Program Name : **Diploma in Automobile Engineering**

Program Code : **AE**

Semester : **Fifth**

Course Title : **Motor Vehicle Insurance and Valuation (Elective)**

Course Code : **22560**

1. RATIONALE

Our country is one of the leading countries in the world in road accidents today. This situation is further worsening with increasing number of high speed and high load carrying vehicles. With increasing population of vehicle on roads the risk of motor vehicle accidents will increase which leads to increase in motor vehicle insurance claims. In order to process well the Motor insurance claims and to prevent from payment of fraudulent claims insurance sectors must be provided with practitioners who possess comprehensive knowledge and by applying provisions of MVA 1988 and principles of insurance can settle the claims for betterment of individual as well as our country.

2. COMPETENCY

The aim of this course is to help the student to attain the following industry identified competency through various teaching learning experiences:

- **Use motor vehicle acts and insurance policies to assess vehicle damage/theft claims.**

3. COURSE OUTCOMES (COs)

The theory, practical experiences and relevant soft skills associated with this course are to be taught and implemented, so that the student demonstrates the following ***industry oriented*** COs associated with the above mentioned competency:

a. Use principles of general insurance in motor vehicle insurance.
b. Prepare insurance proposals and policy forms for motor vehicles.
c. Use relevant contract insurance forms by planning underwriting risk.
d. Assess the different types of hazards for insurance renewal.
e. Assess different types of insurance claims.

4. TEACHING AND EXAMINATION SCHEME

Teaching Scheme			Credit (L+T+P)	Examination Scheme											
				Theory						Practical					
L	T	P		Paper Hrs.	ESE		PA		Total		ESE		PA		Total	
					Max	Min	Max	Min	Max	Min	Max	Min	Max	Min	Max	Min
3	-	2	5	3	70	28	30*	00	100	40	25@	10	25	10	50	20

(*): Under the theory PA, Out of 30 marks, 10 marks are for micro-project assessment to facilitate integration of COs and the remaining 20 marks is the average of 2 tests to be taken during the semester for the assessment of the cognitive domain UOs required for the attainment of the COs.

***Legends:** L-Lecture; T – Tutorial/Teacher Guided Theory Practice; P - Practical; C – Credit, ESE - End Semester Examination; PA - Progressive Assessment*

5. COURSE MAP (with sample COs, PrOs, UOs, ADOs and topics)

This course map illustrates an overview of the flow and linkages of the topics at various levels of outcomes (details in subsequent sections) to be attained by the student by the end of the course, in all domains of learning in terms of the industry/employer identified competency depicted at the centre of this map.

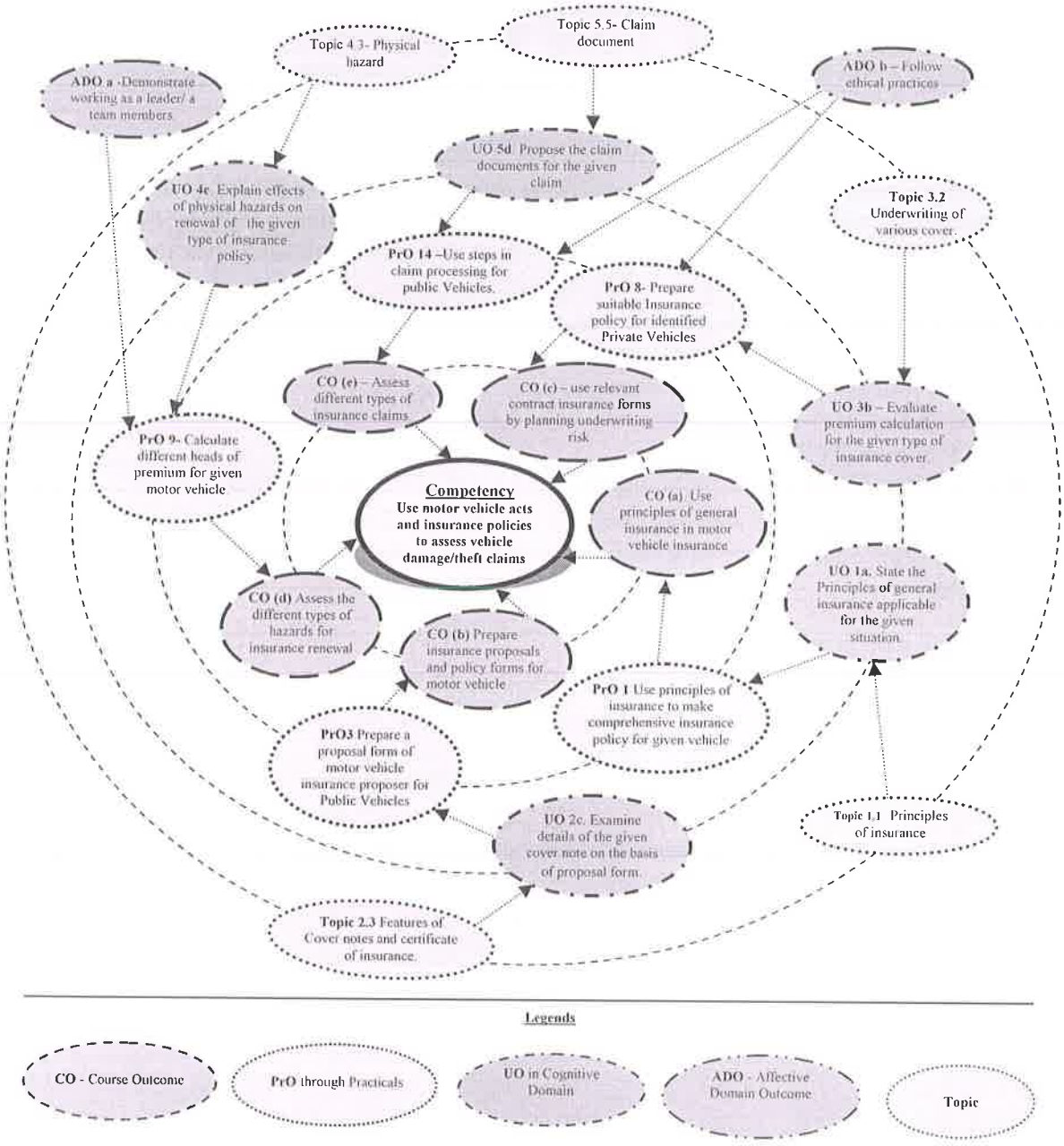

Figure 1 - Course Map

6. SUGGESTED PRACTICALS/ EXERCISES

The practicals in this section are PrOs (i.e. sub-components of the COs) to be developed and assessed in the student for the attainment of the competency.

S. No.	Practical Outcomes (PrOs)	Unit No.	Approx. Hrs. Required
1.	Use Principles of Insurance to make comprehensive policy for	I	02*

S. No.	Practical Outcomes (PrOs)	Unit No.	Approx. Hrs. Required
	given vehicle (either in lab, parking lot or video).		
2.	Use Principles of Insurance to make third party policy for given vehicle (either in lab, parking lot or video).	I	02*
3.	Prepare a proposal form of motor vehicle insurance proposer for Public Vehicles. (using the video).	II	02
4.	Prepare a proposal form of motor vehicle insurance proposer for Private Vehicles.	II	02*
5.	Examine cover note and certificate of insurance issued based on proposal form for Public Vehicles.	II	02
6.	Examine cover note and certificate of insurance issued based on proposal form for Private Vehicles.	II	02*
7.	Prepare suitable Insurance policy for identified Public Vehicles.	II	02
8.	Prepare suitable Insurance policy for identified Private Vehicles.	II	02*
9.	Calculate different heads of premium for given motor vehicle comprehensive insurance by interpreting hazards	III	02*
10.	Calculate different heads of premium for given motor vehicle third party insurance.	III	02*
11.	Justify various possible discounts on insurance renewal for Public Vehicles.	IV	02
12.	Justify various possible discounts on insurance renewal for Private Vehicles.	IV	02*
13.	Assess a wrongly filled insurance renewal/ proposal form.	IV	02
14.	Use steps in claim processing for Public Vehicles.	V	02
15.	Use steps in claim processing for Private Vehicles.	V	02*
16.	Compare insurance ecosystem of a developed country and India.	V	02*
17.	Carry out loss assessment of accident vehicle using video/ photograph.	V	02
	Total		**34**

Note

i. A suggestive list of PrOs is given in the above table. More such PrOs can be added to attain the COs and competency. A judicial mix of minimum 12 or more practical need to be performed, out of which, the practicals marked as '' are compulsory, so that the student reaches the 'Precision Level' of Dave's 'Psychomotor Domain Taxonomy' as generally required by the industry.*

ii. The 'Process' and 'Product' related skills associated with each PrO is to be assessed according to a suggested sample given below:

S. No.	Performance Indicators	Weightage in %
1	Preparation of experimental set up	10
2	Setting and operation	10
3	Safety measures	10
4	Observations and recording	20
5	Interpretation of result and conclusion	30

S. No.	Performance Indicators	Weightage in %
6	Answer to sample questions	10
7	Submission of report in time	10
	Total	**100**

The above PrOs also comprise of the following social skills/attitudes which are Affective Domain Outcomes (ADOs) that are best developed through the laboratory/field based experiences:

a. Follow safety practices.
b. Practice good housekeeping.
c. Demonstrate working as a leader/a team member.
d. Follow ethical practices.

The ADOs are not specific to any one PrO, but are embedded in many PrOs. Hence, the acquisition of the ADOs takes place gradually in the student when s/he undertakes a series of practical experiences over a period of time. Moreover, the level of achievement of the ADOs according to Krathwohl's 'Affective Domain Taxonomy' should gradually increase as planned below:

- 'Valuing Level' in 1st year
- 'Organising Level' in 2nd year and
- 'Characterising Level' in 3rd year.

7. MAJOR EQUIPMENT/ INSTRUMENTS REQUIRED

The major equipment with broad specification mentioned here will usher in uniformity in conduct of experiments, as well as aid to procure equipment by authorities concerned.

S. No.	Equipment Name with Broad Specifications	PrO. S. No.
1.1	Computer system (Any computer system with basic configuration) Processor (CPU):Intel Core i5-6xxx or equivalent Operating System: Microsoft Windows 10 Professional x64 SP1 (free via Imagine. Restrictions may apply.), Memory: 8 GB RAM Storage: 512 GB internal Solid State Drive (SSD) or 1 TB internal HDD Sustainability EPEAT Silver rating (preferably EPEAT Gold) Monitor/Display: 24" " LCD monitor Network Adaptor: 802.11ac 2.4/5 GHz wireless adaptor Other: Webcam, lock, external drive for backups.	All

8. UNDERPINNING THEORY COMPONENTS

The following topics are to be taught and assessed in order to develop the sample UOs given below for achieving the COs to attain the identified competency. More UOs could be added.

Unit	Unit Outcomes (UOs) (in cognitive domain)	Topics and Sub-topics
Unit – I Motor Vehicle Insurance	1a. State the principles of general insurance applicable for the given situation 1b. Select a relevant Motor vehicle insurance policy for the given	1.1 Principles of insurance 1.2 Introduction to motor insurance – need 1.3 Classification of insurance – Act liability only and comprehensive

Unit	Unit Outcomes (UOs) (in cognitive domain)	Topics and Sub-topics
	category of vehicle with justification 1c. Select a competent insurance authority for the given requirement with justification. 1d. State the need of approaching tribunal for third party claim settlement for the given situation with justification.	1.4 Comparison of above insurance policies on following parameters – Risk cover, other provisions, conditions, premium and application of vehicle 1.5 Insurance Regulatory Authority of India (IRDAI): Role, organization structure and its Jurisdiction a) State level organization structure b) Various motor vehicle insurance organizations in India. (Brief comparison) c) Tribunals for third party claim settlement
Unit– II Insurance Proposal and Policy Form	2a Interpret clauses in the given insurance proposal form. 2b Interpret the specified clauses in the given policy form. 2c Examine details of the given cover note on the basis of proposal form. 2d Examine details of certificate of insurance on the basis of given proposal form.	2.1 **Proposal forms:** Bio-data of proposer, previous convictions, garage ownership and registration, cover required, insurance history, no claim discount, claims experience, declaration. 2.2 **Policy Form**: Recital clause, operative clause, avoidance of certain terms and right of recovery, emergency treatment, no claim discount schedule, signature clause, conditions, notification, control of claim and subrogation, cancellation, contribution, maintenance and examination, arbitration, observance of condition. 2.3 **Features of Cover notes and certificate of insurance.**
Unit III- Underwriting An Insurance	3a. Examine various factors considered in underwriting in the given situation. 3b. Evaluate premium calculation for the given type of insurance cover. 3c. Examine provision of compulsory excess in the given category. 3d. Justify the exclusions in insurance cover in the given situation. 3e. Justify insurance contract clause for risk assessment in the given circumstances.	3.1 Underwriting: Need and definition, various aspects of under writing viz. Acceptance of proposal, complete declinature. 3.2 Underwriting of third party cover only, own Damage cover, Third party fire/theft cover, increased premium, exclusion and exclusions of various cover 3.3 Compulsory excess and voluntary excess applicable 3.4 Insurance of Government vehicles and State transport undertaking

Unit	Unit Outcomes (UOs) (in cognitive domain)	Topics and Sub-topics
		(STU)
Unit-IV Insurance Renewal Procedure and Hazards	4a. Describe insurance renewal procedure for the given insurance policy. 4b. Explain effect of moral hazard and its factors on the given type of policy with justification. 4c. Explain effects of physical hazards on renewal of the given type of insurance policy. 4d. Compare effects of various physical hazards and its factors on the given type of insurance policy.	4.1 **Insurance Renewal procedure:** Need and definition and suitable examples 4.2 **Moral Hazard:** Age, acceptation, litigiousness, meaning and examples. 4.3 **Physical Hazard:** Driver-Age and physical conditions, driving history; Vehicle – power, capacity, weight, age, maintenance, design, load used, district garage, forfeiture of custom duty (Meaning and examples)
Unit –V Motor Insurance Surveying and Claim Processing	5a. Interpret legal aspects of surveying from surveyor's perspective in the given situation. 5b. Prepare accident investigation report for the given situation. 5c. Describe duties and responsibilities of Surveyors and loss assessors for the given situation. 5d. Propose the claim documents for the given claim. 5e. Describe loss minimization technique for the given claim.	5.1 Insurance Surveyor – license, jobs functions, opportunity of career mobility, work ethics 5.2 Legal aspects 5.3. Investigation and assessment 5.4 Surveyors and loss assessors 5.5 Claim document 5.6 Arbitration 5.7 Settlement 5.8 Loss minimization, Salvage and Recoveries

***Note**: To attain the COs and competency, above listed UOs need to be undertaken to achieve the 'Application Level' of Bloom's 'Cognitive Domain Taxonomy'.*

9. SUGGESTED SPECIFICATION TABLE FOR QUESTION PAPER DESIGN

Unit No.	Unit Title	Teaching Hours	Distribution of Theory Marks			
			R Level	U Level	A Level	Total Marks
I	Motor vehicle insurance	08	02	04	06	12
II	Insurance proposal and policy form	10	02	04	10	16
III	Underwriting an insurance	10	02	04	08	14
IV	Insurance renewal procedure and hazards	10	02	04	08	14
V	Motor insurance surveying and claim Processing	10	02	04	08	14
Total		**48**	**10**	**20**	**40**	**70**

***Legends:** R=Remember, U=Understand, A=Apply and above (Bloom's Revised taxonomy)*

Note: This specification table provides general guidelines to assist student for their learning and to teachers to teach and assess students with respect to attainment of UOs. The actual distribution of marks at different taxonomy levels (of R, U and A) in the question paper may vary from above table.

10. SUGGESTED STUDENT ACTIVITIES

Other than the classroom and laboratory learning, following are the suggested student-related ***co-curricular*** activities which can be undertaken to accelerate the attainment of the various outcomes in this course: Students should conduct following activities in group and prepare reports of about 5 pages for each activity, also collect/record physical evidences for their (student's) portfolio which will be useful for their placement interviews:

a. Prepare Insurance proposal form
b. Prepare certificate of insurance.
c. Prepare survey assessment report for 2 –wheeler, Private car, Commercial vehicle.
d. Prepare report on role and responsibility of IRDAI and IIISLA
e. Undertake project on accidental repair assessment parameters.

11. SUGGESTED SPECIAL INSTRUCTIONAL STRATEGIES (if any)

These are sample strategies, which the teacher can use to accelerate the attainment of the various learning outcomes in this course:

a. Massive open online courses (***MOOCs***) may be used to teach various topics/sub topics.
b. ***'L' in item No. 4*** does not mean only the traditional lecture method, but different types of teaching methods and media that are to be employed to develop the outcomes.
c. About ***15-20% of the topics/sub-topics*** which is relatively simpler or descriptive in nature is to be given to the students for ***self-directed learning*** and assess the development of the COs through classroom presentations (see implementation guideline for details).
d. With respect to item No.10, teachers need to ensure to create opportunities and provisions for ***co-curricular activities***.
e. Guide student(s) in undertaking micro-projects.
f. Demonstrate students thoroughly before they start doing the practice.
g. Encourage students to refer different websites to have deeper understanding of the subject.
h. Observe continuously and monitor the performance of students in Lab.
i. Demonstrate students thoroughly before they start doing the practice.
j. Encourage students to refer different websites to have deeper understanding of the subject.

12. SUGGESTED MICRO-PROJECTS

Only one micro-project is planned to be undertaken by a student that needs to be assigned to him/her in the beginning of the semester. In the first four semesters, the micro-project are group-based. However, in the fifth and sixth semesters, it should be preferably be ***individually*** undertaken to build up the skill and confidence in every student to become problem solver so that s/he contributes to the projects of the industry. In special situations where groups have to be formed for micro-projects, the number of students in the group should ***not exceed three.***

The micro-project could be industry application based, internet-based, workshop-based, laboratory-based or field-based. Each micro-project should encompass two or more COs which are in fact, an integration of PrOs, UOs and ADOs. Each student will have to maintain dated work diary consisting of individual contribution in the project work and give a

seminar presentation of it before submission. The total duration of the micro-project should not be less than ***16 (sixteen) student engagement hours*** during the course. The student ought to submit micro-project by the end of the semester to develop the industry oriented COs.

A suggestive list of micro-projects is given here. Similar micro-projects could be added by the concerned faculty:

a. For insurance company--- Prepare proposal forms
b. For vehicle user - Compare and suggest appropriate insurance cover.
c. For claimant- Suggest insurance claim procedure with required documents..
d. For surveyor- Prepare survey assessment report.
e. Case study of a major claim settlement.

13. SUGGESTED LEARNING RESOURCES

S. No.	Title of Book	Author	Publication
1	General Insurance in India: Principles and Practices	Sharma, K. C	Regal Publications. ISBN 13: 9788184842241.
2	Indian motor tariff	Insurance Regulatory and Development Authority of India	IRDAI- Government of India Publication
3	Motor vehicle Act	Govt.of India	Lawman; ISBN: 9789384668792, 9384668796
4	The Motor vehicle Act 1988	Govt.of India	Asia Law House SBN: 9789385556845, 9385556843
5	General Insurance Underwriting - IC 45	Agrawal, Rakesh.	The insurance times education series ISBN-13: 978-9381489000

14. SOFTWARE/LEARNING WEBSITES

a. http://www.iiisla.co.in/locate_surveyor.php
b. https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral_NoYearList.aspx?DF=frm|=9.4.1
c. https://www.insuranceinstituteofindia.com/web/guest;jsessionid=BA55BA90D9590B4ECDFB7C0AB93AA25D