examination and shall receive a mark of zero for the course. If the excuse is approved by the Dean, the student shall be considered to have withdrawn from the course.

### **Module references**

#### **Books**

<b>Book Title</b>	<b>Author</b>	<b>Edition</b>	<b>Publisher</b>	<b>Publishing Year</b>
Commercial documents/	Fawzi M. Sami		Althaqafa Publishers	2002
Commercial documents	Mahmoud Al-Kilani		Althaqafah Publishers	2001

#### **Journals**

Jordanian law society Journal  
Law Journal  
Official newspaper/ Jordan

#### **Websites**

[www.commercialpaper.com](http://www.commercialpaper.com)

[www.goldsunmoney.com/commercial.htm](http://www.goldsunmoney.com/commercial.htm)

[www.11.geangetown.edu/ic/journals/Ipib/html](http://www.11.geangetown.edu/ic/journals/Ipib/html)