

Name Of The Assistant/ Associate Professor:-Renu

Class And Section :-B.Com 6<sup>th</sup> Sem.

Subject:- Bc-602 Auditing

Week	Date	Topics
1.	1-Jan-2018	<b>Introduction</b> -Meaning, Origin & Development, Definition
	2-Jan-2018	Elements, Necessity, Book-Keeping, Auditing & Investigation
	3-Jan-2018	Difference Between Book Keeping And Accountancy, Accountancy And Auditing, Auditing And Investigation
	4-Jan-2018	Nature, Scope And Basic Concepts Of Auditing
	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	Auditing Principals, Qualities And Types Of Auditor
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	<b>Objects</b> -Main, Subsidiary
	9-Jan-2018	Detection Of Frauds And Other Objects
	10-Jan-2018	Difference Between Error And Fraud
	11-Jan-2018	Auditor Responsibility With Regard To Undetected Frauds And Errors
	12-Jan-2018	Advantages Of Audit
	13-Jan-2018	Limitations Of Audit
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	<b>Types Of Audit</b> -According To The Organization, Practically
	16-Jan-2018	Continuous Audit, Periodical Audit
	17-Jan-2018	Interim Audit, Cash Audit
	18-Jan-2018	Cost Audit, Management Audit
	19-Jan-2018	Internal Audit And External Audit, Differences
	20-Jan-2018	Internal Auditor And Statuary Auditor
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basantpanchami</b>
	23-Jan-2018	<b>Audit Process And Audit Programme</b> -Preparation Before Audit, Audit Programme-Meaning, Objectives Etc.
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Advantages And Disadvantages Of Audit Programme Audit Notebook
	28-Jan-2018	<b>Sunday</b>
5.	29-Jan-2018	Audit Working Paper
	30-Jan-2018	Method And Procedure Of Audit Work
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>

Name Of The Assistant/ Associate Professor :-Renu

Class And Section:-B.Com 6<sup>th</sup> Sem.

Subject :- Bc-602 Auditing

Week	Date	Topics
1.	1-Feb-2018	<b>Internal Control-</b> Definition, Objects And Forms Etc.
	2-Feb-2018	<b>Internal Checking,</b> Meaning, Features Advantages Etc.
	3-Feb-2018	Disadvantages Of Internal Check, Difference
	4-Feb-2018	<b>Sunday</b>
2.	5-Feb-2018	Purchases, Purchases Return And Internal Check
	6-Feb-2018	Credit Late, Sales Return And Internal Check
	7-Feb-2018	Cash Book, Cash Sales And Internal Check
	8-Feb-2018	Cash Receipt, Cash Payment And Internal Check
	9-Feb-2018	Wages And Internal Check, Internal Audit
	10-Feb-2018	<b>Maharshidayanandsaraswatijyanti</b>
	11-Feb-2018	<b>Sunday</b>
3.	12-Feb-2018	<b>Routine Checking And Vouching-</b> Meaning, Objects
	13-Feb-2018	<b>Mahashivratri</b>
	14-Feb-2018	Importance, Voucher- Meaning, Definition, Kinds
	15-Feb-2018	Important Items Of Receipts Side
	16-Feb-2018	Important Items Of Payment Side
	17-Feb-2018	Vouching Of Different Record Books
	18-Feb-2018	<b>Sunday</b>
4.	19-Feb-2018	<b>Verification Of Assets And Liabilities-</b> Meaning, Objectives, Importance
	20-Feb-2018	General Rules Of Verification, Auditors Duty
	21-Feb-2018	Verification Of Assets-Freehold Land And Building, Leasehold Properties
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Plant & Machinery, Furniture, Loose Tools, Livestock,Investment, Stock-In-Trade,
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
5.	26-Feb-2018	Debtors, Br, Cash In Hand And Bank, Cash In Transit ,Loan On Mortgage, Goodwill, Patent Trade Mark, Copyrights
	27-Feb-2018	Verification Of Liabilities
	28-Feb-2018	<b>Appointment, Power, Duties-</b> Introduction, Sole Proprietorship Concern, Partnership Concern

Name Of The Assistant/ Associate Professor :-Renu

Class And Section:-B.Com 6<sup>th</sup> Sem.

Subject :- Bc-602 Auditing

Week	Date	Topics
1.	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	Company Concern- Appointment Of Co. Auditor, Remuneration, Removal Of Auditor
	4-Mar-2018	<b>Sunday</b>
2.	5-Mar-2018	Rights And Power, Duties Of Auditor
	6-Mar-2018	Liabilities Of An Auditor- Civil Liabilities
	7-Mar-2018	Liability Under Companies Act, Protection Against Breach Of Duty
	8-Mar-2018	Joint Auditor, Branch Auditor
	9-Mar-2018	<b>Audit Report-</b> Meaning, Definition, Importance
	10-Mar-2018	Subject-Matter Of Audit Report, True And Fair
	11-Mar-2018	<b>Sunday</b>
3.	12-Mar-2018	Matter To Be Considered While Preparing Report, Types Of Audit Report
	13-Mar-2018	Specimen Of Audit Report, Audit Certificate
	14-Mar-2018	Difference Between Clean And Qualified Report, Audit Report And Audit Certificate
	15-Mar-2018	<b>Investigation-</b> Meaning, Definition, Diff. Between Auditing And Investigation
	16-Mar-2018	Inquiry And Investigation, Necessity Of Investigation
	17-Mar-2018	Procedure Of Investigation, Types Of Investigation
	18-Mar-2018	<b>Sunday</b>
	4.	19-Mar-2018
20-Mar-2018		<b>Audit Of E- Commerce Transection-</b> Introduction, Historical Prospective
21-Mar-2018		<b>2<sup>nd</sup> Sessional</b>
22-Mar-2018		Traditional Commerce And E-Commerce ,The Effect Of E-Commerce On Audit Process
23-Mar-2018		<b>Shaheedidiwas Of Bhagatsingh,Rajguru,&amp;Sukhdev</b>
24-Mar-2018		Audit Of E-Commerce Transactions
25-Mar-2018		<b>Sunday</b>
5.		26-Mar-2018
	27-Mar-2018	Professional Ethics Under Chartered Accounts Act, 1949
	28-Mar-2018	Do
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Problem Solving Session
	31-Mar-2018	Problem Solving Session

Name Of The Assistant/Associate Professor:-Renu

Class And Section:- B.Com 6<sup>th</sup> Sem.

Subject:- Bc-602 Auditing

Week	Date	Topics
1.	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Entry Of Name In The Register, Fellows And Associates
	3-Apr-2018	Do
	4-Apr-2018	Disability, Reasons For Removal Of Name From Register
	5-Apr-2018	Do
	6-Apr-2018	Enquiry Of Misconduct, Appeals Against The Order Of Disciplinary Committee
	7-Apr-2018	Test
	8-Apr-2018	<b>Sunday</b>
2.	9-Apr-2018	Professional Misconduct Under Schedule Of Chartered Accountant Act And Apart From Schedules
	10-Apr-2018	Do
	11-Apr-2018	Revision
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	Test
	15-Apr-2018	<b>Sunday</b>
3.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	Revision
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Test
	22-Apr-2018	<b>Sunday</b>
4.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

## Lesson Plan

**Name Of The Assistant/ Associate Professor:-Renu**

**Class And Section:- M.Com(F)**

**Subject :- Mc-409 Service Marketing**

Week	Date	Topics
1.	1-Jan-2018	Service Marketing Concept
	2-Jan-2018	Service Marketing Classification
	3-Jan-2018	Role Of Service Marketing In India
	4-Jan-2018	Role Of Service Marketing In Business
	5-Jan-2018	Buying Process For Service Concept
	6-Jan-2018	Buying Process Merits, Demerits
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Buying Process Model
	9-Jan-2018	Customer Expectation Of Service
	10-Jan-2018	Customer Relationship With Marketing
	11-Jan-2018	Customer Relation With Management
	12-Jan-2018	Role Of Customer In Marketing Management
	13-Jan-2018	Customer Perception Concept
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Customer Perception Merits , Demerits
	16-Jan-2018	Role Of Customer Perception In Marketing
	17-Jan-2018	Relationship Customer Perception With Market Environment
	18-Jan-2018	Marketing Mix Concept , Meaning, Characteristics
	19-Jan-2018	Importance Of Marketing Mix
	20-Jan-2018	Test
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basantpanchami</b>
	23-Jan-2018	Factor Affecting Marketing Mix In Marketing
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Role Of Marketing Mix In Marketing Environment
	28-Jan-2018	<b>Sunday</b>
5.	29-Jan-2018	Service Quality Concept
	30-Jan-2018	Dimension Of Service Quality, Model Of Service Quality
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>

Name Of The Assistant/ Associate Professor :-Renu

Class And Section:- M.Com(F)

Subject :- Mc-409 Service Marketing

Week	Date	Topics
1.	1-Feb-2018	Relationship Marketing Concept,Meaning
	2-Feb-2018	Goals Of Relationship Marketing
	3-Feb-2018	Importance Merits ,Demerits Of Relationship Marketing
	4-Feb-2018	<b>Sunday</b>
2.	5-Feb-2018	Service Market Segmentation Concept
	6-Feb-2018	Service Market Segmentation Type
	7-Feb-2018	Service Market Segmentation Merits ,Demerits
	8-Feb-2018	Service Market Targeting Concept,Importance
	9-Feb-2018	Role Of Service Market Targeting In Indian Market
	10-Feb-2018	<b>Maharshidayanandsaraswatiyanti</b>
	11-Feb-2018	<b>Sunday</b>
3.	12-Feb-2018	Customer Retention Strategies
	13-Feb-2018	<b>Mahashivratri</b>
	14-Feb-2018	Role Of Customer Retention Strategies In Marketing
	15-Feb-2018	Service Development Concept
	16-Feb-2018	Steps In Service Development
	17-Feb-2018	Service Blueprinting Concept
	18-Feb-2018	<b>Sunday</b>
4.	19-Feb-2018	Approaches To Service Delivery
	20-Feb-2018	Customer Feedfack Concept
	21-Feb-2018	Merits,Demerits Of Customer Feedfact For Service Marketing
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Service Recovery Concept ,Physical Environment Of Service
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
5.	26-Feb-2018	Importance Of Physical Environment Of Service,Communication And Promotion Of Service Concept
	27-Feb-2018	Main Problems,Objectives
	28-Feb-2018	Communication Mix And Straties

### Lesson Plan

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Name Of The Assistant/ Associate Professor :-Renu

Class And Section:-B.Com(F)

Subject :- Mc-409 Service Marketing

Week	Date	Topics
1.	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	Pricing Of Services Concept,Characterstics
	4-Mar-2018	<b>Sunday</b>
2.	5-Mar-2018	Approaches Of Pricing Of Services
	6-Mar-2018	Pricing Strategies
	7-Mar-2018	Distribution Of Service Concept
	8-Mar-2018	Channels
	9-Mar-2018	Key Intermediaries
	10-Mar-2018	Role Of Distribution Of Service In Marketing
	11-Mar-2018	<b>Sunday</b>
3.	12-Mar-2018	Effective Service Delivery Concept
	13-Mar-2018	Importance Of Effective Service Delivery
	14-Mar-2018	Strategies For Effective Service Delivery

	15-Mar-2018	Managing Service Employees Concept
	16-Mar-2018	Importance Of Managing Service Employees
	17-Mar-2018	Role Of Contact Personnel
	18-Mar-2018	<b>Sunday</b>
4.	19-Mar-2018	Managing Service Delivery Employees
	20-Mar-2018	Benefit For Service Delivery Employees
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Managing Customer Concept ,Cutomer Participation In Marketing
	23-Mar-2018	<b>Shaheedidiwas Of Bhagatsingh,Rajguru,&amp;Sukhdev</b>
	24-Mar-2018	Strategies For Enhancing Customer Participation
	25-Mar-2018	<b>Sunday</b>
5.	26-Mar-2018	Problem Solving Session
	27-Mar-2018	Problem Solving Session
	28-Mar-2018	Problem Solving Session
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Problem Solving Session
	31-Mar-2018	Class Test

**Lesson Plan**

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**Name Of The Assistant/Associate Professor:-Renu****Class And Section:-M.Com(F)****Subject:- Mc-409 Service Marketing**

Week	Date	Topics
1.	1-Apr-2018	Customer Protection Concept
	2-Apr-2018	Do
	3-Apr-2018	Customer Protection Act
	4-Apr-2018	Do
	5-Apr-2018	Customer Ehics In Service
	6-Apr-2018	Do
	7-Apr-2018	Role Of Customer Protection And Ethics In Marketing Management
	8-Apr-2018	<b>Sunday</b>
2.	9-Apr-2018	Do
	10-Apr-2018	Revision
	11-Apr-2018	Revision
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	<b>Dr. Ambedkarjyanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>
3.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashuramajyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
4.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

**Lesson Plan****Name Of The Assistant/ Associate Professor:-Renu****Class And Section:-B.Com(F)****Subject :- Bc-601 Management Accounting**

Week	Date	Topics
1.	1-Jan-2018	Management Accouting,Meaning,Characterstics
	2-Jan-2018	Nature,Signification And Scope
	3-Jan-2018	Rules And Techniques Of Management Accouting
	4-Jan-2018	Difference Between Cost Accouting And Management Accouting

	5-Jan-2018	Cost Control Meaning,Characterstics
	6-Jan-2018	Cost Control Types
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Factor Affecting Cost Control
	9-Jan-2018	Cost Reduction Meaning,Characterstics
	10-Jan-2018	Importance Of Cost Reduction
	11-Jan-2018	Cost Management Meaning,Charaterstics
	12-Jan-2018	Types Of Cost Management
	13-Jan-2018	Role Of Cost Management In Accounting
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Budgeting And Budgetary Cntrol
	16-Jan-2018	Concept Of Budget And Budgetary Control ,Objectives
	17-Jan-2018	Merits And Limitation
	18-Jan-2018	Types Of Budgetary Control And Budgeting
	19-Jan-2018	Method Of Budgeting And Budgetary Control
	20-Jan-2018	Budget Administration
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basantpanchami</b>
	23-Jan-2018	Functional Budgets,Meaning,Charaterstics
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Types Of Functional Budget ,Fixed And Flexible Budget
	28-Jan-2018	<b>Sunday</b>
5.	29-Jan-2018	Zero Base Budget Meaning,Characterstics
	30-Jan-2018	Importance Of Zero Base Budget
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>

## Lesson Plan

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**Name Of The Assistant/ Associate Professor :-Renu**

**Class And Section:-B.Com (F)**

**Subject :- Bc-601 Management Accounting**

Week	Date	Topics
1.	1-Feb-2018	Programme And Performance Budget Meaning,Characterstics
	2-Feb-2018	Importance Of Programme And Performance Budget
	3-Feb-2018	Role Of Programme And Performance Budget In Accounting
	4-Feb-2018	<b>Sunday</b>
2.	5-Feb-2018	Standard Costing Concept,Significance
	6-Feb-2018	Advantages,Limitation
	7-Feb-2018	Applications Of Standard Costing
	8-Feb-2018	Variance Analysis Concept,Significance
	9-Feb-2018	Advantages,Limitation
	10-Feb-2018	<b>Maharshidayanandsaraswatiijyanti</b>
	11-Feb-2018	<b>Sunday</b>

3.	12-Feb-2018	Application Of Variance Analysis
	13-Feb-2018	<b>Mahashivratri</b>
	14-Feb-2018	Absortion Vs Variable Costing Meaning, Type
	15-Feb-2018	Method Of Absortion Costing
	16-Feb-2018	Income Determination Of Absortion Costing
	17-Feb-2018	Material Variance Analysis
	18-Feb-2018	<b>Sunday</b>
4.	19-Feb-2018	Types Of Material Analysis
	20-Feb-2018	Labour Variance Analysis
	21-Feb-2018	Method Of Labour Variance Analysis
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Cost-Volume-Profit Analysis,Importance Of Cost-Volume-Profit
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
5.	26-Feb-2018	Method Of Cost-Volume-Profit,Factor Affecting Cost-Volume-Profit Analysis
	27-Feb-2018	Test
	28-Feb-2018	Break-Even Analysis Meaning,Charactersticks

Name Of The Assistant/ Associate Professor :-Renu

Class And Section:-B.Com(F)

Subject :- Bc-601 Marketing Management

Week	Date	Topics
1.	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	Algebraic Method Of Break-Even Analysis
	4-Mar-2018	<b>Sunday</b>
2.	5-Mar-2018	Graphic Method Of Break-Even Analysis
	6-Mar-2018	Contribution Of Meaning,Characterstics
	7-Mar-2018	Importance Of Contribution
	8-Mar-2018	Method Of Contribution
	9-Mar-2018	Test Of Break-Even-Analysis
	10-Mar-2018	Test Ofcontribution
	11-Mar-2018	<b>Sunday</b>
3.	12-Mar-2018	P/V Ratio Meaning,Characterstics
	13-Mar-2018	Method Of P/V Ratio
	14-Mar-2018	Method Of P/V Ratio
	15-Mar-2018	Test Of P/V Ratio
	16-Mar-2018	Break-Even-Point Meaning,Characterstics
	17-Mar-2018	Method Of Break-Even-Point
	18-Mar-2018	<b>Sunday</b>
4.	19-Mar-2018	Margin Of Safety Meaning,Characterstics
	20-Mar-2018	Method Margin Of Safety
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Factor Affecting Margin Of Safety
	23-Mar-2018	<b>Shaheedidiwas Of Bhagatsingh,Rajguru,&amp;Sukhdev</b>
	24-Mar-2018	Angle Of Incidence
	25-Mar-2018	<b>Sunday</b>
5.	26-Mar-2018	Problem Solving Session
	27-Mar-2018	Problem Solving Session
	28-Mar-2018	Problem Solving Session
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Problem Solving Session
	31-Mar-2018	Class Test

Name Of The Assistant/Associate Professor:-Renu

Class And Section:-B.Com(F)

Subject:- Bc-601 Management Accounting

Week	Date	Topics
1.	1-Apr-2018	Cost Indifference Point Meaning,Characterstics
	2-Apr-2018	Do
	3-Apr-2018	Determination Of Cost Indifference Point
	4-Apr-2018	Do
	5-Apr-2018	Responsibility Accountingconcept,Signification,Types Of Responsibility Centers
	6-Apr-2018	Do
	7-Apr-2018	Divisional Performance Mearsurement
	8-Apr-2018	<b>Sunday</b>

2.	9-Apr-2018	Financial Measures
	10-Apr-2018	Do
	11-Apr-2018	Revision
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	<b>Dr. Ambedkarjyanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>
3.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashuramajyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
4.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

Name Of The Assistant/ Associate Professor:-Renu

Class And Section :-Bba-Final

Subject :- Bba-308 Entrepreneurship Development

Week	Date	Topics
1.	1-Jan-2018	Meaning And Nature Of Entrepreneurship
	2-Jan-2018	Scope Of Entrepreneurship
	3-Jan-2018	Meaning And Definition Of An Entrepreneur
	4-Jan-2018	Characteristics Of A Successful Entrepreneur
	5-Jan-2018	Quality Of A Successful Entrepreneur
	6-Jan-2018	Relationship Between Entrepreneurships Development And Economic Development
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Suggestion For Improving Relationship Between Entrepreneurships And Society
	9-Jan-2018	Social Responsibility Of Business
	10-Jan-2018	New Venture Development(Concept)
	11-Jan-2018	Feature, Objectives Of Venture Development
	12-Jan-2018	Classification Importance Of Project
	13-Jan-2018	Stages For Setting Up A Unit
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Sources Of Working Capital(Meaning, Nature)
	16-Jan-2018	Short Term Working Capital
	17-Jan-2018	Long Term Working Capital
	18-Jan-2018	Working Capital Management In Msmes
	19-Jan-2018	Sources Of Financing Working Capital
	20-Jan-2018	Equity Share Capital
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basantpanchami</b>
	23-Jan-2018	Preference Share Capital, Debenture
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Angel Or Venture Capital Fund
	28-Jan-2018	<b>Sunday</b>
5.	29-Jan-2018	New Channels Of Financial Aid
	30-Jan-2018	Test
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>

Name Of The Assistant/ Associate Professor :-Renu

Class And Section:- Bba-Final

Subject :- Bba-308 Entrepreneurship Development

Week	Date	Topics
1.	1-Feb-2018	Government Assistance In Promoting Entrepreneurship
	2-Feb-2018	Non Govt. Assistance In Promoting Entrepreneurship
	3-Feb-2018	Need For Institutional Support
	4-Feb-2018	<b>Sunday</b>
2.	5-Feb-2018	Central Govt. Institution
	6-Feb-2018	State Govt. Institution
	7-Feb-2018	Other Agencies
	8-Feb-2018	Financial Institution
	9-Feb-2018	Industry Association
	10-Feb-2018	<b>Maharshidayanandsaraswatiyanti</b>
	11-Feb-2018	<b>Sunday</b>
3.	12-Feb-2018	Arranging Finance For Ssi Unit
	13-Feb-2018	<b>Mahashivratri</b>
	14-Feb-2018	Test
	15-Feb-2018	Financial Assistance(Meaning, Feature)
	16-Feb-2018	Idbi( Introduction, Feature, Procedure)
	17-Feb-2018	Ifci( Introduction, Feature, Procedure)
	18-Feb-2018	<b>Sunday</b>
4.	19-Feb-2018	Irbi( Introduction, Feature, Procedure)
	20-Feb-2018	Lic( Introduction, Feature, Procedure)
	21-Feb-2018	Uti( Introduction, Feature, Procedure), Sidbi( Introduction, Feature, Procedure)
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Exim Bank( Introduction, Feature, Procedure)
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
5.	26-Feb-2018	Rctc( Introduction, Feature, Procedure),Sfc( Introduction, Feature, Procedure)
	27-Feb-2018	Pfc( Introduction, Feature, Procedure)
	28-Feb-2018	<b>Holiday</b>

Name Of The Assistant/ Associate Professor :-Renu

Class And Section:- Bba-Final

Subject :- Bba-308 Entrepreneurship Development

Week	Date	Topics
1.	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
2.	5-Mar-2018	Sidc( Introduction, Feature, Procedure)
	6-Mar-2018	Psidc( Introduction, Feature, Procedure)
	7-Mar-2018	Kssidc( Introduction, Feature, Procedure)
	8-Mar-2018	Cosidici( Introduction, Feature, Procedure)
	9-Mar-2018	Nabard( Introduction, Feature, Procedure)
	10-Mar-2018	Ridf( Introduction, Feature, Procedure)
	11-Mar-2018	<b>Sunday</b>
3.	12-Mar-2018	Kvic( Introduction, Feature, Procedure)
	13-Mar-2018	Entrepreneurial Strategies
	14-Mar-2018	Projecting Market Share-Pricing Product
	15-Mar-2018	Distribution Promotion Plan
	16-Mar-2018	Sales Potential
	17-Mar-2018	Ten Entrepreneurial Strategies
	18-Mar-2018	<b>Sunday</b>
4.	19-Mar-2018	Meaning And Feature Of Business Plan
	20-Mar-2018	Advantage Of Good Plan
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Need Of A Good Plan,Advantage Of Business Plan
	23-Mar-2018	<b>Shaheedidiwas Of Bhagatsingh,Rajguru,&amp;Sukhdev</b>
	24-Mar-2018	Element Of Business Plan
	25-Mar-2018	<b>Sunday</b>
5.	26-Mar-2018	Problem Solving Session
	27-Mar-2018	Problem Solving Session
	28-Mar-2018	Problem Solving Session
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Problem Solving Session
	31-Mar-2018	Problem Solving Session

Name Of The Assistant/Associate Professor:-Renu

Class And Section:-Bba-Final

Subject:- Bba-308 Entrepreneurship Development

Week	Date	Topics
1.	1-Apr-2018	Outlines Of Business Plan
	2-Apr-2018	Do
	3-Apr-2018	Future Of Entrenurenurship
	4-Apr-2018	Do
	5-Apr-2018	Do
	6-Apr-2018	Problem Solving
	7-Apr-2018	Problem Solving
	8-Apr-2018	<b>Sunday</b>
2.	9-Apr-2018	Revision
	10-Apr-2018	Revision
	11-Apr-2018	Revision
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	<b>Dr. Ambedkarjyanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>
3.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashuramajyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
4.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

Name Of The Assistant/ Associate Professor: Renu

Class And Section: B.Com 2<sup>nd</sup>

Subject: Financial Management Paper Code: 403

Week	Date	Topics
1	1-Jan-18	Financial Management: Nature & Significance
	2-Jan-18	Scope And Objectives Of Financial Management
	3-Jan-18	Functions Of Financial Management
	4-Jan-18	Functional Areas Of Financial Management
	5-Jan-18	Changing Role Of Financial Management In India
	6-Jan-18	Revision
	7-Jan-18	Sunday
	2	8-Jan-18
9-Jan-18		Financial Forecasting-Need & Importance
10-Jan-18		Techniques Of Financial Forecasting
11-Jan-18		Drafting A Financial Plan; Capitalization,
12-Jan-18		Overcapitalisation: Meaning
13-Jan-18		Overcapitalisation :Casuses
14-Jan-18		Sunday
3		15-Jan-18
	16-Jan-18	Undercapitalisation: Meaning
	17-Jan-18	Undercapitalisation: Cuases
	18-Jan-18	Undercapitalisation: Remedies
	19-Jan-18	Sources Of Finance: Short Term
	20-Jan-18	Sources Of Finance: Medium Term
	21-Jan-18	Sunday
	4	22-Jan-18
23-Jan-18		Sources Of Finance: Long Term
24-Jan-18		Sir Chhotu Ram Jayanti
25-Jan-18		<b>1<sup>st</sup> Assignment</b>
26-Jan-18		Republic Day

	27-Jan-18	Revision
	28-Jan-18	Sunday
5	29-Jan-18	Cost Of Capital: Significance
	30-Jan-18	Cost Of Capital: Computation Of Cost Of Debt
	31-Jan-18	Cost Of Capital: Cost Of Capital: Computation Of Cost Of Pref. Shares

## Lesson Plan

Week	Date	Topics
1	1-Feb-18	Cost Of Capital: Cost Of Capital: Computation Of Cost Of Equity Shares
	2-Feb-18	Cost Of Capital: Computation Of Weighted Average Cost Of Capital
	3-Feb-18	Revision
	4-Feb-18	Sunday
2	5-Feb-18	Capital Structure Decisions: Meaning, And Determinants Of Capital Structure;
	6-Feb-18	Capital Structure Decisions: Net Income Theory Of Capital Structure
	7-Feb-18	Capital Structure Decisions: Net Operating Income Theory Of Capital Structure
	8-Feb-18	Capital Structure Decisions: Mm Theory Of Capital Structure
	9-Feb-18	Capital Structure Decisions: Traditional Theory Of Capital Structure
	10-Feb-18	Maharshidayanandsaraswati Jayanti
	11-Feb-18	Sunday
3	12-Feb-18	Revision
	13-Feb-18	Mahashivratri
	14-Feb-18	Capital Budgeting Decisions: Nature & Importance, Factors Influencing Capital Expenditure Decisions,
	15-Feb-18	Capital Budgeting Decisions: Nature & Importance
	16-Feb-18	Capital Budgeting Decisions: Factors Influencing Capital Expenditure Decisions,
	17-Feb-18	Capital Budgeting Decisions: Pay Back Methods
	18-Feb-18	Sunday
4	19-Feb-18	Capital Budgeting Decisions: Arr Method
	20-Feb-18	Capital Budgeting Decisions: Npv Method
	21-Feb-18	Capital Budgeting Decisions: Irr Method
	22-Feb-18	<b>2<sup>nd</sup> Assignment</b>

	23-Feb-18	Capital Budgeting Decisions: Pi Method
	24-Feb-18	<b>1<sup>st</sup> Sessional</b>
	25-Feb-18	Sunday
5	26-Feb-18	Problem Solving Session
	27-Feb-18	Problem Solving Session
	28-Feb-18	Problem Solving Session

## Lesson Plan

Week	Date	Topics
1	1-Mar-18	Guru Ravidas Birthday
	2-Mar-18	Holi
	3-Mar-18	Working Capital Management: Need & Types
	4-Mar-18	Sunday
2	5-Mar-18	Working Capital Management: Determinants
	6-Mar-18	Working Capital Management: Assessment Of Working Capital Requirements
	7-Mar-18	Working Capital Management: Management Of Cash
	8-Mar-18	Working Capital Management: Management Of Inventory
	9-Mar-18	Working Capital Management: Management Of Receivables
	10-Mar-18	Revision
	11-Mar-18	Sunday
3	12-Mar-18	Dividend Decisions: Meaning & Forms
	13-Mar-18	Dividend Decisions: Importance Of Dividends Policy,
	14-Mar-18	Dividend Decisions: Types Of Dividend Policy,
	15-Mar-18	Dividend Decisions: Determinants Of Dividend Policy
	16-Mar-18	Dividend Decisions: Theory Of Relevance Of Dividends.
	17-Mar-18	Dividend Decisions: Theory Of Irrelevance Of Dividends.
	18-Mar-18	Sunday
	4	19-Mar-18
20-Mar-18		Revision
21-Mar-18		<b>2<sup>nd</sup> Sessional</b>
22-Mar-18		Revision
23-Mar-18		Shaheedidiwas Of Bhagat Singh, Rajguru & Sukhdev
24-Mar-18		Revision

	25-Mar-18	Sunday/ Ram Navami
5	26-Mar-18	Problem Solving Session
	27-Mar-18	Problem Solving Session
	28-Mar-18	Problem Solving Session
	29-Mar-18	<b>Mahavir Jayanti</b>
	30-Mar-18	Problem Solving Session
	31-Mar-18	Problem Solving Session

## Lesson Plan

Week	Date	Topics
1	1-Apr-18	Sunday
	2-Apr-18	Presentation Of Students
	3-Apr-18	Presentation Of Students
	4-Apr-18	Presentation Of Students
	5-Apr-18	Presentation Of Students
	6-Apr-18	Presentation Of Students
	7-Apr-18	Presentation Of Students
	8-Apr-18	Sunday
2	9-Apr-18	Revision Of Capital Budgeting
	10-Apr-18	Revision Of Cost Of Capital
	11-Apr-18	Revision Of Capital Structure
	12-Apr-18	Revision Of Dividend Theories
	13-Apr-18	Presentation Of Students
	14-Apr-18	Dr Ambedkarjayanti / Vaisakhi
	15-Apr-18	Sunday
3	16-Apr-18	Problem Solving Session
	17-Apr-18	Revision
	18-Apr-18	Parashuramajayanti
	19-Apr-18	Revision
	20-Apr-18	Revision
	21-Apr-18	Revision Of
	22-Apr-18	Sunday
4	23-Apr-18	Revision Of
	24-Apr-18	Revision Of Financial Planning And Forecasting
	25-Apr-18	Revision Of Sources Of Finance
	26-Apr-18	Revision Of Capitalisation

27-Apr-18	Revision Of Working Capital Management
28-Apr-18	Revision Of Working Capital Management

Lesson Plan

Name Of The Assistant Professor: Renu

Class And Section: M.Com 2<sup>nd</sup> Sem

Subject: Mc-202 International Business Environment

Week	Date	Topics
1	1-Jan-18	International Business Environment :Nature And Scope
	2-Jan-18	International Business Environment :Nature And Scope
	3-Jan-18	International Business Environment :Nature And Scope
	4-Jan-18	International Business Environment :Nature And Scope
	5-Jan-18	Revision Work
	6-Jan-18	Test
	7-Jan-18	<b>Sunday</b>
2	8-Jan-18	Multinational Corporation : Nature And Role
	9-Jan-18	Multinational Corporation : Nature And Role
	10-Jan-18	Multinational Corporation : Nature And Role
	11-Jan-18	Multinational Corporation : Nature And Role
	12-Jan-18	Revision Work
	13-Jan-18	Test
	14-Jan-18	<b>Sunday</b>
3	15-Jan-18	Technological Environment : Importance ,Types And Technology Transfers
	16-Jan-18	Technological Environment : Importance,Types And Technology Transfers
	17-Jan-18	Technological Environment : Importance,Types And Technology Transfers
	18-Jan-18	Technological Environment : Importance,Types And Technology Transfers
	19-Jan-18	Revision Work
	20-Jan-18	Work
	21-Jan-18	<b>Sunday</b>

4	22-Jan-18	<b>Vasant Panchami</b>

	23-Jan-18	Foreign Investment: Nature, Types And Barriers
	24-Jan-18	<b>Sir Chhotu Ram Jayanti</b>
	25-Jan-18	<b>1<sup>st</sup> Assignment</b>
	26-Jan-18	<b>Republic Day</b>
	27-Jan-18	Foreign Investment: Nature, Types And Barriers
	28-Jan-18	<b>Sunday</b>
5	29-Jan-18	Foreign Investment: Nature, Types And Barriers
	30-Jan-18	Revision
	31-Jan-18	Test

### Lesson Plan

Week	Date	Topics
1	1-Feb-18	World Trade Organisation
	2-Feb-18	World Trade Organisation
	3-Feb-18	Revision Work
	4-Feb-18	Sunday
2	5-Feb-18	Test
	6-Feb-18	United Nations Conference On Trade And Development (Unctad)
	7-Feb-18	United Nations Conference On Trade And Development (Unctad)
	8-Feb-18	United Nations Conference On Trade And Development (Unctad)

	9-Feb-18	Revision Work
	10-Feb-18	Maharshi Dayanand Saraswati Jayanti
	11-Feb-18	Sunday
3	12-Feb-18	Test
	13-Feb-18	Maha Shivratri

	14-Feb-18	International Monetary Fund
	15-Feb-18	International Monetary Fund
	16-Feb-18	International Monetary Fund
	17-Feb-18	Revision Work
	18-Feb-18	
4	19-Feb-18	World Bank
	20-Feb-18	World Bank
	21-Feb-18	World Bank
	22-Feb-18	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-18	Revision Work
	24-Feb-18	<b>1<sup>st</sup> Sessional</b>
5	25-Feb-18	Sunday
	26-Feb-18	Revision Work
	27-Feb-18	Revision Work
	28-Feb-18	<b>Winter Break From 28.02.2017 To 04.03.2017</b>

### Lesson Plan

Week	Date	Topics
1	1-Mar-18	Guru Ravidas Birthday
	2-Mar-18	Holi
	3-Mar-18	Revision Work

	4-Mar-18	Sunday
2	5-Mar-18	Generalised System Of Preferences And International Commodity Agreements
	6-Mar-18	Generalised System Of Preferences And International Commodity Agreements
	7-Mar-18	Generalised System Of Preferences And International Commodity Agreements
	8-Mar-18	Generalised System Of Preferences And International Commodity Agreements

	9-Mar-18	Revision Work
	10-Mar-18	Test
	11-Mar-18	Sunday
3	12-Mar-18	Prominent Economic Groupings
	13-Mar-18	Prominent Economic Groupings
	14-Mar-18	Prominent Economic Groupings
	15-Mar-18	Prominent Economic Groupings
	16-Mar-18	Prominent Economic Groupings
	17-Mar-18	Revision Work
	18-Mar-18	Sunday
4	19-Mar-18	Foreign Exchange Market
	20-Mar-18	Foreign Exchange Market
	21-Mar-18	2 <sup>nd</sup> Sessional
	22-Mar-18	Foreign Exchange Market
	23-Mar-18	Shaheedi Diwas Of Bhagat Singh, Rajguru & Sukhdev
	24-Mar-18	Class Test
	25-Mar-18	Sunday/ Ram Navami
5	26-Mar-18	Revision
	27-Mar-18	Revision
	28-Mar-18	Revision
	29-Mar-18	Mahavir Jayanti
	30-Mar-18	Test

	31-Mar-18	Test
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## Lesson Plan

Week	Date	Presentation
1	1-Apr-18	Presentation
	2-Apr-18	Presentation
	3-Apr-18	Presentation
	4-Apr-18	Presentation
	5-Apr-18	Presentation
	6-Apr-18	Presentation
2	7-Apr-18	Presentation
	8-Apr-18	Presentation
	9-Apr-18	Presentation
	10-Apr-18	Presentation
	11-Apr-18	Presentation
	12-Apr-18	Presentation
	13-Apr-18	Presentation
	14-Apr-18	Presentation
3	15-Apr-18	Presentation
	16-Apr-18	Presentation
	17-Apr-18	Presentation
	18-Apr-18	Presentation
	19-Apr-18	Presentation
	20-Apr-18	Presentation
	21-Apr-18	Presentation
	22-Apr-18	Presentation
4	23-Apr-18	Presentation

	24-Apr-18	Presentation
	25-Apr-18	Presentation
	26-Apr-18	Presentation
	27-Apr-18	Presentation
	28-Apr-18	Presentation

Name of the Assistant/ Associate Professor:-Seema

Class and Section :-M.Com 4<sup>th</sup>sem.

Subject :- MC-408 Sales Management

Week	Date	Topics
1.	1-Jan-2018	Sales management-meaning, concept, objectives
	2-Jan-2018	Functions, importance, challenges
	3-Jan-2018	Integrated sales- meaning, nature, functions
	4-Jan-2018	Marketing management- concept, importance
	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	Opportunities, challenges
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Personal selling-meaning, modern concept, scope
	9-Jan-2018	Features, advantages, limitations, types of selling
	10-Jan-2018	Buyer seller dyads-meaning, definition, scope
	11-Jan-2018	Methods
	12-Jan-2018	Personal selling process, AIDAS theory of selling
	13-Jan-2018	Different theories of selling
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Sales planning-meaning, definition, importance
	16-Jan-2018	Approaches of sales planning
	17-Jan-2018	Process of sales planning
	18-Jan-2018	Sales forecasting-meaning, character sticks, objectives
	19-Jan-2018	Factor effecting, procedure, methods sales forecasting,
	20-Jan-2018	Levels, time duration, responsibility, limitations of sales forecasting
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>BasantPanchami</b>
	23-Jan-2018	Sales budgeting-meaning, features, factor effecting, types of budget Sales budget procedure
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Essentials of effective sales budget Importance, limitation, methods of determining amount of selling expenses
	28-Jan-2018	<b>Sunday</b>
5.	29-Jan-2018	Sales organization- introduction, definition, purpose
	30-Jan-2018	Principles, Departments in sales organization
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>

**Name of the Assistant/ Associate Professor :-Seema**

**Class and Section:-M.COM 4<sup>TH</sup> SEM.**

**Subject :-MC-408 Sales Management**

<b>Week</b>	<b>Date</b>	<b>Topics</b>
1.	1-Feb-2018	Process of setting up a sales organization, factors effecting the size
	2-Feb-2018	structure of sales organization-
	3-Feb-2018	Field sales organization
	4-Feb-2018	<b>Sunday</b>
2.	5-Feb-2018	Determining the size of sales force-meaning, nature, scope
	6-Feb-2018	Factor effecting size of sales force, methods of determining size of sales force
	7-Feb-2018	Sales quotas-meaning, objectives, need, purpose
	8-Feb-2018	Types of sales quota, factor effecting, methods for setting sales quotas
	9-Feb-2018	Requisites of an ideal quota setting, limitations
	10-Feb-2018	<b>MaharshiDayanandSaraswatiJyanti</b>
	11-Feb-2018	<b>Sunday</b>
3.	12-Feb-2018	Administration of sales quota
	13-Feb-2018	<b>MahaShivratri</b>
	14-Feb-2018	Sales territories-meaning, objectives, principal
	15-Feb-2018	basis for setting of sales territories
	16-Feb-2018	procedure for setting sales territories
	17-Feb-2018	Factors determining the size of sales territories
	18-Feb-2018	<b>Sunday</b>
4.	19-Feb-2018	Revising sales territories
	20-Feb-2018	Reasons for revising sales territories
	21-Feb-2018	Routing and scheduling of sales territories
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Time management-meaning, techniques <b>Managing the sales-force:</b> recruitment-meaning,
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
5.	26-Feb-2018	Character sticks Process, Determining size of sales force,
	27-Feb-2018	sources of recruitment-internal and external Selection of sales force-principles
	28-Feb-2018	responsibility Selection process, selection test

## Lesson Plan

III

Name of the Assistant/ Associate Professor :-Seema

Class and Section:-M.COM 4<sup>TH</sup> SEM.

Subject :-MC-408 Sales Management

Week	Date	Topics
1.	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	Training-meaning, need, essentials
	4-Mar-2018	<b>Sunday</b>
2.	5-Mar-2018	Sales force training program-different approaches
	6-Mar-2018	Contents of sales training programme, problems
	7-Mar-2018	Methods of sales force training-individual and group
	8-Mar-2018	Motivation and leading- meaning, importance, character sticks
	9-Mar-2018	essentials of effective motivation, methods of motivation
	10-Mar-2018	Limitations of motivation, leading the sales force, functions of leader
	11-Mar-2018	<b>Sunday</b>
3.	12-Mar-2018	Compensation-meaning, objectives, requirements
	13-Mar-2018	Factor determining remuneration, elements of compensation
	14-Mar-2018	Types of compensation
	15-Mar-2018	Sales meeting –meaning, nature, objectives
	16-Mar-2018	Sales contests- methods, requirements
	17-Mar-2018	Advantages and disadvantages
	18-Mar-2018	<b>Sunday</b>
4.	19-Mar-2018	Control-meaning, needs, objectives
	20-Mar-2018	Analysis of sales, cost , Analysis of profitability
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Management sales expenses-concept, need, benifites, controlling of variance
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh, Rajguru, &amp; Sukhdev</b>
	24-Mar-2018	Methods of controlling expenses
	25-Mar-2018	<b>Sunday</b>
5.	26-Mar-2018	Problem Solving Session
	27-Mar-2018	Problem Solving Session
	28-Mar-2018	Problem Solving Session
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Class test
	31-Mar-2018	Class test

## Lesson Plan

IV

Name of the Assistant/Associate Professor:-Seema

Class and Section:-M.COM 4<sup>TH</sup> SEM.

Subject:-MC-408 Sales Management

Week	Date	Topics
1.	1-Mar-2018	<b>Sunday</b>
	2-Apr-2018	Evaluating sales force performance-meaning, importance, steps in evaluation
	3-Apr-2018	Revision

	4-Apr-2018	Essentials, sales force evaluation techniques
	5-Apr-2018	Revision
	6-Apr-2018	Reimbursement of selling expenses, sales records and reporting system
	7-Apr-2018	Test
	8-Apr-2018	<b>Sunday</b>
2.	9-Apr-2018	Ethical issues-introduction, definition, characteristics
	10-Apr-2018	Significance, ethical issues in sales management
	11-Apr-2018	Code of conduct for sales ethics
	12-Apr-2018	Revision
	13-Apr-2018	Test
	14-Apr-2018	<b>Dr. AmbedkarJyanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>
3.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>ParashuramaJyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Test
	22-Apr-2018	<b>Sunday</b>
4.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Test

## Lesson Plan

I

Name of the Assistant/ Associate Professor:-Seema

class and Section :-M.COM 2<sup>nd</sup> Sem

Subject :- MC-203 Strategic Marketing

Week	Date	Topics
1.	1-Jan-2018	Concept and meaning characteristics of hierarchy strategies
	2-Jan-2018	Plan, strategy, tactics of strategy
	3-Jan-2018	Strategic role of marketing
	4-Jan-2018	Strategic marketing concept, meaning, characteristics
	5-Jan-2018	Importance of strategic marketing
	6-Jan-2018	Relationship between strategic marketing and marketing management
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Strategic marketing planning concept, meaning
	9-Jan-2018	Importance
	10-Jan-2018	Type of strategic marketing planning
	11-Jan-2018	Process of strategic marketing planning
	12-Jan-2018	Role of strategic marketing planning in india
	13-Jan-2018	Evaluation of strategic marketing planning in marketing management
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Corporate strategic decision concept , meaning
	16-Jan-2018	Corporate mission
	17-Jan-2018	Vision
	18-Jan-2018	Goal
	19-Jan-2018	Objectives
	20-Jan-2018	Evaluation of corporate strategic
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant Panchami</b>
	23-Jan-2018	Corporate growth strategic concept
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Penetration strategy for growth in existing market, Product development in existing market
	28-Jan-2018	<b>Sunday</b>
5.	29-Jan-2018	<b>Mahavir Jayanti</b>
	30-Jan-2018	Market development for existing product, Strategic for declining market
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>

## Lesson Plan

II

Name of the Assistant/ Associate Professor :-Seema

Class and Section:- M.COM 2<sup>nd</sup> Sem

Subject :- MC-203 Strategic Marketing

Week	Date	Topics
1.	1-Feb-2018	Strategy for hostile market
	2-Feb-2018	Resource allocation
	3-Feb-2018	Business strategic
	4-Feb-2018	<b>Sunday</b>
2.	5-Feb-2018	Marketing implication
	6-Feb-2018	Environmental analysis
	7-Feb-2018	Environmental factor
	8-Feb-2018	Scanning of environment
	9-Feb-2018	Environment forecasting
	10-Feb-2018	<b>MaharshiDayanandSaraswatiJyanti</b>
	11-Feb-2018	<b>Sunday</b>
3.	12-Feb-2018	Environment opportunity and threat analysis
	13-Feb-2018	<b>MahaShivratri</b>
	14-Feb-2018	Swot analysis
	15-Feb-2018	Custom environment concept
	16-Feb-2018	Custom environment merits demerits
	17-Feb-2018	Industry and competitor analysis
	18-Feb-2018	<b>Sunday</b>
4.	19-Feb-2018	Identifying competitor
	20-Feb-2018	Understanding and evaluating competitors
	21-Feb-2018	Models of competitors
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Competitor strengths and weakness,Market signals
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
5.	26-Feb-2018	Source of information about competitor,Portfolio analysis
	27-Feb-2018	Market segmentation
	28-Feb-2018	Targeting and positioning

## Lesson Plan

III

Name of the Assistant/ Associate Professor :-Seema

Class and Section:- M.COM 2nd Sem

Subject :- MC-203 STRATEGIC MARKETING

Week	Date	Topics
1.	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	Marketing strategic for new market entries
	4-Mar-2018	<b>Sunday</b>
2.	5-Mar-2018	Marketing strategies for growths markets
	6-Mar-2018	Marketing testing
	7-Mar-2018	New product development and innovation
	8-Mar-2018	Growth through divercification
	9-Mar-2018	Market development for existing product
	10-Mar-2018	Marketing strategies for mature markets
	11-Mar-2018	<b>Sunday</b>
3.	12-Mar-2018	Mature market type,importance
	13-Mar-2018	Models of mature markets
	14-Mar-2018	Objectives of mature markets
	15-Mar-2018	Marketing mix concept,meaning,
	16-Mar-2018	Marketing mix factor
	17-Mar-2018	Depth of the marketing mix
	18-Mar-2018	<b>Sunday</b>
4.	19-Mar-2018	Marketing strategies for growth market meaning,charactersticks
	20-Mar-2018	Marketing straties for declining markets, Improvement in the declining market
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Relationship between business strategies and marketing mix
	23-Mar-2018	<b>ShaheediDiwas of BhagatSingh,Rajguru,&amp;Sukhdev</b>
	24-Mar-2018	Test
	25-Mar-2018	<b>Sunday</b>
5.	26-Mar-2018	Problem Solving Session
	27-Mar-2018	Problem Solving Session
	28-Mar-2018	Problem Solving Session
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Problem Solving Session
	31-Mar-2018	Class Test

## Lesson Plan

IV

Name of the Assistant/Associate Professor:- Seema

Class and Section:-M.COM 2<sup>nd</sup> sem

Subject:- MC-203 STRATEGIC MARKETING

Week	Date	Topics
1.	1-Apr-2018	Marketing strategy implimention
	2-Apr-2018	Scope of marketing strategy

	3-Apr-2018	Method of implementation in marketing strategies
	4-Apr-2018	Do
	5-Apr-2018	Problem Solving Session
	6-Apr-2018	Controlling marketing strategy
	7-Apr-2018	Do
	8-Apr-2018	<b>Sunday</b>
2.	9-Apr-2018	Method of controlling marketing strategy
	10-Apr-2018	Do
	11-Apr-2018	Class Test
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	<b>Dr. AmbedkarJyanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>
3.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>ParashuramaJyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
4.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

## Lesson Plan

**Name of the Assistant/ Associate Professor:** Seema

**Class and Section :** BBA 4<sup>th</sup> sem.

**Subject:** BBA-211 Marketing Management

Week	Date	Topics
1.	1-Jan-2018	Marketing: An Introduction Meaning, Definitions, Nature
	2-Jan-2018	Scope of Marketing: 1. Managerial Activities, 2. Functional Activities
	3-Jan-2018	Functions of Marketing
	4-Jan-2018	Importance and objective of Marketing
	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	Marketing Concept: Meaning and Definition,
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Historical Development of Marketing Concept,Nature
	9-Jan-2018	Fundamental Pillars, factors affecting adoption of New marketing concept, Limitations
	10-Jan-2018	Marketing Environment: Meaning and Definition, Nature
	11-Jan-2018	Components of Marketing Environment : Micro Environment
	12-Jan-2018	Macro marketing Environment, Impact of environment on marketing
	13-Jan-2018	Marketing Mix: Meaning and Definition, Nature
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Elements of Marketing Mix-(four P's)
	16-Jan-2018	Factors affecting Marketing Mix, Importance of Marketing Mix
	17-Jan-2018	Market Segmentation: Meaning, Definition & Objective
	18-Jan-2018	Requirements and Methods of Marketing Segmentation
	19-Jan-2018	Concept of Market Segmentation
	20-Jan-2018	Segmenting the Consumer Market, selection of Marketing Strategy
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant Panchami</b>
	23-Jan-2018	Advantages and Importance of Market Segmentation, Some Examples of Segmentation
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Targeting, Positioning Marketing Information System: Components & Importance
	28-Jan-2018	<b>Sunday</b>
6.	29-Jan-2018	Marketing Research: Meaning, Definition, Features
	30-Jan-2018	Classification of Marketing Research
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>
	1-Feb-2018	Marketing Research Process and Method, importance

	2-Feb-2018	Consumer Behaviour: Meaning, Definitions, Types of consumers
	3-Feb-2018	Significance, and Determinants of Consumer Behaviour: Economic, Sociological
	4-Feb-2018	<b>Sunday</b>
7.	5-Feb-2018	Determinants of consumer behaviour: Psychological, Personal
	6-Feb-2018	Effect of change in consumer behaviour on Marketing
	7-Feb-2018	Product: Meaning, Definition, Nature of Product
	8-Feb-2018	Product Concept and Levels of Product
	9-Feb-2018	Product Classification: Traditional and Modern Product Classification
	10-Feb-2018	<b>Maharshi Dayanand Saraswati Jyanti</b>
	11-Feb-2018	<b>Sunday</b>
8.	12-Feb-2018	Durable Products: Semi-durable and Non-durable products
	13-Feb-2018	<b>Maha Shivratri</b>
	14-Feb-2018	New Product Development: Introduction, Meaning of new product
	15-Feb-2018	New Product Development Process: Generation of new product ideas, Screening of ideas, Concept development and testing,
	16-Feb-2018	Process: Marketing Strategy development, Business Analysis, Product Development, Test Marketing
	17-Feb-2018	Product Life Cycle: Meaning, features, Stages of Product Life Cycle
	18-Feb-2018	<b>Sunday</b>
9.	19-Feb-2018	Marketing Strategies during the Product Life Cycle and Factors, limitations of Plc.
	20-Feb-2018	Branding and Packaging Decision: Brand meaning, advantage & disadvantage, Brand testing
	21-Feb-2018	Packaging: meaning, objective, classification, functions, Labelling
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Meaning, contents, Pricing: meaning, objective and importance
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
10.	26-Feb-2018	Types and significance of Labelling Procedure for Price Determination and methods, Discount policies: types of discount
	27-Feb-2018	Rebates, Premiums Distribution Channels: meaning, definitions, feature and Roles of Distribution channel
	28-Feb-2018	<b>Holiday</b>
	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
11.	5-Mar-2018	Types of Distribution Channels: Conventional and Non-conventional, factors affecting channel choice
	6-Mar-2018	Management of Physical Distribution: Meaning, Nature and Objective
	7-Mar-2018	Components of Physical Distribution: Transportation, warehousing, Inventory control, material handling, order processing
	8-Mar-2018	Promotion and Promotion Mix: meaning, definition, features, objectives of promotion
	9-Mar-2018	Methods of Promotion Mix and factors affecting promotion mix
	10-Mar-2018	Process of Promotion Mix Decision and Optimum promotion mix

	11-Mar-2018	<b>Sunday</b>
12.	12-Mar-2018	Advertising: meaning, characteristics, objectives of advertising
	13-Mar-2018	Functions of Advertising: primary functions and secondary functions
	14-Mar-2018	Merits and demerits of advertising to the consumer, society, salesmen
	15-Mar-2018	Advertising Media: Meaning, definition, types of advertising media : Press advertising, outdoor advertising
	16-Mar-2018	Mail advertising, promotional advertising
	17-Mar-2018	Entertainment advertising and its types
	18-Mar-2018	<b>Sunday</b>
13.	19-Mar-2018	factors affecting the selection of advertising media
	20-Mar-2018	Sales promotion: meaning, definitions, characteristics of sales promotion
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Objective and importance of sales promotion, Methods of sales promotion
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh, Rajguru, &amp; Sukhdev</b>
	24-Mar-2018	Personal Selling: meaning, definitions, nature and objectives
	25-Mar-2018	<b>Sunday</b>
14.	26-Mar-2018	Personal Selling Process
	27-Mar-2018	Importance of personal selling for the traders,
	28-Mar-2018	Society, consumer
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Publicity and public Relations: meaning, definitions, : meaning, definitions
	31-Mar-2018	Do
	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Characteristics of publicity Public Relations
	3-Apr-2018	Meaning and functions of Public Relations
	4-Apr-2018	Marketing organization and control
	5-Apr-2018	Nature
	6-Apr-2018	Techniques of control
	7-Apr-2018	Do
	8-Apr-2018	<b>Sunday</b>
16.	9-Apr-2018	Revision
	10-Apr-2018	Revision
	11-Apr-2018	Revision
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	Revision
	15-Apr-2018	<b>Sunday</b>
17.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama Jyanti</b>
	19-Apr-2018	Revision

	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
18.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

## Lesson Plan

**Name of the Assistant/ Associate Professor:** Seema

**Class and Section :** B.Com III 6<sup>th</sup> sem.

**Subject:BC-603** Income Tax

Week	Date	Topics
1.	1-Jan-2018	Deductions under section 80C to 80U in computing total income: sec.80A to sec. 80CCC
	2-Jan-2018	Sec.80CCD to sec. 80 EE
	3-Jan-2018	Sec.80G and its examples
	4-Jan-2018	Sec.80IA to sec.80IBA and its examples
	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	Sec.80IC to sec.80U and its examples
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Computation of total income of individuals: Introduction of individual and procedure for computing total income
	9-Jan-2018	Illustrations
	10-Jan-2018	Computation of tax liability of individuals: Rates of income tax, alternate minimum tax on persons other than a company (sec.115JC to 115JF)
	11-Jan-2018	Computation of assessment for the assessment year 2017-2018
	12-Jan-2018	Illustrations (1to10)
	13-Jan-2018	Illustrations(11 to 20)
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Test
	16-Jan-2018	Assessment of Hindu undivided families: Introduction of HUF
	17-Jan-2018	Residence of HUF
	18-Jan-2018	Assessment of HUF
	19-Jan-2018	Procedure of Assessment after partition of a HUF
	20-Jan-2018	Illustrations

	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant Panchami</b>
	23-Jan-2018	Computation of total income and tax liability of a firm: Meaning of partnership, firm and partner
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Assessment as a firm and computation of firm's income Explanations to sec.40(b)
	28-Jan-2018	<b>Sunday</b>
6.	29-Jan-2018	<b>Mahavir Jayanti</b>
	30-Jan-2018	Change in the Constitution of a firm
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>
	1-Feb-2018	Dissolution of a firm and illustrations
	2-Feb-2018	Assessment of association of persons or BOI : computation of AOP or BOI
	3-Feb-2018	Tax Liability and examples
	4-Feb-2018	<b>Sunday</b>
7.	5-Feb-2018	Income Tax Authorities: appointment and control, Power of the Central Board of Direct taxes
	6-Feb-2018	Power of the director-general, Chief Commissioner and Commissioner
	7-Feb-2018	Assessing officer, right and duties of an assessing officer
	8-Feb-2018	Power of commissioner, Inspectors of Income tax
	9-Feb-2018	Preparation and filing of return of income: Voluntary Return of Income
	10-Feb-2018	<b>Maharshi Dayanand Saraswati Jyanti</b>
	11-Feb-2018	<b>Sunday</b>
8.	12-Feb-2018	Manners of furnishing the return of income
	13-Feb-2018	<b>Maha Shivratri</b>
	14-Feb-2018	Steps for E-filing of Income tax return
	15-Feb-2018	Procedure for assessment: Provision regarding filing of Income tax return
	16-Feb-2018	PAN (sec.139A): application for PAN, Quoting PAN
	17-Feb-2018	Quoting of AADHAAR NUMBER (sec.139AA)
	18-Feb-2018	<b>Sunday</b>
9.	19-Feb-2018	Assessment and its types
	20-Feb-2018	RE-Assessment and Rectification of mistakes
	21-Feb-2018	Deduction of tax at source: meaning, payments subject to deduction of tax at source
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Requirement to furnish permanent account number and illustration, Tax collection at source
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
10.	26-Feb-2018	Advance payment of tax: computation of advance tax, Illustrations
	27-Feb-2018	Test
	28-Feb-2018	<b>Holiday</b>
	1-Mar-2018	<b>Guru Ravidash Birthday</b>

	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
11.	5-Mar-2018	Recovery and refund of tax: Introduction of recovery of tax
	6-Mar-2018	Modes of Recovery
	7-Mar-2018	Refund of tax: refund-how arises, procedure, interest on refund
	8-Mar-2018	Illustrations
	9-Mar-2018	Appeals and Revision: Appeals to the commissioner and its procedure
	10-Mar-2018	Appeal to appellate Tribunal
	11-Mar-2018	<b>Sunday</b>
12.	12-Mar-2018	Memorandum of cross-objection
	13-Mar-2018	Appeal to High Court and Appeal to the Supreme Court
	14-Mar-2018	Revision by the principal commissioner
	15-Mar-2018	Revisions of other orders, limitations
	16-Mar-2018	Penalties: General principles of imposing penalty, Items of Penalties
	17-Mar-2018	Sec.270AA,Sec.271A, sec.271AAA, penalty in respect of certain income
	18-Mar-2018	<b>Sunday</b>
13.	19-Mar-2018	Sec.271B,271C,271CA,271D to sec.271FA
	20-Mar-2018	Penalty for failure to answer questions, sugh statements, furnish information, returns or statements, allow inspection (sec.272A)
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Sec.272AA,sec.272B and Illustrations, Power of principal commissioner (sec.273A)
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh,Rajguru,&amp; Sukhdev</b>
	24-Mar-2018	Penalty not to be imposed in certain cases (sec.273B)
	25-Mar-2018	<b>Sunday</b>
14.	26-Mar-2018	Test
	27-Mar-2018	Offences and Prosecutions:sec.275A,275B,276,276A,276B,276BB
	28-Mar-2018	Willful attempt to evade payment of tax, etc. and its explanation
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Class Test
	31-Mar-2018	Revision
	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Failure to furnish return of income To falsification of books of account or document etc.
	3-Apr-2018	Revision
	4-Apr-2018	Abetment of false return, disclosure of particulars by public servants(sec.278 to sec.278AA)
	5-Apr-2018	Do
	6-Apr-2018	Punishment not to be imposed in certain cases (sec.278AA)
	7-Apr-2018	Revision
	8-Apr-2018	<b>Sunday</b>
16.	9-Apr-2018	Revision
	10-Apr-2018	Revision

	11-Apr-2018	Revision
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	<b>Dr. Ambedkar Jyanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>
17.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama Jyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
18.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

## Lesson Plan

**Name of the Assistant/ Associate Professor:** Seema

**Class and Section :** B.Com 6<sup>th</sup> Sem

**Subject:** BC-604 Security market operations

Week	Date	Topics
1.	1-Jan-2018	Security Markets:Introduction
	2-Jan-2018	Meaning
	3-Jan-2018	Primary Market
	4-Jan-2018	Do
	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	Role of Primary Market
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Function of of Primary Market
	9-Jan-2018	Function of of Primary Market
	10-Jan-2018	Do
	11-Jan-2018	Secondary Market
	12-Jan-2018	(some concepts)
	13-Jan-2018	(some other concepts)
	14-Jan-2018	<b>Sunday</b>

3.	15-Jan-2018	Methods of Selling Securities
	16-Jan-2018	Methods
	17-Jan-2018	Methods
	18-Jan-2018	New Financial Instruments
	19-Jan-2018	Instruments (some others concepts)
	20-Jan-2018	Instruments (some others concepts)
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant Panchami</b>
	23-Jan-2018	SEBI :Introduction,Guidelines
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Guidelines for public issues
	28-Jan-2018	<b>Sunday</b>
6.	29-Jan-2018	Stock Exchange : List of securities in Stock Exchange
	30-Jan-2018	Do
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>
	1-Feb-2018	Trading Mechanism : Introduction
	2-Feb-2018	Screen Based Trading
	3-Feb-2018	Internet Based Trading
	4-Feb-2018	<b>Sunday</b>
7.	5-Feb-2018	Do
	6-Feb-2018	Do
	7-Feb-2018	FITs Euro Issues
	8-Feb-2018	(some others issues)
	9-Feb-2018	Presentation
	10-Feb-2018	<b>Maharshi Dayanand Saraswati Jyanti</b>
	11-Feb-2018	<b>Sunday</b>
8.	12-Feb-2018	ADR's
	13-Feb-2018	<b>Maha Shivratri</b>
	14-Feb-2018	Do
	15-Feb-2018	GDR's
	16-Feb-2018	Do
	17-Feb-2018	FDI
	18-Feb-2018	<b>Sunday</b>
9.	19-Feb-2018	Do
	20-Feb-2018	Revision on some topics
	21-Feb-2018	SEBI : Guidelines
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Others Guidelines
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
10.	26-Feb-2018	NSE and BSE : Introduction
	27-Feb-2018	Role of NSE and BSE
	28-Feb-2018	<b>Holiday</b>

	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
11.	5-Mar-2018	Oraganisation
	6-Mar-2018	Management
	7-Mar-2018	Revision on NSE and BSE
	8-Mar-2018	listing procedure in NSE and BSE
	9-Mar-2018	others procedures
	10-Mar-2018	Do
	11-Mar-2018	<b>Sunday</b>
12.	12-Mar-2018	Presentation
	13-Mar-2018	Accounting
	14-Mar-2018	Participants Regulations(1996)
	15-Mar-2018	others regulations
	16-Mar-2018	others regulations
	17-Mar-2018	SEBI(Custodian of securities) Regulations(1996)
	18-Mar-2018	<b>Sunday</b>
13.	19-Mar-2018	others regulations
	20-Mar-2018	NSDL :Introduction
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	NSDL
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh,Rajguru,&amp; Sukhdev</b>
	24-Mar-2018	NSDL
	25-Mar-2018	<b>Sunday</b>
14.	26-Mar-2018	Problem solving session
	27-Mar-2018	Problem solving session
	28-Mar-2018	Problem solving session
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Problem solving session
	31-Mar-2018	Class Test
	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Derivate Trading: introduction,meaning
	3-Apr-2018	Options: meaning,components of opinions
	4-Apr-2018	Do
	5-Apr-2018	Problem Solving Session
	6-Apr-2018	Problem Solving Session
	7-Apr-2018	Class Test
	8-Apr-2018	<b>Sunday</b>
16.	9-Apr-2018	Revision
	10-Apr-2018	Revision
	11-Apr-2018	Revision
	12-Apr-2018	Revision
	13-Apr-2018	Revision

	14-Apr-2018	Revision
	15-Apr-2018	<b>Sunday</b>
17.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama Jyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
18.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

## Lesson Plan

**Name of the Assistant/ Associate Professor :** Sumita Sharma

**Class and Section :** B.Com 4<sup>th</sup> Sem.

**Subject :** BC-404 Company Law

Week	Date	Topics
1.	1-Jan-2018	Membership in Companies: History, meaning, definition and characteristics of a company
	2-Jan-2018	Types of Companies, Difference between a private and a public company
	3-Jan-2018	Company Management and administration
	4-Jan-2018	Termination of membership
	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	Directors- Appointment, power and Legal position: Meaning and Definition of Director, Board of Directors, No. of Directors
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Qualifications of Directors
	9-Jan-2018	Appointment of Directors
	10-Jan-2018	Legal Position of Directors
	11-Jan-2018	Removal of Directors and Resignation by Directors
	12-Jan-2018	Power of Directors, duties of directors
	13-Jan-2018	Liabilities of directors
	14-Jan-2018	<b>Sunday</b>

3.	15-Jan-2018	Managerial remuneration: Remuneration of directors
	16-Jan-2018	Remuneration of Management Functionary
	17-Jan-2018	Key Management personnel
	18-Jan-2018	Managing director: meaning, Rights and liabilities of managing directors
	19-Jan-2018	Test
	20-Jan-2018	Company Secretary: Meaning, and Role of secretary
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant Panchami</b>
	23-Jan-2018	Appointment and duties of Secretary
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Sessional</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Liabilities, rights and dismissal of secretary Meetings and Resolutions: Meaning and definition
	28-Jan-2018	<b>Sunday</b>
6.	29-Jan-2018	Characteristics of a company meeting, Kinds of meeting
	30-Jan-2018	Requisites of a valid meeting: Validity of meeting
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>
	1-Feb-2018	Authority , notice and agenda
	2-Feb-2018	Quorum: Quorum of meetings of directors
	3-Feb-2018	Chairperson and Conduct of Meetings
	4-Feb-2018	<b>Sunday</b>
7.	5-Feb-2018	Resolutions: Kinds of Resolutions
	6-Feb-2018	Minutes and voting& poll
	7-Feb-2018	Proxy: statutory provision relating to proxy
	8-Feb-2018	Dividends: meaning, types of dividends
	9-Feb-2018	Accounts of companies
	10-Feb-2018	<b>Maharshi Dayanand Saraswati Jyanti</b>
	11-Feb-2018	<b>Sunday</b>
8.	12-Feb-2018	Audit & auditors: Meaning, Scope of Audit, Audit Procedures
	13-Feb-2018	<b>Maha Shivratri</b>
	14-Feb-2018	Qualities of an auditor, Types of auditors
	15-Feb-2018	Advantages & disadvantages of auditor
	16-Feb-2018	Test
	17-Feb-2018	Audit process
	18-Feb-2018	<b>Sunday</b>
9.	19-Feb-2018	Audit Programme: meaning, definitions, objectives
	20-Feb-2018	Essentials of a good audit programme
	21-Feb-2018	Prevention of oppression : Meaning of oppression and mismanagement
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Powers of the court- Tribunal: company law board Special fetures of prevention of oppression and Mismanagement
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
10.	26-Feb-2018	Reorganisation of the company: schemes of compromise and

		aggrement
	27-Feb-2018	Summary of the provision relating to “Compromises” arrangement, Conditions for sanction of compromise
	28-Feb-2018	<b>Holiday</b>
	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
11.	5-Mar-2018	Information Regarding Compromise or Arrangement
	6-Mar-2018	Test
	7-Mar-2018	Amalgamation and reconstruction: meaning and definition of amalgamation and absorption and its object
	8-Mar-2018	Meaning of Reconstruction and its object
	9-Mar-2018	Types of Reconstruction: External and internal reconstruction
	10-Mar-2018	Types of amalgamation: 1. In the nature of merger
	11-Mar-2018	<b>Sunday</b>
12.	12-Mar-2018	Amalgamation in the nature of Purchase
	13-Mar-2018	Important Terminology
	14-Mar-2018	Purchase consideration: meaning and methods
	15-Mar-2018	Journal entries in books of Transferor company and example
	16-Mar-2018	Journal entries in books of Transferee company and example
	17-Mar-2018	Reconstruction under section 494 of the act
	18-Mar-2018	<b>Sunday</b>
13.	19-Mar-2018	Test
	20-Mar-2018	Winding up: meaning, object
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Modes of winding up, Winding up by the Tribunal ( company court)
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh, Rajguru, &amp; Sukhdev</b>
	24-Mar-2018	Reduction of prescribed Minimum Number
	25-Mar-2018	<b>Sunday</b>
14.	26-Mar-2018	Problem Solving Session
	27-Mar-2018	Problem Solving Session
	28-Mar-2018	Problem Solving Session
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Class Test
	31-Mar-2018	Class Test
	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Revision
	3-Apr-2018	Revision
	4-Apr-2018	Revision
	5-Apr-2018	Principles for Disposing a winding-up application
	6-Apr-2018	Petitioners for winding-up
	7-Apr-2018	Winding-up petition and procedure
	8-Apr-2018	<b>Sunday</b>
16.	9-Apr-2018	Power of Tribunal (company court)

	10-Apr-2018	Consequences of winding-up order
	11-Apr-2018	Jurisdiction of winding-up court and its illustrations
	12-Apr-2018	Do
	13-Apr-2018	Do
	14-Apr-2018	<b>Dr. Ambedkar Jyanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>
17.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama Jyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
18.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

# Lesson Plan

Name of the Assistant/ Associate Professor: Seema

Class and Section :M.Com 2<sup>nd</sup> Sem

Subject: MC-205 Corporate Accounting

Week	Date	Topics
1.	1-Jan-2018	Issues & forfeiture of shares
	2-Jan-2018	Introduction and types of company
	3-Jan-2018	Types of shares, method of issues of shares
	4-Jan-2018	Do
	5-Jan-2018	<b>Guru gobind singh jayanti</b>
	6-Jan-2018	Difference between reserve capital and capital reserve
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Issue at par, discount and premium
	9-Jan-2018	Over subscription and under subscription
	10-Jan-2018	Forfeiture of shares
	11-Jan-2018	Pro-rata
	12-Jan-2018	Esop
	13-Jan-2018	Problems
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Valuation of shares-Introduction
	16-Jan-2018	Net asset method
	17-Jan-2018	Do
	18-Jan-2018	Earning capacity method
	19-Jan-2018	Do
	20-Jan-2018	Dividend yield method
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant panchami</b>
	23-Jan-2018	Earning yield method
	24-Jan-2018	<b>Sir chhotu ram jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic day</b>
	27-Jan-2018	Do
	28-Jan-2018	<b>Sunday</b>
6.	29-Jan-2018	Average method
	30-Jan-2018	Exchange rate method
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>
	1-Feb-2018	Do
	2-Feb-2018	Final account of companies
	3-Feb-2018	Format of profit & loss A/C
	4-Feb-2018	<b>Sunday</b>
7.	5-Feb-2018	Divisible profits

	6-Feb-2018	Dividend
	7-Feb-2018	Format of balance sheet
	8-Feb-2018	Managerial remuneration
	9-Feb-2018	Do
	10-Feb-2018	<b>Maharshi dayanand saraswati jyanti</b>
	11-Feb-2018	<b>Sunday</b>
8.	12-Feb-2018	Illustrations
	13-Feb-2018	<b>Maha shivratri</b>
	14-Feb-2018	Amalgamation & absorption
	15-Feb-2018	Types of amalgamation
	16-Feb-2018	The nature of purchase
	17-Feb-2018	Difference between amalgamation and purchase consideration
	18-Feb-2018	<b>Sunday</b>
9.	19-Feb-2018	Lump sum and net asset method
	20-Feb-2018	Net payment method
	21-Feb-2018	Difference between pooling of interest and purchase
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Inter-company dividends
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
10.	26-Feb-2018	Do
	27-Feb-2018	Inter-company holdings
	28-Feb-2018	<b>Holiday</b>
	1-Mar-2018	<b>Guru ravidash birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
11.	5-Mar-2018	Internal reconstruction
	6-Mar-2018	Capital reduction
	7-Mar-2018	Procedure of reducing share capital
	8-Mar-2018	Steps of reconstruction
	9-Mar-2018	Human resources Accounting
	10-Mar-2018	Meaning and objectives
	11-Mar-2018	<b>Sunday</b>
12.	12-Mar-2018	Valuation of human resources
	13-Mar-2018	Historical, replacement, opportunity & PV method
	14-Mar-2018	Benefits & limitations
	15-Mar-2018	Lease accounting
	16-Mar-2018	Terms, advantages & Disadvantages
	17-Mar-2018	Do
	18-Mar-2018	Accounting treatment
13.	19-Mar-2018	Do
	20-Mar-2018	Accounting treatment
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Treatment in the books of Leger
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh, Rajguru, &amp; Sukhdev</b>
	24-Mar-2018	Do
	25-Mar-2018	<b>Sunday</b>

14.	26-Mar-2018	Corporate reporting
	27-Mar-2018	Directors report and CSR
	28-Mar-2018	Current practices of corporate reporting
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Advantages &disadvantages of holding companies
	31-Mar-2018	Minority interest
	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Capital reserve
	3-Apr-2018	Pre-acquisition of profits
	4-Apr-2018	Revaluation of assets
	5-Apr-2018	Interim dividend
	6-Apr-2018	Treatment of debentures
	7-Apr-2018	Problem solving Session
	8-Apr-2018	<b>Sunday</b>
16.	9-Apr-2018	Revision
	10-Apr-2018	Revision
	11-Apr-2018	Revision
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	Revision
	15-Apr-2018	<b>Sunday</b>
17.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama jyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
18.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

## Lesson Plan

**Name of the Assistant/ Associate Professor:** Sumita Sharma

**Class and Section :** BBA 2<sup>nd</sup> Sem

**Subject:** BBA-109 Analysis of Financial Statement

Week	Date	Topics
1.	1-Jan-2018	Analysis and Interpretation of Financial Statements: Meaning
	2-Jan-2018	Advantages, Objectives
	3-Jan-2018	Importance, Limitations
	4-Jan-2018	Parties involved
	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	Methods and Techinques of AFS: common size comparative, trend
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Methods and Techinques of AFS: ratio, cfs and ffs
	9-Jan-2018	Test of AFS
	10-Jan-2018	Do
	11-Jan-2018	Ratio Analysis and Interpretation: Introduction, meaning
	12-Jan-2018	Significance, uses
	13-Jan-2018	Advantages and limitations
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Do
	16-Jan-2018	Ratios in relation to Short term Liquidity-I
	17-Jan-2018	Short term Liquidity-II
	18-Jan-2018	Do
	19-Jan-2018	long term Solvency-I
	20-Jan-2018	Do
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant Panchami</b>
	23-Jan-2018	long term Solvency-II
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	long term Solvency-III
	28-Jan-2018	<b>Sunday</b>
6.	29-Jan-2018	Do
	30-Jan-2018	Profitability-I
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>
	1-Feb-2018	Profitability-II
	2-Feb-2018	Profitability-III
	3-Feb-2018	Return on Investment
	4-Feb-2018	<b>Sunday</b>
7.	5-Feb-2018	Return on Capital Employed
	6-Feb-2018	Do
	7-Feb-2018	Return on Net-Worth
	8-Feb-2018	the Return onAssets to Evaluate Overall Performance of Business.
	9-Feb-2018	EPS,DPS

	10-Feb-2018	<b>Maharshi Dayanand Saraswati Jyanti</b>
	11-Feb-2018	<b>Sunday</b>
8.	12-Feb-2018	Do
	13-Feb-2018	<b>Maha Shivratri</b>
	14-Feb-2018	Practice questions-I
	15-Feb-2018	Practice questions-II
	16-Feb-2018	Test of Ratio analysis
	17-Feb-2018	Cash Flow Statement: Meaning of Cash and features
	18-Feb-2018	<b>Sunday</b>
9.	19-Feb-2018	Preparation of cfs-II
	20-Feb-2018	Preparation of cfs-II
	21-Feb-2018	Users of Cash Flow Statement
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Analyses of Cash Flow Statements-Practicles-I
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
10.	26-Feb-2018	Analyses of Cash Flow Statements-Practicles-II
	27-Feb-2018	Analyses of Cash Flow Statements-Practicles-III
	28-Feb-2018	<b>Holiday</b>
	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
11.	5-Mar-2018	Analyses of Cash Flow Statements-Practicles-IV
	6-Mar-2018	Analyses of Cash Flow Statements-Practicles-V
	7-Mar-2018	Funds Flow Statements: Meaning, Nature
	8-Mar-2018	Difference between Fund Flow and Cash
	9-Mar-2018	FlowStatement
	10-Mar-2018	Advantages and limitations of FFS
	11-Mar-2018	<b>Sunday</b>
12.	12-Mar-2018	Problem Solving Session
	13-Mar-2018	Problem Solving Session
	14-Mar-2018	Problem Solving Session
	15-Mar-2018	Problem Solving Session
	16-Mar-2018	Problem Solving Session
	17-Mar-2018	Class Test
	18-Mar-2018	<b>Sunday</b>
13.	19-Mar-2018	Class Test
	20-Mar-2018	Class Test
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Problem solving Session
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh,Rajguru,&amp; Sukhdev</b>
	24-Mar-2018	Problem Solving Session
	25-Mar-2018	<b>Sunday</b>
14.	26-Mar-2018	Performa of FFS
	27-Mar-2018	Do
	28-Mar-2018	Practicles of FFS-I

	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Practicles of FFS-II
	31-Mar-2018	Do
	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Practicles of FFS-III
	3-Apr-2018	Do
	4-Apr-2018	Practicles of FFS-IV
	5-Apr-2018	Do
	6-Apr-2018	Societal Obligations of Accounting-I
	7-Apr-2018	Do
	8-Apr-2018	<b>Sunday</b>
16.	9-Apr-2018	Societal Obligations of Accounting-I
	10-Apr-2018	Do
	11-Apr-2018	Revision
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	Revision
	15-Apr-2018	<b>Sunday</b>
17.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama Jyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
18.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

## Lesson Plan

**Name of the Assistant/ Associate Professor:** Sumita Sharma

**Class and Section :** BBA 4<sup>th</sup> Sem

**Subject:** BBA-209 Macro Business Environment

Week	Date	Topics
1.	1-Jan-2018	Indian Economy - Introduction
	2-Jan-2018	Economic Reforms- Meaning

	3-Jan-2018	Liberalisation- Meaning ,Features
	4-Jan-2018	Do
	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	Liberalisation- Impact on INDIA
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Privatization- Concept , features
	9-Jan-2018	Privatization- Effect on GDP
	10-Jan-2018	Globalization- Concept
	11-Jan-2018	Globalization- Effects, Contribution
	12-Jan-2018	Globalization - world trends
	13-Jan-2018	Industrial policy of India- Meaning
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Industrial policy of India- Importance & Working
	16-Jan-2018	Do
	17-Jan-2018	Current Industrial Policy
	18-Jan-2018	Do
	19-Jan-2018	Industrail Policy - Updates
	20-Jan-2018	Do
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant Panchami</b>
	23-Jan-2018	Test - Industrial Policy
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Foreign capital and technology
	28-Jan-2018	<b>Sunday</b>
6.	29-Jan-2018	Foreign investment policy
	30-Jan-2018	Multinational corporations
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>
	1-Feb-2018	Foreign investment in India
	2-Feb-2018	Regulation and promotion of foreign trade
	3-Feb-2018	Do
	4-Feb-2018	<b>Sunday</b>
7.	5-Feb-2018	Case Study
	6-Feb-2018	Class test
	7-Feb-2018	Nature & operations of multilateral economic Institutions
	8-Feb-2018	Do
	9-Feb-2018	Class Test
	10-Feb-2018	<b>Maharshi Dayanand Saraswati Jyanti</b>
	11-Feb-2018	<b>Sunday</b>
8.	12-Feb-2018	World Bank- Concept, Meaning
	13-Feb-2018	<b>Maha Shivratri</b>

	14-Feb-2018	World Bank- Working
	15-Feb-2018	World Trade Organisation- Working and Contribution
	16-Feb-2018	Do
	17-Feb-2018	Class test
	18-Feb-2018	<b>Sunday</b>
9.	19-Feb-2018	International Monetary Fund - Role & Features
	20-Feb-2018	Do
	21-Feb-2018	Class Test
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	International Monetary Fund - Working and advantages
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
10.	26-Feb-2018	Class Test
	27-Feb-2018	Class Test
	28-Feb-2018	<b>Holiday</b>
	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
11.	5-Mar-2018	Assignment - India at WTO & World Bank
	6-Mar-2018	Do
	7-Mar-2018	Monetary Policy - Meaning & Concept
	8-Mar-2018	Do
	9-Mar-2018	Monetary Policy - Importance and control
	10-Mar-2018	Do
	11-Mar-2018	<b>Sunday</b>
12.	12-Mar-2018	Monetary Policy - Techniques and Tools
	13-Mar-2018	Do
	14-Mar-2018	Monetary Policy & Inflation and Deflation
	15-Mar-2018	Do
	16-Mar-2018	Presentation
	17-Mar-2018	Group Discussion on Monetary policy of 2018
	18-Mar-2018	<b>Sunday</b>
13.	19-Mar-2018	Do
	20-Mar-2018	Class test
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Problem solving session
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh,Rajguru,&amp; Sukhdev</b>
	24-Mar-2018	Fiscal Policy - meaning , Objectives
	25-Mar-2018	<b>Sunday</b>
14.	26-Mar-2018	Do
	27-Mar-2018	Fiscal Policy - Tools and Impact
	28-Mar-2018	Fiscal Policy and Inflation
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Case Study Session
	31-Mar-2018	Do
	1-Apr-2018	<b>Sunday</b>

	2-Apr-2018	EXIM POLICY OF INDIA-1(INTRODUCTION)
	3-Apr-2018	Do
	4-Apr-2018	EXIM POLICY OF INDIA-2(OBJECTIVE, SIGNIFICANCE)
	5-Apr-2018	Do
	6-Apr-2018	EXIM POLICY OF INDIA-3 (MAIN PROVISIONS)
	7-Apr-2018	Do
	8-Apr-2018	<b>Sunday</b>
16.	9-Apr-2018	IMPACT OF EXIM POLICY ON INDIAN EXPORT AND import
	10-Apr-2018	Do
	11-Apr-2018	PRACTICE AND DOUBT SESSION-6
	12-Apr-2018	Discussion of Previous Year Papers
	13-Apr-2018	Discussion of Previous Year Papers
	14-Apr-2018	<b>Dr Ambedkar Jayanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>
17.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama Jyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
18.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

## Lesson Plan

I

**Name of the Assistant/ Associate Professor:-Sumita Sharma**

**Class and Section :-BBA 6<sup>TH</sup> Semester**

**Subject :-Business law**

Week	Date	Topics
1.	1-Jan-2018	Indian companies act 2013
	2-Jan-2018	History and administration of company registration in india
	3-Jan-2018	Special features of act

	4-Jan-2018	Amendments of the companies act
	5-Jan-2018	Working and administration of company law
	6-Jan-2018	Test
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Establishment of companies in india
	9-Jan-2018	Company meaning and definition
	10-Jan-2018	Lifting or piercing the corporate veil
	11-Jan-2018	Advantage of joint stock companies
	12-Jan-2018	Exception of principals
	13-Jan-2018	Types of company
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Privilege and exemptions of private company
	16-Jan-2018	Termination of privilege
	17-Jan-2018	Test
	18-Jan-2018	Memorandum of association
	19-Jan-2018	Subject matters of memorandum of association
	20-Jan-2018	Procedure of alteration
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>BasantPanchami</b>
	23-Jan-2018	Test
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Article of association,Contents of article of association
	28-Jan-2018	<b>Sunday</b>
5.	29-Jan-2018	Doctrine of constructive notice
	30-Jan-2018	Doctrine of indoor management,Exception to the doctrine of indoor management
	31-jan -2018	<b>Guru Ravidas Jayanti</b>

## Lesson Plan

II

**Name of the Assistant/ Associate Professor:-Sumita Sharma**

**Class and Section :-BBA 6<sup>TH</sup> Semester**

**Subject :- Business law**

Week	Date	Topics
1.	1-Feb-2018	Test
	2-Feb-2018	Allotment of shares

	3-Feb-2018	Provisions regarding allotment
	4-Feb-2018	<b>Sunday</b>
2.	5-Feb-2018	Procedure of allotment
	6-Feb-2018	Return of allotment
	7-Feb-2018	Test
	8-Feb-2018	Legal rules regarding membership
	9-Feb-2018	Ways of acquiring membership
	10-Feb-2018	<b>MaharshiDayanandSaraswatiJyanti</b>
	11-Feb-2018	<b>Sunday</b>
3.	12-Feb-2018	Rectification of the register of membership
	13-Feb-2018	<b>MahaShivratri</b>
	14-Feb-2018	Test
	15-Feb-2018	Debenture(meaning ,definition and characteristics )
	16-Feb-2018	Classes of debentures
	17-Feb-2018	Mortgage
	18-Feb-2018	<b>Sunday</b>
4.	19-Feb-2018	Registration of charges
	20-Feb-2018	Test
	21-Feb-2018	Power, function & duties of directors,
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Restriction in respect of appointment of directors
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
5.	26-Feb-2018	Removal of directors Remuneration payable by companies having profits
	27-Feb-2018	Meeting of directors
	28-Feb-2018	Test

**Name of the Assistant/ Associate Professor :-Sumita Sharma**

**Class and Section :-BBA 6<sup>TH</sup> Semester**

**Subject :- BBA-309 Business law**

<b>Week</b>	<b>Date</b>	<b>Topics</b>
1.	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	Prevention of mismanagement
	4-Mar-2018	<b>Sunday</b>
2.	5-Mar-2018	Winding up of company
	6-Mar-2018	Modes of winding up
	7-Mar-2018	Commencement of winding up by NCLT
	8-Mar-2018	Duties of liquidator
	9-Mar-2018	Power of liquidator
	10-Mar-2018	Person liable as contributory
	11-Mar-2018	<b>Sunday</b>
3.	12-Mar-2018	Consequences of voluntary winding up
	13-Mar-2018	Provisions applicable to a members
	14-Mar-2018	Liquidators in voluntary winding up
	15-Mar-2018	Consequences of winding up
	16-Mar-2018	Test
	17-Mar-2018	Security exchange board of india act
	18-Mar-2018	<b>Sunday</b>
4.	19-Mar-2018	Guidelines for issue of commercial paper
	20-Mar-2018	Reservation and firm allotment
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Test
	23-Mar-2018	<b>ShaheediDiwas of BhagatSingh,Rajguru,&amp;Sukhdev</b>
	24-Mar-2018	Guidelines for book building
	25-Mar-2018	<b>Sunday</b>
5.	26-Mar-2018	Do
	27-Mar-2018	Do
	28-Mar-2018	Problem Solving Session
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Problem Solving Session
	31-Mar-2018	Problem Solving Session

Name of the Assistant/Associate Professor:-Sumita Sharma

Class and Section :-BBA 6<sup>TH</sup> Semester

Subject :- Business law

Week	Date	Topics
1.	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Sebi guidance
	3-Apr-2018	Do
	4-Apr-2018	Denomination
	5-Apr-2018	Do
	6-Apr-2018	Guidance for issue of shares
	7-Apr-2018	Do
	8-Apr-2018	<b>Sunday</b>
2.	9-Apr-2018	Employees stock option scheme
	10-Apr-2018	Do
	11-Apr-2018	Problem Solving Session
	12-Apr-2018	Problem Solving Session
	13-Apr-2018	Problem Solving Session
	14-Apr-2018	<b>Dr. AmbedkarJyanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>
3.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>ParashuramaJyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
4.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

## Lesson Plan

**Name of the Assistant/ Associate Professor :** Sumita Sharma

**Class and Section :** B.Com 4<sup>th</sup> Sem.

**Subject :** BC-404 Company Law

Week	Date	Topics
1.	1-Jan-2018	Membership in Companies: History, meaning, definition and characteristics of a company
	2-Jan-2018	Types of Companies, Difference between a private and a public company
	3-Jan-2018	Company Management and administration
	4-Jan-2018	Termination of membership
	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	Directors- Appointment, power and Legal position: Meaning and Definition of Director, Board of Directors, No. of Directors
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Qualifications of Directors
	9-Jan-2018	Appointment of Directors
	10-Jan-2018	Legal Position of Directors

	11-Jan-2018	Removal of Directors and Resignation by Directors
	12-Jan-2018	Power of Directors, duties of directors
	13-Jan-2018	Liabilities of directors
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Managerial remuneration: Remuneration of directors
	16-Jan-2018	Remuneration of Management Functionary
	17-Jan-2018	Key Management personnel
	18-Jan-2018	Managing director: meaning, Rights and liabilities of managing directors
	19-Jan-2018	Test
	20-Jan-2018	Company Secretary: Meaning, and Role of secretary
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant Panchami</b>
	23-Jan-2018	Appointment and duties of Secretary
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Sessional</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Liabilities, rights and dismissal of secretary Meetings and Resolutions: Meaning and definition
	28-Jan-2018	<b>Sunday</b>
6.	29-Jan-2018	Characteristics of a company meeting, Kinds of meeting
	30-Jan-2018	Requisites of a valid meeting: Validity of meeting
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>
	1-Feb-2018	Authority , notice and agenda
	2-Feb-2018	Quorum: Quorum of meetings of directors
	3-Feb-2018	Chairperson and Conduct of Meetings
	4-Feb-2018	<b>Sunday</b>
7.	5-Feb-2018	Resolutions: Kinds of Resolutions
	6-Feb-2018	Minutes and voting& poll
	7-Feb-2018	Proxy: statutory provision relating to proxy
	8-Feb-2018	Dividends: meaning, types of dividends
	9-Feb-2018	Accounts of companies
	10-Feb-2018	<b>Maharshi Dayanand Saraswati Jyanti</b>
	11-Feb-2018	<b>Sunday</b>
8.	12-Feb-2018	Audit & auditors: Meaning, Scope of Audit, Audit Procedures
	13-Feb-2018	<b>Maha Shivratri</b>
	14-Feb-2018	Qualities of an auditor, Types of auditors
	15-Feb-2018	Advantages & disadvantages of auditor
	16-Feb-2018	Test
	17-Feb-2018	Audit process
	18-Feb-2018	<b>Sunday</b>
9.	19-Feb-2018	Audit Programme: meaning, definitions, objectives
	20-Feb-2018	Essentials of a good audit programme
	21-Feb-2018	Prevention of oppression : Meaning of oppression and mismanagement
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>

	23-Feb-2018	Powers of the court- Tribunal: company law board Special fetures of prevention of oppression and Mismanagement
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
10.	26-Feb-2018	Reorganisation of the company: schemes of compromise and aggrement
	27-Feb-2018	Summary of the provision relating to “Compromises” arrangement, Conditions for sanction of compromise
	28-Feb-2018	<b>Holiday</b>
	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
11.	5-Mar-2018	Information Regarding Compromise or Arrangement
	6-Mar-2018	Test
	7-Mar-2018	Amalgamation and reconstruction: meaning and definition of amalgamation and absorption and its object
	8-Mar-2018	Meaning of Reconstruction and its object
	9-Mar-2018	Types of Reconstruction: External and internal reconstruction
	10-Mar-2018	Types of amalgamation: 1. In the nature of merger
	11-Mar-2018	<b>Sunday</b>
12.	12-Mar-2018	Amalgamation in the nature of Purchase
	13-Mar-2018	Important Terminology
	14-Mar-2018	Purchase consideration: meaning and methods
	15-Mar-2018	Journal entries in books of Transferor company and example
	16-Mar-2018	Journal entries in books of Transferee company and example
	17-Mar-2018	Reconstruction under section 494 of the act
	18-Mar-2018	<b>Sunday</b>
13.	19-Mar-2018	Test
	20-Mar-2018	Winding up: meaning, object
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Modes of winding up, Winding up by the Tribunal ( company court)
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh, Rajguru, &amp; Sukhdev</b>
	24-Mar-2018	Reduction of prescribed Minimum Number
	25-Mar-2018	<b>Sunday</b>
14.	26-Mar-2018	Problem Solving Session
	27-Mar-2018	Problem Solving Session
	28-Mar-2018	Problem Solving Session
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Class Test
	31-Mar-2018	Class Test
	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Revision
	3-Apr-2018	Revision
	4-Apr-2018	Revision
	5-Apr-2018	Principles for Disposing a winding-up application

	6-Apr-2018	Petitioners for winding-up
	7-Apr-2018	Winding-up petition and procedure
	8-Apr-2018	<b>Sunday</b>
16.	9-Apr-2018	Power of Tribunal (company court)
	10-Apr-2018	Consequences of winding-up order
	11-Apr-2018	Jurisdiction of winding-up court and its illustrations
	12-Apr-2018	Do
	13-Apr-2018	Do
	14-Apr-2018	<b>Dr. Ambedkar Jyanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>
17.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama Jyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
18.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

# Lesson Plan

Name of the Assistant/ Associate Professor: Seema

Class and Section :M.Com 2<sup>nd</sup> Sem

Subject: MC-205 Corporate Accounting

Week	Date	Topics
1.	1-Jan-2018	Issues & forfeiture of shares
	2-Jan-2018	Introduction and types of company
	3-Jan-2018	Types of shares, method of issues of shares
	4-Jan-2018	Do
	5-Jan-2018	<b>Guru gobind singh jayanti</b>
	6-Jan-2018	Difference between reserve capital and capital reserve
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Issue at par, discount and premium
	9-Jan-2018	Over subscription and under subscription
	10-Jan-2018	Forfeiture of shares
	11-Jan-2018	Pro-rata
	12-Jan-2018	Esop
	13-Jan-2018	Problems
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Valuation of shares-Introduction
	16-Jan-2018	Net asset method
	17-Jan-2018	Do
	18-Jan-2018	Earning capacity method
	19-Jan-2018	Do
	20-Jan-2018	Dividend yield method
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant panchami</b>
	23-Jan-2018	Earning yield method
	24-Jan-2018	<b>Sir chhotu ram jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic day</b>
	27-Jan-2018	Do
	28-Jan-2018	<b>Sunday</b>
6.	29-Jan-2018	Average method
	30-Jan-2018	Exchange rate method
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>
	1-Feb-2018	Do
	2-Feb-2018	Final account of companies
	3-Feb-2018	Format of profit & loss A/C
	4-Feb-2018	<b>Sunday</b>
7.	5-Feb-2018	Divisible profits

	6-Feb-2018	Dividend
	7-Feb-2018	Format of balance sheet
	8-Feb-2018	Managerial remuneration
	9-Feb-2018	Do
	10-Feb-2018	<b>Maharshi dayanand saraswati jyanti</b>
	11-Feb-2018	<b>Sunday</b>
8.	12-Feb-2018	Illustrations
	13-Feb-2018	<b>Maha shivratri</b>
	14-Feb-2018	Amalgamation & absorption
	15-Feb-2018	Types of amalgamation
	16-Feb-2018	The nature of purchase
	17-Feb-2018	Difference between amalgamation and purchase consideration
	18-Feb-2018	<b>Sunday</b>
9.	19-Feb-2018	Lump sum and net asset method
	20-Feb-2018	Net payment method
	21-Feb-2018	Difference between pooling of interest and purchase
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Inter-company dividends
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
10.	26-Feb-2018	Do
	27-Feb-2018	Inter-company holdings
	28-Feb-2018	<b>Holiday</b>
	1-Mar-2018	<b>Guru ravidash birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
11.	5-Mar-2018	Internal reconstruction
	6-Mar-2018	Capital reduction
	7-Mar-2018	Procedure of reducing share capital
	8-Mar-2018	Steps of reconstruction
	9-Mar-2018	Human resources Accounting
	10-Mar-2018	Meaning and objectives
	11-Mar-2018	<b>Sunday</b>
12.	12-Mar-2018	Valuation of human resources
	13-Mar-2018	Historical, replacement, opportunity & PV method
	14-Mar-2018	Benefits & limitations
	15-Mar-2018	Lease accounting
	16-Mar-2018	Terms, advantages & Disadvantages
	17-Mar-2018	Do
	18-Mar-2018	Accounting treatment
13.	19-Mar-2018	Do
	20-Mar-2018	Accounting treatment
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Treatment in the books of Leger
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh, Rajguru, &amp; Sukhdev</b>
	24-Mar-2018	Do
	25-Mar-2018	<b>Sunday</b>

14.	26-Mar-2018	Corporate reporting
	27-Mar-2018	Directors report and CSR
	28-Mar-2018	Current practices of corporate reporting
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Advantages &disadvantages of holding companies
	31-Mar-2018	Minority interest
	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Capital reserve
	3-Apr-2018	Pre-acquisition of profits
	4-Apr-2018	Revaluation of assets
	5-Apr-2018	Interim dividend
	6-Apr-2018	Treatment of debentures
	7-Apr-2018	Problem solving Session
	8-Apr-2018	<b>Sunday</b>
16.	9-Apr-2018	Revision
	10-Apr-2018	Revision
	11-Apr-2018	Revision
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	Revision
	15-Apr-2018	<b>Sunday</b>
17.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama jyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
18.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

## Lesson Plan

**Name of the Assistant/ Associate Professor:** Sumita Sharma

**Class and Section :** BBA 2<sup>nd</sup> Sem

**Subject:** BBA-109 Analysis of Financial Statement

Week	Date	Topics
1.	1-Jan-2018	Analysis and Interpretation of Financial Statements: Meaning
	2-Jan-2018	Advantages, Objectives
	3-Jan-2018	Importance, Limitations
	4-Jan-2018	Parties involved
	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	Methods and Techinques of AFS: common size comparative, trend
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Methods and Techinques of AFS: ratio, cfs and ffs
	9-Jan-2018	Test of AFS
	10-Jan-2018	Do
	11-Jan-2018	Ratio Analysis and Interpretation: Introduction, meaning
	12-Jan-2018	Significance, uses
	13-Jan-2018	Advantages and limitations
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Do
	16-Jan-2018	Ratios in relation to Short term Liquidity-I
	17-Jan-2018	Short term Liquidity-II
	18-Jan-2018	Do
	19-Jan-2018	long term Solvency-I
	20-Jan-2018	Do
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant Panchami</b>
	23-Jan-2018	long term Solvency-II
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	long term Solvency-III
	28-Jan-2018	<b>Sunday</b>
6.	29-Jan-2018	Do
	30-Jan-2018	Profitability-I
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>
	1-Feb-2018	Profitability-II
	2-Feb-2018	Profitability-III
	3-Feb-2018	Return on Investment
	4-Feb-2018	<b>Sunday</b>
7.	5-Feb-2018	Return on Capital Employed
	6-Feb-2018	Do
	7-Feb-2018	Return on Net-Worth
	8-Feb-2018	the Return onAssets to Evaluate Overall Performance of Business.
	9-Feb-2018	EPS,DPS

	10-Feb-2018	<b>Maharshi Dayanand Saraswati Jyanti</b>
	11-Feb-2018	<b>Sunday</b>
8.	12-Feb-2018	Do
	13-Feb-2018	<b>Maha Shivratri</b>
	14-Feb-2018	Practice questions-I
	15-Feb-2018	Practice questions-II
	16-Feb-2018	Test of Ratio analysis
	17-Feb-2018	Cash Flow Statement: Meaning of Cash and features
	18-Feb-2018	<b>Sunday</b>
9.	19-Feb-2018	Preparation of cfs-II
	20-Feb-2018	Preparation of cfs-II
	21-Feb-2018	Users of Cash Flow Statement
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Analyses of Cash Flow Statements-Practicles-I
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
10.	26-Feb-2018	Analyses of Cash Flow Statements-Practicles-II
	27-Feb-2018	Analyses of Cash Flow Statements-Practicles-III
	28-Feb-2018	<b>Holiday</b>
	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
11.	5-Mar-2018	Analyses of Cash Flow Statements-Practicles-IV
	6-Mar-2018	Analyses of Cash Flow Statements-Practicles-V
	7-Mar-2018	Funds Flow Statements: Meaning, Nature
	8-Mar-2018	Difference between Fund Flow and Cash
	9-Mar-2018	FlowStatement
	10-Mar-2018	Advantages and limitations of FFS
	11-Mar-2018	<b>Sunday</b>
12.	12-Mar-2018	Problem Solving Session
	13-Mar-2018	Problem Solving Session
	14-Mar-2018	Problem Solving Session
	15-Mar-2018	Problem Solving Session
	16-Mar-2018	Problem Solving Session
	17-Mar-2018	Class Test
	18-Mar-2018	<b>Sunday</b>
13.	19-Mar-2018	Class Test
	20-Mar-2018	Class Test
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Problem solving Session
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh,Rajguru,&amp; Sukhdev</b>
	24-Mar-2018	Problem Solving Session
	25-Mar-2018	<b>Sunday</b>
14.	26-Mar-2018	Performa of FFS
	27-Mar-2018	Do
	28-Mar-2018	Practicles of FFS-I

	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Practicles of FFS-II
	31-Mar-2018	Do
	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Practicles of FFS-III
	3-Apr-2018	Do
	4-Apr-2018	Practicles of FFS-IV
	5-Apr-2018	Do
	6-Apr-2018	Societal Obligations of Accounting-I
	7-Apr-2018	Do
	8-Apr-2018	<b>Sunday</b>
16.	9-Apr-2018	Societal Obligations of Accounting-I
	10-Apr-2018	Do
	11-Apr-2018	Revision
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	Revision
	15-Apr-2018	<b>Sunday</b>
17.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama Jyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
18.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

## Lesson Plan

**Name of the Assistant/ Associate Professor:** Sumita Sharma

**Class and Section :** BBA 4<sup>th</sup> Sem

**Subject:** BBA-209 Macro Business Environment

Week	Date	Topics
1.	1-Jan-2018	Indian Economy - Introduction
	2-Jan-2018	Economic Reforms- Meaning

	3-Jan-2018	Liberalisation- Meaning ,Features
	4-Jan-2018	Do
	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	Liberalisation- Impact on INDIA
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Privatization- Concept , features
	9-Jan-2018	Privatization- Effect on GDP
	10-Jan-2018	Globalization- Concept
	11-Jan-2018	Globalization- Effects, Contribution
	12-Jan-2018	Globalization - world trends
	13-Jan-2018	Industrial policy of India- Meaning
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Industrial policy of India- Importance & Working
	16-Jan-2018	Do
	17-Jan-2018	Current Industrial Policy
	18-Jan-2018	Do
	19-Jan-2018	Industrail Policy - Updates
	20-Jan-2018	Do
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant Panchami</b>
	23-Jan-2018	Test - Industrial Policy
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Foreign capital and technology
	28-Jan-2018	<b>Sunday</b>
6.	29-Jan-2018	Foreign investment policy
	30-Jan-2018	Multinational corporations
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>
	1-Feb-2018	Foreign investment in India
	2-Feb-2018	Regulation and promotion of foreign trade
	3-Feb-2018	Do
	4-Feb-2018	<b>Sunday</b>
7.	5-Feb-2018	Case Study
	6-Feb-2018	Class test
	7-Feb-2018	Nature & operations of multilateral economic Institutions
	8-Feb-2018	Do
	9-Feb-2018	Class Test
	10-Feb-2018	<b>Maharshi Dayanand Saraswati Jyanti</b>
	11-Feb-2018	<b>Sunday</b>
8.	12-Feb-2018	World Bank- Concept, Meaning
	13-Feb-2018	<b>Maha Shivratri</b>

	14-Feb-2018	World Bank- Working
	15-Feb-2018	World Trade Organisation- Working and Contribution
	16-Feb-2018	Do
	17-Feb-2018	Class test
	18-Feb-2018	<b>Sunday</b>
9.	19-Feb-2018	International Monetary Fund - Role & Features
	20-Feb-2018	Do
	21-Feb-2018	Class Test
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	International Monetary Fund - Working and advantages
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
10.	26-Feb-2018	Class Test
	27-Feb-2018	Class Test
	28-Feb-2018	<b>Holiday</b>
	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
11.	5-Mar-2018	Assignment - India at WTO & World Bank
	6-Mar-2018	Do
	7-Mar-2018	Monetary Policy - Meaning & Concept
	8-Mar-2018	Do
	9-Mar-2018	Monetary Policy - Importance and control
	10-Mar-2018	Do
	11-Mar-2018	<b>Sunday</b>
12.	12-Mar-2018	Monetary Policy - Techniques and Tools
	13-Mar-2018	Do
	14-Mar-2018	Monetary Policy & Inflation and Deflation
	15-Mar-2018	Do
	16-Mar-2018	Presentation
	17-Mar-2018	Group Discussion on Monetary policy of 2018
	18-Mar-2018	<b>Sunday</b>
13.	19-Mar-2018	Do
	20-Mar-2018	Class test
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Problem solving session
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh,Rajguru,&amp; Sukhdev</b>
	24-Mar-2018	Fiscal Policy - meaning , Objectives
	25-Mar-2018	<b>Sunday</b>
14.	26-Mar-2018	Do
	27-Mar-2018	Fiscal Policy - Tools and Impact
	28-Mar-2018	Fiscal Policy and Inflation
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Case Study Session
	31-Mar-2018	Do
	1-Apr-2018	<b>Sunday</b>

	2-Apr-2018	EXIM POLICY OF INDIA-1(INTRODUCTION)
	3-Apr-2018	Do
	4-Apr-2018	EXIM POLICY OF INDIA-2(OBJECTIVE, SIGNIFICANCE)
	5-Apr-2018	Do
	6-Apr-2018	EXIM POLICY OF INDIA-3 (MAIN PROVISIONS)
	7-Apr-2018	Do
	8-Apr-2018	<b>Sunday</b>
16.	9-Apr-2018	IMPACT OF EXIM POLICY ON INDIAN EXPORT AND import
	10-Apr-2018	Do
	11-Apr-2018	PRACTICE AND DOUBT SESSION-6
	12-Apr-2018	Discussion of Previous Year Papers
	13-Apr-2018	Discussion of Previous Year Papers
	14-Apr-2018	<b>Dr Ambedkar Jayanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>
17.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama Jyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
18.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

## Lesson Plan

I

**Name of the Assistant/ Associate Professor:-Sumita Sharma**

**Class and Section :-BBA 6<sup>TH</sup> Semester**

**Subject :-Business law**

Week	Date	Topics
1.	1-Jan-2018	Indian companies act 2013
	2-Jan-2018	History and administration of company registration in india
	3-Jan-2018	Special features of act

	4-Jan-2018	Amendments of the companies act
	5-Jan-2018	Working and administration of company law
	6-Jan-2018	Test
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Establishment of companies in india
	9-Jan-2018	Company meaning and definition
	10-Jan-2018	Lifting or piercing the corporate veil
	11-Jan-2018	Advantage of joint stock companies
	12-Jan-2018	Exception of principals
	13-Jan-2018	Types of company
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Privilege and exemptions of private company
	16-Jan-2018	Termination of privilege
	17-Jan-2018	Test
	18-Jan-2018	Memorandum of association
	19-Jan-2018	Subject matters of memorandum of association
	20-Jan-2018	Procedure of alteration
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>BasantPanchami</b>
	23-Jan-2018	Test
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Article of association,Contents of article of association
	28-Jan-2018	<b>Sunday</b>
5.	29-Jan-2018	Doctrine of constructive notice
	30-Jan-2018	Doctrine of indoor management,Exception to the doctrine of indoor management
	31-jan -2018	<b>Guru Ravidas Jayanti</b>

## Lesson Plan

II

**Name of the Assistant/ Associate Professor:-Sumita Sharma**

**Class and Section :-BBA 6<sup>TH</sup> Semester**

**Subject :- Business law**

Week	Date	Topics
1.	1-Feb-2018	Test
	2-Feb-2018	Allotment of shares

	3-Feb-2018	Provisions regarding allotment
	4-Feb-2018	<b>Sunday</b>
2.	5-Feb-2018	Procedure of allotment
	6-Feb-2018	Return of allotment
	7-Feb-2018	Test
	8-Feb-2018	Legal rules regarding membership
	9-Feb-2018	Ways of acquiring membership
	10-Feb-2018	<b>MaharshiDayanandSaraswatiJyanti</b>
	11-Feb-2018	<b>Sunday</b>
3.	12-Feb-2018	Rectification of the register of membership
	13-Feb-2018	<b>MahaShivratri</b>
	14-Feb-2018	Test
	15-Feb-2018	Debenture(meaning ,definition and characteristics )
	16-Feb-2018	Classes of debentures
	17-Feb-2018	Mortgage
	18-Feb-2018	<b>Sunday</b>
4.	19-Feb-2018	Registration of charges
	20-Feb-2018	Test
	21-Feb-2018	Power, function & duties of directors,
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Restriction in respect of appointment of directors
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
5.	26-Feb-2018	Removal of directors Remuneration payable by companies having profits
	27-Feb-2018	Meeting of directors
	28-Feb-2018	Test

**Name of the Assistant/ Associate Professor :-Sumita Sharma**

**Class and Section :-BBA 6<sup>TH</sup> Semester**

**Subject :- BBA-309 Business law**

<b>Week</b>	<b>Date</b>	<b>Topics</b>
1.	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	Prevention of mismanagement
	4-Mar-2018	<b>Sunday</b>
2.	5-Mar-2018	Winding up of company
	6-Mar-2018	Modes of winding up
	7-Mar-2018	Commencement of winding up by NCLT
	8-Mar-2018	Duties of liquidator
	9-Mar-2018	Power of liquidator
	10-Mar-2018	Person liable as contributory
	11-Mar-2018	<b>Sunday</b>
3.	12-Mar-2018	Consequences of voluntary winding up
	13-Mar-2018	Provisions applicable to a members
	14-Mar-2018	Liquidators in voluntary winding up
	15-Mar-2018	Consequences of winding up
	16-Mar-2018	Test
	17-Mar-2018	Security exchange board of india act
	18-Mar-2018	<b>Sunday</b>
4.	19-Mar-2018	Guidelines for issue of commercial paper
	20-Mar-2018	Reservation and firm allotment
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Test
	23-Mar-2018	<b>ShaheediDiwas of BhagatSingh,Rajguru,&amp;Sukhdev</b>
	24-Mar-2018	Guidelines for book building
	25-Mar-2018	<b>Sunday</b>
5.	26-Mar-2018	Do
	27-Mar-2018	Do
	28-Mar-2018	Problem Solving Session
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Problem Solving Session
	31-Mar-2018	Problem Solving Session

Name of the Assistant/Associate Professor:-Sumita Sharma

Class and Section :-BBA 6<sup>TH</sup> Semester

Subject :- Business law

Week	Date	Topics
1.	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Sebi guidance
	3-Apr-2018	Do
	4-Apr-2018	Denomination
	5-Apr-2018	Do
	6-Apr-2018	Guidance for issue of shares
	7-Apr-2018	Do
	8-Apr-2018	<b>Sunday</b>
2.	9-Apr-2018	Employees stock option scheme
	10-Apr-2018	Do
	11-Apr-2018	Problem Solving Session
	12-Apr-2018	Problem Solving Session
	13-Apr-2018	Problem Solving Session
	14-Apr-2018	<b>Dr. AmbedkarJyanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>
3.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>ParashuramaJyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
4.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

## Lesson Plan

I

Name of the Assistant/ Associate Professor:- Renu Bala

Class and Section :-M.COM- PREVIOUS

Subject :- HUMAN RESOURCE MANAGEMENT

Week	Date	Topics
1.	1-Jan-2018	Human resource management(meaning, definition, objectives)
	2-Jan-2018	HRM(nature, needs, importance)
	3-Jan-2018	HRM( evaluation and function)
	4-Jan-2018	HRM and personal management
	5-Jan-2018	Guru Gobind Singh Birthday
	6-Jan-2018	HRM environment
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	HRM in dynamic environment
	9-Jan-2018	Jobs & career in HRM
	10-Jan-2018	Strategic HRM
	11-Jan-2018	Competencies of HR professional

	12-Jan-2018	Traditional HR& strategic HR
	13-Jan-2018	Building up skills for effective hr manager
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Global HRM
	16-Jan-2018	Difference between domestic and international HRM
	17-Jan-2018	Factors influencing the global HRM
	18-Jan-2018	HR function
	19-Jan-2018	Recruitment
	20-Jan-2018	Selection
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>BasantPanchami</b>
	23-Jan-2018	Taninig(meaning, nature, importance)
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	Method of training(on and off the job) & Assignment-1
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Class test
	28-Jan-2018	<b>Sunday</b>
5.	29-Jan-2018	Development(meaning, nature, importance)
	30-Jan-2018	Methods
	31-Jan 2018	Difference between training and development

## Lesson Plan

## II

**Name of the Assistant/ Associate Professor :- Renu Bala**

**Class and Section:- M.COM- PREVIOUS**

**Subject :- HUMAN RESOURCE MANAGEMENT**

Week	Date	Topics	Practical
1.	1-Feb-2018	Human resource planning(meaning, feature, importance)	
	2-Feb-2018	Human resource planning process	
	3-Feb-2018	Human resource planning objectives	
	4-Feb-2018	<b>Sunday</b>	
2.	5-Feb-2018	Limitation of HRM planning	
	6-Feb-2018	Human resource information system(meaning, feature, importance)	
	7-Feb-2018	Types of information system	
	8-Feb-2018	Objectives and limitation of human resource information system	
	9-Feb-2018	Test	
	10-Feb-2018	<b>MaharshiDayanandSaraswatiJyanti</b>	
	11-Feb-2018	<b>Sunday</b>	
3.	12-Feb-2018	Human resource policy(meaning, feature, importance)	
	13-Feb-2018	<b>MahaShivratri</b>	
	14-Feb-2018	Types of policy	
	15-Feb-2018	Factors affecting the policy	

	16-Feb-2018	Job analysis(meaning, feature, importance)	
	17-Feb-2018	Methods of job analysis	
	18-Feb-2018	<b>Sunday</b>	
4.	19-Feb-2018	Advantage and limitation of job analysis	
	20-Feb-2018	Induction (meaning, feature, importance)	
	21-Feb-2018	Advantage and limitation of induction method	
	22-Feb-2018	Placement( meaning, feature, importance)	
	23-Feb-2018	Methods of placement	
	24-Feb-2018	Various type of placement cells	
	25-Feb-2018	<b>Sunday</b>	
5.	26-Feb-2018	Difference between induction and placement	
	27-Feb-2018	Sessional test-1	
	28-Feb-2018	<b>KuK Holiday</b>	

### Lesson Plan

III

Name of the Assistant/ Associate Professor :- Renu Bala

Class and Section:- M.COM- PREVIOUS

Subject :- HUMAN RESOURCE MANAGEMENT

Week	Date	Topics	Practical
1.	1-Mar-2018	<b>Guru Ravidash Birthday</b>	
	2-Mar-2018	<b>Holi</b>	
	3-Mar-2018	<b>Holiday</b>	
	4-Mar-2018	<b>Sunday</b>	
2.	5-Mar-2018	Work force( meaning, feature, importance)	
	6-Mar-2018	Ways to work force	
	7-Mar-2018	Transfer ( meaning, feature, importance)	
	8-Mar-2018	Ways to transfer	
	9-Mar-2018	Promotion( meaning, feature, importance)	
	10-Mar-2018	Methods of promotion	
	11-Mar-2018	<b>Sunday</b>	
3.	12-Mar-2018	Employees training and executive development	
	13-Mar-2018	Career planning ( meaning, feature, importance)	
	14-Mar-2018	Career development( meaning, feature, importance)	
	15-Mar-2018	Performance appraisal( meaning, feature, importance)	
	16-Mar-2018	Potential appraisal	
	17-Mar-2018	Method of potential appraisal	
	18-Mar-2018	<b>Sunday</b>	
4.	19-Mar-2018	Test	
	20-Mar-2018	Empowerment	
	21-Mar-2018	Quality of work life	
	22-Mar-2018		
	23-Mar-2018	<b>ShaheediDiwas of BhagatSingh,Rajguru,&amp;Sukhdev</b>	
	24-Mar-2018	Quality of work life	
	25-Mar-2018	<b>Sunday</b>	

5.	26-Mar-2018	Do	
	27-Mar-2018	Group discussion	
	28-Mar-2018	Do	
	29-Mar-2018	Revision on above topic	
	30-Mar-2018	Assignment-2 & sessional test-2	
	31-Mar-2018	Job satisfaction ,Job strees management	

### Lesson Plan

**IV**

**Name of the Assistant/Associate Professor:- Renu Bala**

**Class and Section:-M.COM- PREVIOUS**

**Subject:-HUMAN RESOURCE MANAGEMENT**

Week	Date	Topic
1.	1-Apr-2018	Compensation( meaning, feature, nature)
	2-Apr-2018	Significance of compensation
	3-Apr-2018	Do
	4-Apr-2018	Do
	5-Apr-2018	Types of compensation
	6-Apr-2018	Do
	7-Apr-2018	Do
	8-Apr-2018	<b>Sunday</b>
2.	9-Apr-2018	Class test
	10-Apr-2018	Incentive and employee benefit
	11-Apr-2018	Do
	12-Apr-2018	Do
	13-Apr-2018	Do
	14-Apr-2018	<b>Dr. AmbedkarJyanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>
3.	16-Apr-2018	Revision
	17-Apr-2018	Do
	18-Apr-2018	<b>ParashuramaJyanti</b>
	19-Apr-2018	Do
	20-Apr-2018	Do
	21-Apr-2018	Do
	22-Apr-2018	<b>Sunday</b>
4.	23-Apr-2018	Do
	24-Apr-2018	Do
	25-Apr-2018	Do
	26-Apr-2018	Do
	27-Apr-2018	Do
	28-Apr-2018	do

### Lesson Plan

**I**

**Name of the Assistant/ Associate Professor:-Renu Bala**

**Class and Section :-BBA 4<sup>TH</sup> Semester****Subject :- Financial Management**

<b>Week</b>	<b>Date</b>	<b>Topics</b>
1.	1-Jan-2018	Financial management (meaning ,definition and concepts)
	2-Jan-2018	Approaches to finance function
	3-Jan-2018	Function of finance function
	4-Jan-2018	Objectives of financial management & importance
	5-Jan-2018	Guru Gobind Singh Jayanti
	6-Jan-2018	Function of financial management
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Scope of financial management
	9-Jan-2018	Relationship of finance to other activities
	10-Jan-2018	Organization of fiancé function
	11-Jan-2018	Function of the chief financial manager
	12-Jan-2018	Function of treasures
	13-Jan-2018	Function of controller
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Types of financial planning
	16-Jan-2018	Factor affecting financial planning
	17-Jan-2018	Factors affecting the funds for fixed assets
	18-Jan-2018	Assessment of funds requirements
	19-Jan-2018	Determinates of financial planning
	20-Jan-2018	Process of financial planning
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>BasantPanchami</b>
	23-Jan-2018	Investment decisions(meaning, feature ,importance )
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	Kinds of capital budgeting decisions
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Techniques of capital budgeting
	28-Jan-2018	<b>Sunday</b>
5.	29-Jan-2018	Cost of capital(meaning ,importance ), Classification of cost of capital
	30-Jan-2018	Assignment-1
	31- jan -2018	preference share capital

**Lesson Plan****II****Name of the Assistant/ Associate Professor:- Renu Bala****Class and Section :-BBA 4<sup>TH</sup> Semester****Subject :- Financial Management**

Week	Date	Topics
1.	1-Feb-2018	Cost of preference share capital
	2-Feb-2018	Overall cost of capital
	3-Feb-2018	Calculation of weighted average cost of capital
	4-Feb-2018	<b>Sunday</b>
2.	5-Feb-2018	Financial decision( capitalization:-introduction meaning ,types)
	6-Feb-2018	Theories of capitalization
	7-Feb-2018	Over –capitalization
	8-Feb-2018	Under –capitalization
	9-Feb-2018	Remedies for under - capitalization
	10-Feb-2018	<b>MaharshiDayanandSaraswatiJyanti</b>
	11-Feb-2018	<b>Sunday</b>
3.	12-Feb-2018	Watered capital
	13-Feb-2018	<b>MahaShivratri</b>
	14-Feb-2018	Illustration
	15-Feb-2018	Assignment
	16-Feb-2018	Capital structure decision & theories
	17-Feb-2018	Factors affecting capital structure
	18-Feb-2018	<b>Sunday</b>
4.	19-Feb-2018	Capital structure theories
	20-Feb-2018	Arbitrage process
	21-Feb-2018	Traditional approach
	22-Feb-2018	Dividend decisions(introduction ,significance )
	23-Feb-2018	Kinds of dividend
	24-Feb-2018	Factors determining dividend policy , Modigliani –miller approach
	25-Feb-2018	<b>Sunday</b>
5.	26-Feb-2018	Sessional Test-1
	27-Feb-2018	Walter model
	28-Feb-2018	KUK Holidays

### Lesson Plan

III

Name of the Assistant/ Associate Professor :- Renu Bala

Class and Section :-BBA 4<sup>TH</sup> Semester

Subject :- Financial Management

Week	Date	Topics
1.	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	Holiday
	4-Mar-2018	<b>Sunday</b>
2.	5-Mar-2018	Gordon's model
	6-Mar-2018	Illustration
	7-Mar-2018	Illustration
	8-Mar-2018	Test
	9-Mar-2018	Working capital management(definition, needs)

	10-Mar-2018	do
	11-Mar-2018	<b>Sunday</b>
3.	12-Mar-2018	Factors affecting working capital
	13-Mar-2018	Do
	14-Mar-2018	Management of working capital
	15-Mar-2018	Analysis of working capital
	16-Mar-2018	Working capital forecast
	17-Mar-2018	Illustration
	18-Mar-2018	<b>Sunday</b>
4.	19-Mar-2018	do
	20-Mar-2018	Sources of finance(introduction and meaning )
	21-Mar-2018	Do
	22-Mar-2018	Class test
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh, Rajguru, &amp; Sukhdev</b>
	24-Mar-2018	Types of sources of finance
	25-Mar-2018	<b>Sunday</b>
5.	26-Mar-2018	Do
	27-Mar-2018	Analysis of equity shares
	28-Mar-2018	Sessional Test-2
	29-Mar-2018	Assignment-2
	30-Mar-2018	Preference shares (types ,advantage ,disadvantage )
	31-Mar-2018	Do

### Lesson Plan

**IV**

**Name of the Assistant/Associate Professor:-Renu Bala**

**Class and Section :-BBA 4<sup>TH</sup> Semester**

**Subject :- Financial Management**

Week	Date	Topics
1.	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Analysis of preference share
	3-Apr-2018	Ploughing back of profits
	4-Apr-2018	Do
	5-Apr-2018	Do
	6-Apr-2018	Debentures (meaning ,nature,types)
	7-Apr-2018	Debenture and government policy
	8-Apr-2018	<b>Sunday</b>
2.	9-Apr-2018	Do
	10-Apr-2018	Group discussion
	11-Apr-2018	Class test
	12-Apr-2018	Loans from financial institution
	13-Apr-2018	Short term financing
	14-Apr-2018	<b>Dr. Ambedkar Jyanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>

3.	16-Apr-2018	Revision
	17-Apr-2018	Do
	18-Apr-2018	<b>ParashuramaJyanti</b>
	19-Apr-2018	Do
	20-Apr-2018	Do
	21-Apr-2018	Do
	22-Apr-2018	<b>Sunday</b>
4.	23-Apr-2018	Do
	24-Apr-2018	Do
	25-Apr-2018	Do
	26-Apr-2018	Do
	27-Apr-2018	Do
	28-Apr-2018	do

## Lesson Plan

I

**Name of the Assistant/ Associate Professor: - Renu Bala**

**Class and Section :-B.COM- FIRST**

**Subject :- FUNDAMENTAL OF MARKETING**

Week	Date	Topics
1.	1-Jan-2018	Marketing(meaning, concept, nature and scope)
	2-Jan-2018	Principle of marketing
	3-Jan-2018	Function of marketing, importance of marketing
	4-Jan-2018	Marketing concepts(old and new concept), Marketing mix(meaning, nature, element)
	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	Four P's of marketing mix
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Factors affecting the marketing mix
	9-Jan-2018	Analysis of marketing environment(meaning, nature, component )
	10-Jan-2018	Internal environment
	11-Jan-2018	External environment(demographic, socio- cultural, political environment)
	12-Jan-2018	Natural, technology, and legal environment)
	13-Jan-2018	Factors affecting the marketing environment
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Consumer behavior(meaning, importance), Types of consumers
	16-Jan-2018	Class test
	17-Jan-2018	Scope and determinates of consumer behavior
	18-Jan-2018	Behavior of Indian consumer behavior
	19-Jan-2018	Difficulties in understanding consumer behavior

	20-Jan-2018	Change in consumer behavior and its effect on marketing
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant Panchami</b>
	23-Jan-2018	Market segmentation(meaning, nature, importance)
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	Criteria for effective segmentation
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Methods of market segmentation
	28-Jan-2018	<b>Sunday</b>
5.	29-Jan-2018	Assignment -1 & Mass marketing
	30-Jan-2018	Product – differentiation marketing
	31-Jan-2018	Target marketing

## Lesson Plan

**II**

**Name of the Assistant/ Associate Professor :- Renu Bala**

**Class and Section:- B.COM- FIRST**

**Subject :- FUNDAMENTAL OF MARKETING**

<b>Week</b>	<b>Date</b>	<b>Topics</b>
1.	1-Feb-2018	Market segmentation strategies
	2-Feb-2018	Difference between product differentiation and market segmentation
	3-Feb-2018	Advantage of marketing segmentation and example of market segmentation
	4-Feb-2018	<b>Sunday</b>
2.	5-Feb-2018	Product( meaning, definition, feature, importance)
	6-Feb-2018	Levels of product
	7-Feb-2018	Classification of product
	8-Feb-2018	Comparison between convenience, shopping and specialty products
	9-Feb-2018	Product mix
	10-Feb-2018	<b>Maharshi Dayanand Saraswati Jyanti</b>
	11-Feb-2018	<b>Sunday</b>
3.	12-Feb-2018	Product line decision
	13-Feb-2018	<b>Maha Shivratri</b>
	14-Feb-2018	Product life cycle
	15-Feb-2018	New product development process
	16-Feb-2018	product planning
	17-Feb-2018	New product development( branding)
	18-Feb-2018	<b>Sunday</b>
4.	19-Feb-2018	Packaging(meaning, importance, advantage)
	20-Feb-2018	Classification of packaging, function of packaging

	21-Feb-2018	Labeling(meaning, content, objective)
	22-Feb-2018	Types of label
	23-Feb-2018	After sale services
	24-Feb-2018	Product pricing(meaning, importance, objectives) , Pricing policies
	25-Feb-2018	<b>Sunday</b>
5.	26-Feb-2018	Sessional test-1
	27-Feb-2018	Factors affecting the pricing decision(internal and external)
	28-Feb-2018	<b>Holiday</b>

## Lesson Plan

## III

Name of the Assistant/ Associate Professor :- Renu Bala

Class and Section:- B.COM- FIRST

Subject :- FUNDAMENTAL OF MARKETING

Week	Date	Topics
1.	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
2.	5-Mar-2018	Pricing methods(cost-Based method, demand based method, competition based pricing,Pricing strategies)
	6-Mar-2018	Promotion(meaning, nature, importance)
	7-Mar-2018	Methods of promotion(personal selling)
	8-Mar-2018	Advertisement (method meaning, nature, importance, media)
	9-Mar-2018	Sales promotion( meaning, nature, importance ,methods)
	10-Mar-2018	Publicity (meaning, nature, importance), Public relation
	11-Mar-2018	<b>Sunday</b>
3.	12-Mar-2018	Class test
	13-Mar-2018	Distribution channels(meaning, characteristics)
	14-Mar-2018	Types of distribution channels(conventional channel)
	15-Mar-2018	Non- conventional channels
	16-Mar-2018	Do
	17-Mar-2018	do
	18-Mar-2018	<b>Sunday</b>
	4.	19-Mar-2018
20-Mar-		Factors affecting the channel choice(product consideration)

	2018	
	21-Mar-2018	Market consideration
	22-Mar-2018	Company consideration
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh,Rajguru,&amp; Sukhdev</b>
	24-Mar-2018	DO
	25-Mar-2018	<b>Sunday</b>
5.	26-Mar-2018	GROUP DISCUSSION
	27-Mar-2018	Sessional Test-2
	28-Mar-2018	Middlemen consideration
	29-Mar-2018	Environmental consideration
	30-Mar-2018	Assignment-2
	31-Mar-2018	Policies and strategy of distribution

### Lesson Plan

**IV**

**Name of the Assistant/Associate Professor:- Renu Bala**

**Class and Section:- B.COM- FIRST**

**Subject:- FUNDAMENTAL OF MARKETING**

Week	Date	Topics
1.	1-Apr-2018	Role of distribution channel in marketing, Function of middlemen
	2-Apr-2018	Revision
	3-Apr-2018	Revision
	4-Apr-2018	Physical distribution(meaning, nature, importance)
	5-Apr-2018	DO
	6-Apr-2018	Problem solving
	7-Apr-2018	Problem solving
	8-Apr-2018	<b>Sunday</b>
2.	9-Apr-2018	Components of physical distribution, , Physical distribution management
	10-Apr-2018	DO
	11-Apr-2018	DO
	12-Apr-2018	Advantage and limitation of distribution channels
	13-Apr-2018	DO
	14-Apr-2018	<b>Dr. Ambedkar Jyanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>

3.	16-Apr-2018	Revision
	17-Apr-2018	Do
	18-Apr-2018	<b>Parashurama Jyanti</b>
	19-Apr-2018	Do
	20-Apr-2018	Do
	21-Apr-2018	Do
	22-Apr-2018	<b>Sunday</b>
4.	23-Apr-2018	Do
	24-Apr-2018	Do
	25-Apr-2018	Do
	26-Apr-2018	Do
	27-Apr-2018	Do
	28-Apr-2018	do

### LESSON PLAN

Name of Assistant/associate professor: Renu Bala

Class and section: M.com 4<sup>th</sup> semester

Subject: Corporate tax planning and Management (MC 402)

WEEK	DATE	TOPIC
1	1-jan-18	Introduction to Concept of tax planning
	2-jan-18	Concept of Corporate tax planning
	3-jan-18	Continuation of corporate tax planning
	4-jan-18	Concept of tax avoidance
	5-jan-18	Methods of tax avoidance
	6-jan-18	Class discussion
	7-jan-18	Sunday
2	8-jan-18	Concept of tax evasion
	9-jan-18	Methods of tax evasion

	10-jan-18	Concept of tax management
	11-jan-18	Need and importance of tax management
	12-jan-18	Various dimensions of tax management
	13-jan-18	Revision
	14-jan-18	Sunday
3	15-jan-18	Methods of tax management
	16-jan-18	Methods of tax management
	17-jan-18	Tax management in current scenario
	18-jan-18	Difference between tax avoidance,tax evasion,tax management
	19-jan-18	Concept of legality of tax avoidance,tax evasion,tax management
	20-jan-18	Queries handling and discussions
	21-jan-18	Sunday
4	22-jan-18	Tax planning with reference to setting up new business
	23-jan-18	Continue
	24-jan-18	Continue
	26-jan-18	Continue
	27-jan-18	Class presentation/discussion
	28-jan-18	Sunday
5	29-jan-18	Location aspects of business
	30-jan-18	Locational aspects of business
	31-jan -18	Nature of business

### **Lesson Plan**

Name of Assistant/associate professor: Renu Bala

Class and section: M.com 4<sup>th</sup> semester

Subject: Corporate tax planning and Management (MC 402)

Week	DATE	TOPICS
	1-feb-18	Continue
	2-feb-18	Continue
	3-feb-18	Class presentation
	4-feb-18	Sunday
6	5-feb-18	Computation of tax income and tax liability in india
	6-feb-18	Miscellaneous illustration
	7-feb-18	Miscellaneous illustration
	8-feb-18	Miscellaneous illustration
	9-feb-18	Queries handling
	10-Feb-18	Maharishi dayanand saraswati jyanti
	11-feb-18	Sunday
7	12-feb-18	Decision making under tax planning
	13-feb-18	Continuation
	14-feb-18	Continuation

	15-feb-18	Fianacial management with regard to tax planning
	16-feb-18	Continuation
	17-feb-18	Continuation
	18-feb-18	Sunday
8	19-feb-18	Tax planning and capital structure
	20-feb-18	Tax planning and capital structure
	21-feb-18	Tax planning and capital structure
	22-feb-18	Practical problems
	23-feb-18	Practical problems
	24-feb-18	Revision and queries handling
	25-feb-18	Sunday
9	26-feb-18	Practical problems
	27-feb-18	Practical problems
	28-feb-18	University holidays

### **Lesson Plan**

Name of Assistant/associate professor: Renu Bala

Class and section: M.com 4<sup>th</sup> semester

Subject: Corporate tax planning and Management (MC 402)

Week	DATE	TOPICS
	1-March -18	University holidays
	2-March-18	University holidays
	3-March -18	University holidays
	4-March -18	Sunday
10	5-March -18	Tax planning and dividend policy
	6-March -18	Tax planning an dividend policy
	7-March -18	Tax planning nad dividend policy
	8-March -18	Practical problems
	9-March-18	Practical problems
	10-March -18	Queries handling
	11-March -18	Sunday
11	12-March -18	Tax planning and inter corporate dividends
	13-March -18	Tax planning and inter corporate dividends
	14-March -18	Practical problems
	15-March -18	Practical problems
	16-March-18	Queries handling
	17-March -18	Class test
	18-March -18	Sunday
12	19-March -18	Tax planning and bonus shares
	20-March -18	Tax planning and bonus shares
	21-March -18	Practical problems
	22-March -18	Queries handling
	23-March-18	Shahid devas
	24-March -18	Class presentations
	25-March -18	Sunday
13	26-March -18	Concept of special economic zones
	27-March -18	Special tax provisions related to special economic zones

Week	DATE	TOPICS
	28-March -18	Tax palnning in backward area and infrastructure sector
	29-March-18	Mahavir jyanti
	30-March -18	Tax incentives for exporters
	31-March -18	Tax incentives for exporters

## Lesson Plan

Name of Assistant/associate professor: Renu Bala

Class and section: M.com 4<sup>th</sup> semester

Subject: Corporate tax planning and Management (MC 402)

Week	Date	Topics
1.	1-Apr-2018	Tax Planning and managerial decision
	2-Apr-2018	Do

	3-Apr-2018	Do
	4-Apr-2018	Tax planning in respect of own or Lease
	5-Apr-2018	DO
	6-Apr-2018	Do
	7-Apr-2018	Sale of asset Used for scientific research
	8-Apr-2018	<b>Sunday</b>
2.	9-Apr-2018	Make or Buy and shut down or continue decision
	10-Apr-2018	Tax planning and planning in respect of amalgamation of companies
	11-Apr-2018	Do
	12-Apr-2018	Merger and acquisition
	13-Apr-2018	DO
	14-Apr-2018	<b>Dr. Ambedkar Jyanti/Vaisakhi</b>
	15-Apr-2018	<b>Sunday</b>
3.	16-Apr-2018	Revision
	17-Apr-2018	Do
	18-Apr-2018	<b>Parashurama Jyanti</b>
	19-Apr-2018	Do
	20-Apr-2018	Do
	21-Apr-2018	Do
	22-Apr-2018	<b>Sunday</b>
4.	23-Apr-2018	Do
	24-Apr-2018	Do
	25-Apr-2018	Do
	26-Apr-2018	Do
	27-Apr-2018	Do
	28-Apr-2018	Do

## Lesson Plan

**Name of the Assistant/ Associate Professor:** Renu Bala

**Class and Section :** BBA 6<sup>th</sup> Sem

**Subject:** BBA-311 PRINCIPLES OF INSURANCE

Week	Date	Topics
1.	1-Jan-2018	Introduction
	2-Jan-2018	Nature
	3-Jan-2018	Classification-Life & Non-life
	4-Jan-2018	Functions of Insurance
	5-Jan-2018	<b>Guru gobind singh jayanti</b>
	6-Jan-2018	Do
	7-Jan-2018	<b>Sunday</b>

2.	8-Jan-2018	Importance of insurance
	9-Jan-2018	Do
	10-Jan-2018	Evolution of Insurance
	11-Jan-2018	Principles of Insurance
	12-Jan-2018	Quiz on Insurance
	13-Jan-2018	Life Insurance –Concept and meaning
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Public & Pvt. Sector companies in India – their product
	16-Jan-2018	Schemes & plans
	17-Jan-2018	LIC Act 1956-An overview
	18-Jan-2018	Do
	19-Jan-2018	Class test
	20-Jan-2018	Case study
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant panchami</b>
	23-Jan-2018	General Insurance – Concept,types
	24-Jan-2018	<b>Sir chhotu ram jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic day</b>
	27-Jan-2018	Public & Pvt. Sector companies in India – their products
	28-Jan-2018	<b>Sunday</b>
6.	29-Jan-2018	Schemes & plans
	30-Jan-2018	IRDA Act 1999 – Organization, guidelines for life & Non-life insurance
	31-Jan-2018	<b>Guru ravidas jayanti</b>
	1-Feb-2018	Do
	2-Feb-2018	Class test
	3-Feb-2018	Class test
	4-Feb-2018	<b>Sunday</b>
7.	5-Feb-2018	Case study
	6-Feb-2018	Do
	7-Feb-2018	Distribution channel in Insurance-Introduction
	8-Feb-2018	Individual agents-appointment
	9-Feb-2018	Do
	10-Feb-2018	<b>Maharshi dayanand saraswati jyanti</b>
	11-Feb-2018	<b>Sunday</b>
8.	12-Feb-2018	Functions
	13-Feb-2018	<b>Maha shivratri</b>
	14-Feb-2018	Code of conduct and remuneration
	15-Feb-2018	Do
	16-Feb-2018	Class test
	17-Feb-2018	Class test
	18-Feb-2018	<b>Sunday</b>
9.	19-Feb-2018	Eligibility

	20-Feb-2018	Quiz on Insurance
	21-Feb-2018	Quiz on Insurance
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Code of conduct
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
10.	26-Feb-2018	Remuneration of corporate agents and brokers
	27-Feb-2018	Do
	28-Feb-2018	<b>Holiday</b>
	1-Mar-2018	<b>Guru ravidash birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
11.	5-Mar-2018	Case study
	6-Mar-2018	Life insurance
	7-Mar-2018	Do
	8-Mar-2018	Documentation in Life insurance contract
	9-Mar-2018	Claims settlement in Life Insurance
	10-Mar-2018	Do
	11-Mar-2018	<b>Sunday</b>
12.	12-Mar-2018	Documentation in General insurance contract
	13-Mar-2018	Do
	14-Mar-2018	Class test
	15-Mar-2018	Class test
	16-Mar-2018	Claims settlement in General Insurance
	17-Mar-2018	Do
	18-Mar-2018	<b>Sunday</b>
13.	19-Mar-2018	Case study
	20-Mar-2018	Case study
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Revision
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh,Rajguru,&amp; Sukhdev</b>
	24-Mar-2018	Old year question papers
	25-Mar-2018	<b>Sunday</b>
14.	26-Mar-2018	Old year question papers
	27-Mar-2018	Revision
	28-Mar-2018	Revision
	29-Mar-2018	Revision
	30-Mar-2018	Revision
	31-Mar-2018	Revision
	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Revision
	3-Apr-2018	Revision
	4-Apr-2018	Revision
	5-Apr-2018	Revision
	6-Apr-2018	Revision
	7-Apr-2018	Revision

	8-Apr-2018	<b>Sunday</b>
16.	9-Apr-2018	Revision
	10-Apr-2018	Revision
	11-Apr-2018	Revision
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	<b>Dr ambedakar jayanti/vasakhi</b>
	15-Apr-2018	<b>Sunday</b>
17.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama jyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
18.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

### Lesson Plan

Name of the Assistant/ Associate Professor: Preeti Sharma

Class and Section : BBA 2<sup>nd</sup> Year

Subject: BBA-208: Human Behaviour at Work

Week	Date	Topics
1.	1-Jan-2018	<b>Behaviour at Workplace- its meaning</b>
	2-Jan-2018	<b>Behaviour at Workplace- its meaning</b>
	3-Jan-2018	<b>Behaviour at Workplace- its nature</b>
	4-Jan-2018	<b>Behaviour at Workplace- its nature</b>
	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	<b>Group as a medium of learning- overview</b>
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	<b>Group as a medium of learning</b>
	9-Jan-2018	<b>Group Development Process</b>
	10-Jan-2018	<b>-Do-</b>
	11-Jan-2018	<b>-Do-</b>
	12-Jan-2018	<b>Group Dynamics in Workplaces- overview</b>
	13-Jan-2018	<b>Group Cohesiveness</b>

	14-Jan-2018	Sunday
3.	15-Jan-2018	Revision
	16-Jan-2018	Group Cohesiveness
	17-Jan-2018	Group Think
	18-Jan-2018	Group Think
	19-Jan-2018	
	20-Jan-2018	-Do-
	21-Jan-2018	Sunday
4.	22-Jan-2018	Basant Panchami
	23-Jan-2018	Group Obedience
	24-Jan-2018	Sir Chhotu Ram Jyanti
	25-Jan-2018	1 <sup>st</sup> Assignment
	26-Jan-2018	Republic Day
	27-Jan-2018	Group Morale
	28-Jan-2018	Sunday
6.	29-Jan-2018	-Do-
	30-Jan-2018	Group Performance
	31-Jan-2018	Guru Ravidas Jyanti
	1-Feb-2018	Group Performance
	2-Feb-2018	Group decision-making
	3-Feb-2018	-Do-
	4-Feb-2018	Sunday
7.	5-Feb-2018	Group synergy
	6-Feb-2018	-Do-
	7-Feb-2018	Team building
	8-Feb-2018	-Do-
	9-Feb-2018	Interpersonal Influence Processes- overview
	10-Feb-2018	Maharshi Dayanand Saraswati Jyanti
	11-Feb-2018	Sunday
8.	12-Feb-2018	Interpersonal Influence Processes- overview
	13-Feb-2018	Maha Shivratri
	14-Feb-2018	Social Loafing
	15-Feb-2018	-Do-
	16-Feb-2018	Social Facilitation
	17-Feb-2018	- Do-
	18-Feb-2018	Sunday
9.	19-Feb-2018	Interpersonal Communication
	20-Feb-2018	- Do-
	21-Feb-2018	- Do-
	22-Feb-2018	2 <sup>nd</sup> Assignment
	23-Feb-2018	Interpersonal Communication
	24-Feb-2018	1 <sup>st</sup> Sessional
	25-Feb-2018	Sunday
10.	26-Feb-2018	Revision
	27-Feb-2018	Revision
	28-Feb-2018	Holiday
	1-Mar-2018	Guru Ravidash Birthday
	2-Mar-2018	Holi
	3-Mar-2018	Holiday

	<b>4-Mar-2018</b>	<b>Sunday</b>
<b>11.</b>	<b>5-Mar-2018</b>	<b>Career roles</b>
	<b>6-Mar-2018</b>	<b>Career roles</b>
	<b>7-Mar-2018</b>	<b>Career roles</b>
	<b>8-Mar-2018</b>	<b>Career Identity</b>
	<b>9-Mar-2018</b>	<b>Career Identity</b>
	<b>10-Mar-2018</b>	<b>Career Identity</b>
	<b>11-Mar-2018</b>	<b>Sunday</b>
<b>12.</b>	<b>12-Mar-2018</b>	<b>Competition contd.</b>
	<b>13-Mar-2018</b>	<b>Competition contd.</b>
	<b>14-Mar-2018</b>	<b>Competition contd.</b>
	<b>15-Mar-2018</b>	<b>Competition contd.</b>
	<b>16-Mar-2018</b>	<b>contd. Competition</b>
	<b>17-Mar-2018</b>	<b>contd. Competition</b>
	<b>18-Mar-2018</b>	<b>Sunday</b>
<b>13.</b>	<b>19-Mar-2018</b>	<b>Revision</b>
	<b>20-Mar-2018</b>	<b>Revision</b>
	<b>21-Mar-2018</b>	<b>2<sup>nd</sup> Sessional</b>
	<b>22-Mar-2018</b>	<b>Cooperation Contd.</b>
	<b>23-Mar-2018</b>	<b>Shaheedi Diwas of Bhagat Singh,Rajguru,&amp; Sukhdev</b>
	<b>24-Mar-2018</b>	<b>Revision</b>
	<b>25-Mar-2018</b>	<b>Sunday</b>
<b>14.</b>	<b>26-Mar-2018</b>	<b>Cooperation Contd.</b>
	<b>27-Mar-2018</b>	<b>contd. Cooperation</b>
	<b>28-Mar-2018</b>	<b>contd. Cooperation</b>
	<b>29-Mar-2018</b>	<b>contd. Cooperation</b>
	<b>30-Mar-2018</b>	<b>Summary of Human Behaviour at Work</b>
	<b>31-Mar-2018</b>	<b>Summary of Human Behaviour at Work</b>
		<b>1-Apr-2018</b>
	<b>2-Apr-2018</b>	<b>Discussions on Human Behaviour at Work</b>
	<b>3-Apr-2018</b>	<b>Discussions on Human Behaviour at Work</b>
	<b>4-Apr-2018</b>	<b>Discussions on Human Behaviour at Work .</b>
	<b>5-Apr-2018</b>	<b>Notes &amp; Doubts clearing session</b>
	<b>6-Apr-2018</b>	<b>Notes &amp; Doubts clearing session</b>
	<b>7-Apr-2018</b>	<b>Test- Whole Course</b>
	<b>8-Apr-2018</b>	<b>Sunday</b>
<b>16.</b>	<b>9-Apr-2018</b>	<b>Presentation and revision - Group I</b>
	<b>10-Apr-2018</b>	<b>Presentation and revision - Group II</b>
	<b>11-Apr-2018</b>	<b>Presentation and revision - Group III</b>
	<b>12-Apr-2018</b>	<b>Presentation and revision - Group IV</b>
	<b>13-Apr-2018</b>	<b>Presentation and revision - Group V</b>
	<b>14-Apr-2018</b>	<b>Presentation and revision - Group VI</b>
	<b>15-Apr-2018</b>	<b>Sunday</b>
<b>17.</b>	<b>16-Apr-2018</b>	<b>Presentation and revision - Group VII</b>
	<b>17-Apr-2018</b>	<b>Seminar on how to excel in Exams</b>
	<b>18-Apr-2018</b>	<b>Parashurama Jyanti</b>
	<b>19-Apr-2018</b>	<b>Revision</b>

	<b>20-Apr-2018</b>	<b>Revision</b>
	<b>21-Apr-2018</b>	<b>Revision</b>
	<b>22-Apr-2018</b>	<b>Sunday</b>
<b>18.</b>	<b>23-Apr-2018</b>	<b>Revision</b>
	<b>24-Apr-2018</b>	<b>Revision</b>
	<b>25-Apr-2018</b>	<b>Revision</b>
	<b>26-Apr-2018</b>	<b>Revision</b>
	<b>27-Apr-2018</b>	<b>Revision</b>
	<b>28-Apr-2018</b>	<b>Revision</b>

### Lesson Plan

**Name Of The Assistant/ Associate Professor:** Preeti Sharma

**Class And Section** : BBA 2<sup>nd</sup> Year

**Subject:** BBA -314 (Environment Management )

<b>Week</b>	<b>Date</b>	<b>Topics</b>
1.	1-Jan-2018	Environment Management – Meaning, Nature
	2-Jan-2018	Environment Management – Scope
	3-Jan-2018	Ecological Systems
	4-Jan-2018	Environmental Systems,
	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	Components Of The Eco-System
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Class Test
	9-Jan-2018	Man And Ecosystem And Environmental Systems
	10-Jan-2018	Man And Ecosystem And Environmental Systems
	11-Jan-2018	Conservation And Management
	12-Jan-2018	Conservation And Management
	13-Jan-2018	Revision
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Conservation And Management
	16-Jan-2018	Global Warming
	17-Jan-2018	Global Warming And Control Measures.
	18-Jan-2018	Eco-Friendly Business
	19-Jan-2018	Eco-Friendly Business
	20-Jan-2018	Corporate Social Responsibility
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant Panchami</b>
	23-Jan-2018	Corporate Social Responsibility
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>

	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Corporate Social Responsibility
	28-Jan-2018	<b>Sunday</b>
6.	29-Jan-2018	Corporate Social Responsibility
	30-Jan-2018	-Do-
	31-Jan-2018	<b>Guru Ravidas Jyanti</b>
	1-Feb-2018	Green Marketing
	2-Feb-2018	-Do-
	3-Feb-2018	-Do-
	4-Feb-2018	<b>Sunday</b>
7.	5-Feb-2018	Revision
	6-Feb-2018	Class Test
	7-Feb-2018	Factors Affecting Green Marketing
	8-Feb-2018	-Do-
	9-Feb-2018	-Do-
	10-Feb-2018	<b>Maharshi Dayanand Saraswati Jyanti</b>
	11-Feb-2018	<b>Sunday</b>
8.	12-Feb-2018	Revision
	13-Feb-2018	<b>Maha Shivratri</b>
	14-Feb-2018	Environment Ethics
	15-Feb-2018	-Do-
	16-Feb-2018	-Do-
	17-Feb-2018	-Do-
	18-Feb-2018	<b>Sunday</b>
9.	19-Feb-2018	Factor Affecting Environment Ethics
	20-Feb-2018	-Do-
	21-Feb-2018	Sustainable Development.
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Revision
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
10.	26-Feb-2018	Sustainable Development
	27-Feb-2018	-Do-
	28-Feb-2018	<b>Holiday</b>
	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
11.	5-Mar-2018	Sustainable Development
	6-Mar-2018	Class Test
	7-Mar-2018	Approaches For Environmental Management
	8-Mar-2018	-Do-
	9-Mar-2018	-Do-
	10-Mar-2018	Revision
	11-Mar-2018	<b>Sunday</b>
12.	12-Mar-2018	Management Based On Standards
	13-Mar-2018	-Do-
	14-Mar-2018	-Do-
	15-Mar-2018	Management Based On Best Practicable Means
	16-Mar-2018	-Do-
	17-Mar-2018	-Do-
	18-Mar-2018	<b>Sunday</b>

13.	19-Mar-2018	Measures For Environment
	20-Mar-2018	-Do-
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	-Do-
	23-Mar-2018	<b>Shaheedi Diwas Of Bhagat Singh,Rajguru,&amp; Sukhdev</b>
	24-Mar-2018	Class Test
	25-Mar-2018	<b>Sunday</b>
14.	26-Mar-2018	Provisions Of The Environment (Protection) Act, 1986
	27-Mar-2018	-Do-
	28-Mar-2018	-Do-
	29-Mar-2018	<b>Mahavir Jyanti</b>
	30-Mar-2018	-Do-
	31-Mar-2018	Revision
	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Environment Audit
	3-Apr-2018	-Do-
	4-Apr-2018	-Do-
	5-Apr-2018	Role Of Ngo's
	6-Apr-2018	Environment Audit
	7-Apr-2018	-Do-
	8-Apr-2018	<b>Sunday</b>
16.	9-Apr-2018	Institutions In Environment Protection.
	10-Apr-2018	-Do-
	11-Apr-2018	-Do-
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	Revision
	15-Apr-2018	<b>Sunday</b>
17.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama Jyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
18.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

## Lesson Plan

I

Name of the Assistant/ Associate Professor: - Preeti Sharma

Class and Section :-M.COM-final

Subject :- INTERNATIONAL HUMAN RESOURCE MANAGEMENT

Week	Date	Topics
1.	1-Jan-2018	International management (meaning, nature, concept)
	2-Jan-2018	Trends in international management
	3-Jan-2018	Importance of international management
	4-Jan-2018	Schools of thought of international management
	5-Jan-2018	Human resource management( meaning, nature, feature)
	6-Jan-2018	Objective of HRM, importance of HRM,
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Scope of HRM, approaches of HRM,
	9-Jan-2018	HRM environment, limitation of HRM
	10-Jan-2018	Factor influencing the international HRM
	11-Jan-2018	Difference between domestic and international HRM
	12-Jan-2018	Function of international HRM
	13-Jan-2018	TEST
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Comparative management (meaning, feature, uses)
	16-Jan-2018	Importance and scope of international HRM
	17-Jan-2018	Models of comparative management
	18-Jan-2018	Test
	19-Jan-2018	Recent trends in HRM
	20-Jan-2018	Case study
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant Panchami</b>
	23-Jan-2018	Issues in comparative management
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Legal issues ,Political issues
	28-Jan-2018	<b>Sunday</b>
5.	29-Jan-2018	Ethical issues

	30-Jan-2018	Cultural issues
	31-Jan-2018	<b>Guru Ravidas Jyanti</b>

## Lesson Plan

**II**

Week	Date	Topics
1.	1-Feb-2018	Management styles(meaning, nature, feature)
	2-Feb-2018	Types of management style
	3-Feb-2018	Management style in India
	4-Feb-2018	<b>Sunday</b>
2.	5-Feb-2018	Management style in US
	6-Feb-2018	Management style in Japan
	7-Feb-2018	Management style in korea
	8-Feb-2018	Management style in Europe
	9-Feb-2018	Difference between Management style in India and US
	10-Feb-2018	<b>Maharshi Dayanand Saraswati Jyanti</b>
	11-Feb-2018	<b>Sunday</b>
3.	12-Feb-2018	test
	13-Feb-2018	<b>Maha Shivratri</b>
	14-Feb-2018	Organazation design in different country
	15-Feb-2018	Organization structure
	16-Feb-2018	Organization behavior
	17-Feb-2018	Factor affecting organization design
	18-Feb-2018	<b>Sunday</b>
4.	19-Feb-2018	Test
	20-Feb-2018	Managing multinational business operation Finance and marketing
	21-Feb-2018	<b>2<sup>nd</sup> assignment</b>
	22-Feb-2018	Negotiating across culture
	23-Feb-2018	Factor affecting the Negotiating across culture
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
5.	26-Feb-2018	Types of culture,Importance of culture in business
	27-Feb-2018	Motivation(concept, meaning, theory)
	28-Feb-2018	<b>Holiday</b>

<b>Week</b>	<b>Date</b>	<b>Topics</b>
1.	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
2.	5-Mar-2018	Perception( concept, meaning, feature,)
	6-Mar-2018	theory of perception
	7-Mar-2018	Leadership(meaning, feature, importance)
	8-Mar-2018	Leadership style
	9-Mar-2018	Leadership theory
	10-Mar-2018	Leadership models
	11-Mar-2018	<b>Sunday</b>
3.	12-Mar-2018	Dimension of leadership
	13-Mar-2018	Communication(meaning, feature, importance)
	14-Mar-2018	Communication process
	15-Mar-2018	Communication theory
	16-Mar-2018	Communication models
	17-Mar-2018	Job satisfaction (meaning, feature, importance)
	18-Mar-2018	<b>Sunday</b>
4.	19-Mar-2018	Dimension of job satisfaction
	20-Mar-2018	Models of job satisfaction
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Attitude (meaning, feature, importance),Role of attitude in business
	23-Mar-2018	<b>Shaheedi Diwas of Bhagat Singh,Rajguru,&amp; Sukhdev</b>
	24-Mar-2018	Performance appraisal(meaning, feature, importance)
	25-Mar-2018	<b>Sunday</b>
5.	26-Mar-2018	Relationship between performance appraisal and performance evaluation
	27-Mar-2018	Test
	28-Mar-2018	Job analysis( meaning, feature, importance)
	29-Mar-2018	<b>Mahavir Jyanti</b>
	30-Mar-2018	Class Test
	31-Mar-2018	Class Test

**Lesson Plan****IV**

<b>Week</b>	<b>Date</b>	<b>Topics</b>
1.	1-Apr-2018	Job specification( meaning, feature, importance)
	2-Apr-2018	do
	3-Apr-2018	Job evaluation (meaning, feature, importance)
	4-Apr-2018	do
	5-Apr-2018	do
	6-Apr-2018	Problem solving
	7-Apr-2018	Problem solving
	8-Apr-2018	<b>Sunday</b>
2.	9-Apr-2018	Presentation
	10-Apr-2018	Presentation
	11-Apr-2018	Presentation
	12-Apr-2018	Presentation
	13-Apr-2018	Presentation
	14-Apr-2018	Revision
	15-Apr-2018	<b>Sunday</b>
3.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama Jyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
4.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

**Lesson Plan****I****Name Of The Assistant/ Associate Professor:- Preeti Sharma****Class And Section :-Bba 4<sup>th</sup> Semester****Subject :- BC-402 Business Statistics**

<b>Week</b>	<b>Date</b>	<b>Topics</b>
1.	1-Jan-2018	Correlation Analysis(Introduction,Utility,Types,Correlation And Causation,Method, Graphic Method,Scatter Diagram)
	2-Jan-2018	Correlation Graph
	3-Jan-2018	Algebraic Method(Karlpearson Coefficient Of Correlation)
	4-Jan-2018	Assumed Mean Method
	5-Jan-2018	Method Based On The Use Of Actual Data

	6-Jan-2018	Variance- Covariance Method
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Test
	9-Jan-2018	Variance- Covariance Method
	10-Jan-2018	Variance- Covariance Method
	11-Jan-2018	Calculation Of Coefficient Of Correlation In Grouped Data
	12-Jan-2018	Calculation Of Coefficient Of Correlation In Grouped Data
	13-Jan-2018	Assumption Of Karlpearson Coefficient Of Correlation
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Test
	16-Jan-2018	Assumption Of Karlpearson Coefficient Of Correlation
	17-Jan-2018	Spearman's Rank Correlation Method
	18-Jan-2018	Spearman's Rank Correlation Method
	19-Jan-2018	Concurrent Deviation Method
	20-Jan-2018	Coefficient Of Determination
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant panchami</b>
	23-Jan-2018	Regression Equation Using Regression Coefficient
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Using Deviations Taken From Actual Means ,Using Deviations Taken From Assumed Means
	28-Jan-2018	<b>Sunday</b>
5.	29-Jan-2018	Linear Regression Analysis(Meaning,Utility Of Regression ,Difference Between Correlation And Regression Types ,Simple Liner Regression)
	30-Jan-2018	Method Of Optaining Regression Lines, Regression Equations To Obtain Regression Equations From Coefficient Of Correlation,Standard Deviation And Arithmetic Mean Of X And Y To Obtain Regression Equations In Case Of Grouped Data
	31-Jan-201	<b>Guru Ravidas Jyanti</b>

Week	Date	Topics
1.	1-Feb-2018	To Obtain The Mean Values And Correlation Coefficient From The Regression Equations Standard Error Of Estimate
	2-Feb-2018	Time Series Analysis-1 (Meaning, Utility Of Time Series, Components ,Freehand Curve Method)
	3-Feb-2018	Semi-Average Method, Moving Average Method, Period Of Average Method
	4-Feb-2018	<b>Sunday</b>
2.	5-Feb-2018	Least Square Method ,Shifting The Trend Origin
	6-Feb-2018	Quadratic Trend, Fitting Of Exponential Trend
	7-Feb-2018	Test
	8-Feb-2018	Time Series Analysis-11(Measurement Of Seasonal Variations, Method Of Simple Averages)
	9-Feb-2018	Method Of Moving Averages, Ratio To Moving Averages Method
	10-Feb-2018	<b>Maharshidayanand saraswati jyanti</b>
	11-Feb-2018	<b>Sunday</b>
3.	12-Feb-2018	Ratio To Trend Method,Link Relative Method , Deseasonalisation Of Data
	13-Feb-2018	<b>Mahshivratri</b>
	14-Feb-2018	Test
	15-Feb-2018	Probability (Some Basis Concepts ,Definition, Importance, Scale)
	16-Feb-2018	Theorems Of Probability
	17-Feb-2018	Addition Theorem For Not Mutually Exclusive Events, Multiplication Theorem
	18-Feb-2018	<b>Sunday</b>
4.	19-Feb-2018	Probability Of Happening Of At Least One Event In Case Of N Independent Events ,Conditional Probability
	20-Feb-2018	Multiplication Theorem
	21-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	22-Feb-2018	Use Of Bernoulli Theorem, Mathematical Expectation, Bayes Theorem
	23-Feb-2018	Problem Solving
	24-Feb-2018	<b>1st Sessional</b>
	25-Feb-2018	<b>Sunday</b>
5.	26-Feb-2018	Hypothesis Testing-Large Sample Tests( Introduction ,Basic Concept, Sampling Test)
	27-Feb-2018	Test Of Hypothesis About Population Mean
	28-Feb-2018	Test Of Hypothesis About Difference Two Population Mean

### Lesson Plan

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Week	Date	Topics
1.	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
2.	5-Mar-2018	Test Of Hypothesis About Difference Two Test Of Hypothesis About Standard Deviation
	6-Mar-2018	Test Of Hypothesis About Population Mean
	7-Mar-2018	Test Of Hypothesis About The Difference Between Two Population Proportions
	8-Mar-2018	Problem Solving
	9-Mar-2018	Test
	10-Mar-2018	Hypothesis Testing-Small Sample Tests(T-Test)
	11-Mar-2018	<b>Sunday</b>

3.	12-Mar-2018	Test Of Hypothesis About Population Mean
	13-Mar-2018	Test Of Hypothesis About Difference Two Means In Case Of Independent Samples
	14-Mar-2018	Test Of Hypothesis About Difference Two Means With Dependent Samples
	15-Mar-2018	Test Of Hypothesis About Coefficient Of Correlation
	16-Mar-2018	Fisher's Z-Transformation
	17-Mar-2018	F-Test
	18-Mar-2018	<b>Sunday</b>
4.	19-Mar-2018	Problem Solving
	20-Mar-2018	Test
	21-Mar-2018	<b>2<sup>nd</sup> sessional</b>
	22-Mar-2018	Chi- Square Test(Introduction,Procedure Test As A Non Paramtric Test
	23-Mar-2018	<b>Shaheedidiwas Of Bhagatsingh,Rajguru,&amp;Sukhdev</b>
	24-Mar-2018	Class test
	25-Mar-2018	<b>Sunday</b>
5.	26-Mar-2018	Problem solving session
	27-Mar-2018	Problem Solving
	28-Mar-2018	Test
	29-Mar-2018	<b>Mahavir Jyanti</b>
	30-Mar-2018	Revision
	31-Mar-2018	Revision

### Lesson Plan

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Week	Date	Topics
1.	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	Condition For Using The Chi <sup>2</sup> Test
	3-Apr-2018	Do
	4-Apr-2018	Chi <sup>2</sup> test As A Test Of Independence Of Attributes
	5-Apr-2018	Do
	6-Apr-2018	Revision
	7-Apr-2018	Revision
	8-Apr-2018	<b>Sunday</b>
2.	9-Apr-2018	Revision
	10-Apr-2018	Revision
	11-Apr-2018	Revision
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	Revision
	15-Apr-2018	<b>Sunday</b>
3.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashuramajyanti</b>

	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
4.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision

### **Lesson Plan**

Name Of The Assistant/Associate Professor: **Preeti Sharma**

Class And Section: **B.Com. IInd Sem**

Subject: **BC-402: Business Environment In Haryana**

<b>Week</b>	<b>Date</b>	<b>Topics</b>
1	1-Jan-18	Haryana Economy
	2-Jan-18	Haryana Economy Nature
	3-Jan-18	Problems Of Haryana Economy
	4-Jan-18	Economic Development ,Economic Development In Haryana
	5-Jan-18	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-18	Haryana Economy In Eve Of Inception

	7-Jan-18	<b>Sunday</b>
2	8-Jan-18	Test On Haryana Economy Nature And Problems
	9-Jan-18	Population Of Haryana
	10-Jan-18	Causes Of Low Sex Ration In Haryana
	11-Jan-18	Population Migration In Haryana And Its Causes
	12-Jan-18	Agriculture In Haryana
	13-Jan-18	Agriculture Productivity
	14-Jan-18	<b>Sunday</b>
3	15-Jan-18	Concept Of PCI Economy And In Context Of Haryana Economy
	16-Jan-18	Health And Nutrition
	17-Jan-18	Literacy In Haryana
	18-Jan-18	Rural indebttness
	19-Jan-18	Rural indebttness
	20-Jan-18	Industry Foreign Trade
	21-Jan-18	<b>Sunday</b>
4	22-Jan-18	<b>Vasant Panchami</b>
	23-Jan-18	Banking In Haryana, Role Of Agriculture In Haryana Economy
	24-Jan-18	<b>Sir Chhotu Ram Jayanti</b>
	25-Jan-18	<b>1<sup>st</sup> Assignment</b>
	26-Jan-18	<b>Republic Day</b>

	27-Jan-18		Cropping Pattern
	28-Jan-18		<b>Sunday</b>
5	29-Jan-18		Role Of Agriculture In Haryana
	30-Jan-18		Problems Of Haryana Agriculture
	31-Jan-18		Guru Ravidas Jyanti

### Lesson Plan

Week	Date	Topics
1	1-Feb-18	Investment In Haryana
	2-Feb-18	Test Of Agriculture In Haryana
	3-Feb-18	Group Discussion Of Unit Ist
	4-Feb-18	<b>Sunday</b>
2	5-Feb-18	Agriculture Credit
	6-Feb-18	Types Of Agriculture
	7-Feb-18	Agriculture Credit In Haryana
	8-Feb-18	Problems Of Agriculture Credit In Haryana
	9-Feb-18	Agriculture Finance In Haryana
	10-Feb-18	<b>Maharshi Dayanand Saraswati Jayanti</b>
	11-Feb-18	<b>Sunday</b>
3	12-Feb-18	Types Of Agriculture Finance In Haryana
	13-Feb-18	<b>Maha Shivratri</b>
	14-Feb-18	Credit Needs Of Haryana Finance
	15-Feb-18	Sources Of Haryana Finance

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16-Feb-18 Institutional And Non Institutional

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17-Feb-18 Test Of Agriculture Finance In Haryana

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18-Feb-18 **Sunday**

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19-Feb-18 NABARD: Role Of NABARD In India

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20-Feb-18 Objectives Of NABARD

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	21-Feb-18	Problems Of NABARD In Haryana Economy & Agriculture
	22-Feb-18	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-18	Suggestion For Improvement In NABARD Role In Haryana Economy ,Rural Indebtedness
	24-Feb-18	<b>1<sup>st</sup> Sessional</b>
	25-Feb-18	<b>Sunday</b>
5	26-Feb-18	Rural Indebtedness In India And Haryana ,Causes Of Rural Indebtedness In Haryana
	27-Feb-18	Relief Measures Of Rural Indebtedness
	28-Feb-18	<b>Holiday</b>

## Lesson Plan

Week	Date	Topics
1	1-Mar-18	<b>Guru Ravidas Birthday</b>
	2-Mar-18	<b>Holi</b>
	3-Mar-18	<b>Holiday</b>
	4-Mar-18	<b>Sunday</b>
2	5-Mar-18	Small Scale Industry And Cottage Industry
	6-Mar-18	Role And Importance Of Small Scale Industries In India And Haryana
	7-Mar-18	Small Scale Industry During Five Year Plan
	8-Mar-18	Problems Of Small Scale Industries In Haryana
	9-Mar-18	Haryana Govt, Policy For Small Scale Industries
	10-Mar-18	Suggestion For Improvement In Small Scale Industries In Haryana
	11-Mar-18	<b>Sunday</b>
3	12-Mar-18	HSIIDC Meaning And Introduction
	13-Mar-18	Role Of HSIIDC In Haryana
	14-Mar-18	Working Of HSIIDC
	15-Mar-18	Problems Faced By HSIIDC
	16-Mar-18	Suggestion For Solution Of HSIIDC Problems In Haryana
	17-Mar-18	Test Of HSIIDC Working And Management
	18-Mar-18	<b>Sunday</b>

4	19-Mar-18	Haryana Financial Cooperation
	20-Mar-18	Role And Working Of Haryana Financial Cooperation
	21-Mar-18	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-18	Problems Faced By HFC In Haryana ,Suggestions For The Improvement In Working Of HFC
	23-Mar-18	<b>Shaheedi Diwas Of Bhagat Singh, Rajguru &amp; Sukhdev</b>
	24-Mar-18	Test Of HFC
	25-Mar-18	<b>Sunday</b>
5	26-Mar-18	HAFED
	27-Mar-18	Working And Management Of HAFED
	28-Mar-18	Role And Importance Of HAFED In Haryana Food Production And Distribution
	29-Mar-18	Mahavir Jayanti
	30-Mar-18	Problems Faced By HAFED
	31-Mar-18	Suggestions For Improvement In HAFED Working

### Lesson Plan

Week	Date	Topics
1	1-Apr-18	<b>Sunday</b>
	2-Apr-18	Test On Working Of HAFED
	3-Apr-18	Planning And Planning Commission
	4-Apr-18	Importance Of Planning India And Haryana
	5-Apr-18	Haryana Planning Commission
	6-Apr-18	Role Of Planning Commission In Haryana Economic Condition
	7-Apr-18	Drawbacks Of India And Haryana Planning , Structure Of Planning In Haryana

	8-Apr-18	<b>Sunday</b>
2	9-Apr-18	Performance Of Planning In The Eve Of Inception, Suggestions For Improvement Of Planning In Haryana
	10-Apr-18	Haryana Budgets, Types Of Budget
	11-Apr-18	Process Of Budgets, Objectives Of Budgets
	12-Apr-18	Sources Of Revenue And Expenditure

	13-Apr-18	Utilization Of Budgets ,Haryana Budgets And SSI
	14-Apr-18	Revision
	15-Apr-18	<b>Sunday</b>
3	16-Apr-18	Revision
	17-Apr-18	Revision
	18-Apr-18	Parashurama Jayanti
	19-Apr-18	Revision
	20-Apr-18	Revision
	21-Apr-18	Revision
	22-Apr-18	Sunday
4	23-Apr-18	Revision
	24-Apr-18	Revision
	25-Apr-18	Revision
	26-Apr-18	Revision
	27-Apr-18	Revision
	28-Apr-18	Revision

## Lesson Plan

Name Of The Assistant/ Associate Professor: **Sushma Rani**

Class And Section: **B.Com 6<sup>th</sup>sem**

Subject: BC-609: Marketing Research

Week	Date	Topics
1	1-Jan-18	Introduction Of Marketing Research
	2-Jan-18	Meaning,Defination & Features
	3-Jan-18	Objectives Of Marketingresearch
	4-Jan-18	Nature & Scope Of Marketing Research
	5-Jan-18	<b>Guru Govind Singh Birthday</b>
	6-Jan-18	Do
	7-Jan-18	<b>Sunday</b>
2	8-Jan-18	Limitations Of Marketing Research
	9-Jan-18	Test
	10-Jan-18	Marketing Research Process
	11-Jan-18	Formulation Of Research Problems
	12-Jan-18	Situational Analysis
	13-Jan-18	Do
	14-Jan-18	<b>Sunday</b>
3	15-Jan-18	Developing Research Design
	16-Jan-18	Do
	17-Jan-18	Collection Of Marketing Data
	18-Jan-18	Do
	19-Jan-18	Determining Sample Design & Size
	20-Jan-18	Do

	21-Jan-18	<b>Sunday</b>
4	22-Jan-18	<b>Vasant Panchami</b>
	23-Jan-18	Do
	24-Jan-18	<b>Sir Chhotu Ram Jayanti</b>
	25-Jan-18	Test
	26-Jan-18	<b>Republic Day</b>
	27-Jan-18	Report Preparation & Presentation
	28-Jan-18	<b>Sunday</b>
	5	29-Jan-18
30-Jan-18		Assignment-1
31-Jan-18		<b>Guru Ravidas Jayanti</b>

## Lesson Plan

Week	Date	Topics
1	1-Feb-18	Meaning Of Research Design
	2-Feb-18	Defination &Types Ofresearch Design
	3-Feb-18	Exploratory Research Design
	4-Feb-18	<b>Sunday</b>
2	5-Feb-18	Types Of Exploratoryresearch Design
	6-Feb-18	Do
	7-Feb-18	Descriptive Research Design
	8-Feb-18	Importance,Advantages & Disadvantages
	9-Feb-18	Do
	10-Feb-18	<b>Maharshi Dayanand Saraswati Jayanti</b>
	11-Feb-18	<b>Sunday</b>
3	12-Feb-18	Casual Research Design
	13-Feb-18	<b>Maha Shivratri</b>
	14-Feb-18	Experimental Research Desiogn
	15-Feb-18	Do
	16-Feb-18	Types Of Caasual Research Design
	17-Feb-18	Test
	18-Feb-18	<b>Sunday</b>
	19-Feb-18	Data Sources-Introduction
	20-Feb-18	Primary Data-Methods
	21-Feb-18	Interview, Observation, Schedule Method

4	22-Feb-18	Do
	23-Feb-18	Questionnaire Method
	24-Feb-18	Secondary Data-Sources
	25-Feb-18	<b>Sunday</b>
5	26-Feb-18	Questionnaire Designing
	27-Feb-18	Sessional Test
	28-Feb-18	<b>KUK Holidays</b>

Week	Date	Topics
1	1-Mar-18	<b>KUK Holidays/Guru Ravidas Birthday</b>
	2-Mar-18	<b>KUK Holidays/Holi</b>
	3-Mar-18	<b>KUK Holidays</b>
	4-Mar-18	<b>KUK Holidays/Sunday</b>
2	5-Mar-18	Processing Of Data- Introduction
	6-Mar-18	Editing-Stages,Purpose&Types
	7-Mar-18	Coding & Classification
	8-Mar-18	Do
	9-Mar-18	Tabulation
	10-Mar-18	Assignment-2
11-Mar-18	<b>Sunday</b>	
3	12-Mar-18	Measurement &Scaling- Introduction
	13-Mar-18	Meaning&Definition
	14-Mar-18	Levels Of Measurement
	15-Mar-18	Do
	16-Mar-18	Likert,S Scale
	17-Mar-18	Types Of Scaling
	18-Mar-18	<b>Sunday</b>
4	19-Mar-18	Do
	20-Mar-18	Sampling-Introduction
	21-Mar-18	Census Method
	22-Mar-18	Sample Method
	23-Mar-18	<b>Shaheedidiwas Of Bhagat Singh, Rajguru&amp;Sukhdev</b>

	24-Mar-18	Do
	25-Mar-18	<b>Sunday/ Ram Navami</b>
5	26-Mar-18	Step Of Sampling Process
	27-Mar-18	Sampling Method
	28-Mar-18	Sessional Test
	29-Mar-18	<b>Mahavir Jayanti</b>
	30-Mar-18	Sampling And Non-Sampling Error
	31-Mar-18	Test

## Lesson Plan

Week	Date	Topics
1	1-Apr-18	<b>Sunday</b>
	2-Apr-18	Diagram & Graph
	3-Apr-18	Types Of Diagram
	4-Apr-18	Do
	5-Apr-18	Do
	6-Apr-18	Graphic Presentation Of Data
	7-Apr-18	Do
	8-Apr-18	<b>Sunday</b>
2	9-Apr-18	Test
	10-Apr-18	Methods Of Data Analysis
	11-Apr-18	Do
	12-Apr-18	Do
	13-Apr-18	Test
	14-Apr-18	<b>Drambedkar Jayanti / Vaisakhi</b>
	15-Apr-18	<b>Sunday</b>
3	16-Apr-18	Revision
	17-Apr-18	Revision
	18-Apr-18	<b>Parashurama Jayanti</b>
	19-Apr-18	Revision
	20-Apr-18	Revision
	21-Apr-18	Revision

	22-Apr-18	<b>Sunday</b>
4	23-Apr-18	Revision
	24-Apr-18	Revision
	25-Apr-18	Revision
	26-Apr-18	Revision
	27-Apr-18	Revision
	28-Apr-18	Revision

## Lesson Plan

Name Of The Assistant/ Associate Professor: Sushma Rani

Class And Section: M.Com 4th Sem

Subject: Mc-403 Project Planning And Control

Week	Date	Topics
1	1-Jan-18	Projerct Identification
	2-Jan-18	Sources,Typesand Nature Ofinvestment
	3-Jan-18	Project Life Cycle Phases
	4-Jan-18	Key Issues, Project Idea And Screening
	5-Jan-18	<b>Guru Govind Singh Birthday</b>
	6-Jan-18	Importance Of Project Identification
	7-Jan-18	<b>Sunday</b>
2	8-Jan-18	Market And Demand Analysis-Introduction
	9-Jan-18	Steps In M & D Analysis
	10-Jan-18	Do
	11-Jan-18	Do
	12-Jan-18	Specification Of Objective
	13-Jan-18	Collection Of Marketnformation
	14-Jan-18	<b>Sunday</b>
3	15-Jan-18	Conduct Of Market Survey
	16-Jan-18	Characterisation Of Market
	17-Jan-18	Demand Forecasting
	18-Jan-18	Do
	19-Jan-18	Uncertainty Of Demand Forecasting

	20-Jan-18	Do
	21-Jan-18	<b>Sunday</b>
4	22-Jan-18	<b>Vasant Panchmi</b>
	23-Jan-18	Market Planning
	24-Jan-18	<b>Sir Chhotu Ram Jayanti</b>
	25-Jan-18	<b>1<sup>st</sup> Assignment</b>
	26-Jan-18	<b>Republic Day</b>
	27-Jan-18	Problem Solving Session
	28-Jan-18	<b>Sunday</b>
5	29-Jan-18	Problem Solving Session
	30-Jan-18	Class Test
	31-Jan-18	<b>Guru Ravidas Jayanti</b>

## Lesson Plan

Week	Date	Topics
1	1-Feb-18	Technical Analysis- Introduction
	2-Feb-18	Issues In Technical Analysis
	3-Feb-18	Do
	4-Feb-18	<b>Sunday</b>
2	5-Feb-18	Manufacturing Process Technology
	6-Feb-18	Material Input,Utilities And Product Mix
	7-Feb-18	Plant Capacity And Location
	8-Feb-18	Machinery,Equipment,Stru Ctures And Civil Works
	9-Feb-18	Environmental Aspect,Layout Planning And
	10-Feb-18	<b>Maharshi Dayanand Saraswati Jayanti</b>
	11-Feb-18	<b>Sunday</b>
3	12-Feb-18	Cost Of Projects- Introduction
	13-Feb-18	<b>Maha Shivratri</b>
	14-Feb-18	Estimation Of Project Capital And Operating Cost
	15-Feb-18	Methods Of Estimation Costs And Means Of
	16-Feb-18	Sources Of Long Term And Short Term Finance
	17-Feb-18	Guidelines For A Specific Means Of Finance
	18-Feb-18	<b>Sunday</b>
	19-Feb-18	Financial Institution
	20-Feb-18	Do
	21-Feb-18	Introduction Of Capital Structure

4	22-Feb-18	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-18	Determinants Of The Capital Structure
	24-Feb-18	<b>1<sup>st</sup> Sessional</b>
	25-Feb-18	<b>Sunday</b>
5	26-Feb-18	Class Test
	27-Feb-18	Sessional Test
	28-Feb-18	<b>Kuk Holidays</b>

## Lesson Plan

Week	Date	Topics
1	1-Mar-18	<b>Kuk Holidays</b>
	2-Mar-18	<b>Kuk Holidays Kuk Holidays</b>
	3-Mar-18	<b>Kuk Holidays</b>
	4-Mar-18	<b>Kuk Holidays</b>
2	5-Mar-18	Profitability, Financial Projections
	6-Mar-18	Estimation Of Sales & Production
	7-Mar-18	Estimation Of Cost Of Production
	8-Mar-18	Projected Profit And Loss A/C
	9-Mar-18	Projected Balance Sheet
	10-Mar-18	Projected Cash Flow Statement
	11-Mar-18	<b>Sunday</b>
3	12-Mar-18	Break Even Analysis
	13-Mar-18	Tax Considerations
	14-Mar-18	Problem Solving Session
	15-Mar-18	Problem Solving Session
	16-Mar-18	Test
	17-Mar-18	Project Appraisal
	18-Mar-18	<b>Sunday</b>
4	19-Mar-18	Methods Of Project Appraisal
	20-Mar-18	Pay Backperiod, Discounted, Npv, Pi, Irr Method
	21-Mar-18	2 <sup>nd</sup> Sessional
	22-Mar-18	Sensitivity And Simulation Analysis
	23-Mar-18	<b>Shaheedi Diwas Of Bhagat Singh, Rajguru &amp; Sukhdev</b>

	24-Mar-18	Problem Solving Session
	25-Mar-18	<b>Sunday/ Ram Navami</b>
5	26-Mar-18	Problem Solving Session
	27-Mar-18	Problem Solving Session
	28-Mar-18	Problem Solving Session
	29-Mar-18	<b>Mahavir Jayanti</b>
	30-Mar-18	Problem Solving Session
	31-Mar-18	Group Discussion

## Lesson Plan

Week	Date	Topics
1	1-Apr-18	Sunday
	2-Apr-18	Introduction Of Management Of Cash, Motives Of Holding Cash
	3-Apr-18	Determination Of Optimum Cash Balance, Cash Budget, Models
	4-Apr-18	Meaning Of Receivables, Factors
	5-Apr-18	Dimensions Of Receivable Management
	6-Apr-18	Financing Of Working Capital Banking Norms
	7-Apr-18	Group Discussion On Management Of Cash & Receivables
	8-Apr-18	<b>Sunday</b>
2	9-Apr-18	Capital Budgeting, Introduction, Nature
	10-Apr-18	Importance And Factors, Capital Budgeting Process
	11-Apr-18	Evaluation Criteria And Risk Analysis, Capital Expenditure And Control
	12-Apr-18	Illustration And Practical Problems
	13-Apr-18	Illustration And Practical Problems
	14-Apr-18	<b>Dr Ambedkar Jayanti / Vaisakhi</b>
	15-Apr-18	<b>Sunday</b>
3	16-Apr-18	Revison
	17-Apr-18	Revison
	18-Apr-18	<b>Parashurama Jayanti</b>
	19-Apr-18	Revison
	20-Apr-18	Revison
	21-Apr-18	Revison
	22-Apr-18	<b>Sunday</b>
4	23-Apr-18	Revison
	24-Apr-18	Revison

25-Apr-18	Revise
26-Apr-18	Revise
27-Apr-18	Revise
28-Apr-18	Revise

### Lesson Plan

**Name Of The Assistant: Sushma Rani**

**Class And Section: B.Com 4th Sem**

**Subject: Business Law**

**Paper Code: Bc-403**

Week	Date	Topics
1	1-Jan-18	Introduction Of Indian Partnership Act, 1932, Nature Of Firm,
	2-Jan-18	Duties And Rights Of Partners
	3-Jan-18	Duties And Rights Of Partners
	4-Jan-18	Relations Of Partners To Third Parties
	5-Jan-18	Relations Of Partners To Third Parties
	6-Jan-18	Revision And Oral Test
	7-Jan-18	Sunday
2	8-Jan-18	Minor
	9-Jan-18	Minor
	10-Jan-18	Reconstitution Of Partnership Firms
	11-Jan-18	Reconstitution Of Partnership Firms
	12-Jan-18	Reconstitution Of Partnership Firms
	13-Jan-18	Revision And Oral Test
	14-Jan-18	Sunday
3	15-Jan-18	Dissolution Of A Firm And Consequences
	16-Jan-18	Dissolution Of Firm And Consequences
	17-Jan-18	Settlements Of Accounts
	18-Jan-18	Settlements Of Accounts
	19-Jan-18	Registration Of Firms And Its Effects

	20-Jan-18	Registration Of Firms And Its Effects
	21-Jan-18	Sunday
4	22-Jan-18	<b>Vasantpanchami</b>
	23-Jan-18	Registration Of Firms And Its Effects, Registration Of Firms And Its Effects
	24-Jan-18	<b>Sir Chhotu Ram Jayanti</b>
	25-Jan-18	1 <sup>st</sup> Assignment
	26-Jan-18	<b>Republic Day</b>
	27-Jan-18	Written Test
	28-Jan-18	Sunday
	5	29-Jan-18
30-Jan-18		Authorized Person
31-Jan-18		Contravention And Penalites

## Lesson Plan

Week	Date	Topics
1	1-Feb-18	Appointment Of Adjudicating Authority
	2-Feb-18	Directorate Of Enforcement
	3-Feb-18	Revision
	4-Feb-18	Sunday
2	5-Feb-18	Written Test
	6-Feb-18	Introduction Information Technology Act, 2000
	7-Feb-18	It Act ,2000
	8-Feb-18	Purpose, Digital Signature
	9-Feb-18	Electronic Governance
	10-Feb-18	Maharshidayanandsaraswati Jayanti
	11-Feb-18	<b>Sunday</b>
3	12-Feb-18	Electronic Governance
	13-Feb-18	<b>Mahashivratri</b>
	14-Feb-18	Attribution
	15-Feb-18	Attribution
	16-Feb-18	Acknowledgement And Dispatch Of Electronic Records
	17-Feb-18	Acknowledgement And Dispatch Of Electronic Records
	18-Feb-18	<b>Sunday</b>
	4	19-Feb-18
20-Feb-18		Certifying Digital Signature
21-Feb-18		Certifying Digital Signature
22-Feb-18		2 <sup>nd</sup> Assignment
23-Feb-18		Penalties And Other Provisions
24-Feb-18		1 <sup>st</sup> Sessional
25-Feb-18		<b>Sunday</b>

5		Penalties And Other Provisions
	26-Feb-18	Penalties And Other Provisions
	27-Feb-18	Penalties And Other Provisions
	28-Feb-18	Revision Of It Act,2000

## Lesson Plan

Week	Date	Topics
1	<b>1-Mar-18</b>	<b>Guru Ravidas Birthday</b>
	2-Mar-18	<b>Holi</b>
	3-Mar-18	Test
	4-Mar-18	<b>Sunday</b>
2	5-Mar-18	Introduction Of Competition Act, 2002
	6-Mar-18	Competition Act ,2002
	7-Mar-18	Prohibition Of Anti-Competitive Agreement
	8-Mar-18	Prohibition Of Anti-Competitive Agreement
	9-Mar-18	Prohibition Of Anti-Competitive Agreement
	10-Mar-18	Prohibition Of Anti-Competitive Agreement
	11-Mar-18	<b>Sunday</b>
3	12-Mar-18	Prohibition Of Dominant Position
	13-Mar-18	Prohibition Of Dominant Position
	14-Mar-18	Prohibition Of Dominant Position
	15-Mar-18	Combinations
	16-Mar-18	Combinations
	17-Mar-18	Combinations
	18-Mar-18	<b>Sunday</b>
4	19-Mar-18	Competition Commission Of India And Its Procedure Before Cci
	20-Mar-18	Competition Commission Of India And Its Procedure Before Cci
	21-Mar-18	2 <sup>nd</sup> Sessoinal
	22-Mar-18	Competition Commission Of India And Its Procedure Before Cci
	23-Mar-18	Shaheedidiwas Of Bhagat Singh, Rajguru&Sukhdev
	24-Mar-18	Revision

	25-Mar-18	Sunday/ Ram Navami
5	26-Mar-18	Penalties And Other Provisions
	27-Mar-18	Penalties And Other Provisions
	28-Mar-18	Penalties And Other Provisions
	29-Mar-18	<b>Mahavir jayanti</b>
	30-Mar-18	Revision
	31-Mar-18	Written Test

## Lesson Plan

Week	Date	Topics
1		<b>Sunday</b>
	1-Apr-18	
	2-Apr-18	Revision
	3-Apr-18	Revision
	4-Apr-18	Revision
	5-Apr-18	Revision
	6-Apr-18	Revision
	7-Apr-18	Written Test
8-Apr-18	<b>Sunday</b>	
2	9-Apr-18	Revision
	10-Apr-18	Revision
	11-Apr-18	Revision
	12-Apr-18	Revision
	13-Apr-18	Revision
	14-Apr-18	<b>Dr Ambedkar Jayanti / Vaisakhi</b>
	15-Apr-18	<b>Sunday</b>
	3	16-Apr-18
17-Apr-18		Revision
18-Apr-18		<b>Parashurama Jayanti</b>
19-Apr-18		Revision
20-Apr-18		Revision
21-Apr-18		Revision
<b>22-Apr-18</b>		<b>Sunday</b>
4		23-Apr-18

	24-Apr-18	Revision
	25-Apr-18	Revision
	26-Apr-18	Revision
	27-Apr-18	Revision
	28-Apr-18	Revision

### Lesson Plan

Name Of The Assistant/ Associate Professor: **Sushma Rani**

Class And Section: **M.Com 2<sup>nd</sup> Sem**

Subject: **Mc-204 :Financial Management And Policy**

Week	Date	Topics
1	1-Jan-18	Financial Management & Policy
	2-Jan-18	Nature, Objectives And Evolution Of Financial Management
	3-Jan-18	Aims And Approaches
	4-Jan-18	Objectives, Financial Decision
	5-Jan-18	Functions Of Finance Executives
	6-Jan-18	Relationship Of Finance With Other Business Finance, Role Of Fm In India
	7-Jan-18	<b>Sunday</b>
2	8-Jan-18	Test
	9-Jan-18	Time Value Of Money
	10-Jan-18	Concepts, Objective And Principles
	11-Jan-18	Practical Problem
	12-Jan-18	Do
	13-Jan-18	Do

	14-Jan-18	<b>Sunday</b>
3	15-Jan-18	Test
	16-Jan-18	Financial Planning: Meaning & Concepts, Objectives
	17-Jan-18	Principles, Considerations In Financial Planning
	18-Jan-18	Steps, Needs, & Management Of Financial Planning
	19-Jan-18	Financial Planning Process, Drafting A Financial Plan
	20-Jan-18	Financial Planning Process, Limitations Of Financial Planning
	21-Jan-18	<b>Sunday</b>
4	22-Jan-18	<b>Vasant Panchmi</b>
	23-Jan-18	Assignment 1
	24-Jan-18	Sir Chhotu Ram Jayanti
	25-Jan-18	Financial Forecasting, Concepts, Features
	26-Jan-18	<b>Republic Day</b>
	27-Jan-18	Objectives, Uses Of Financial Forecasting
	28-Jan-18	<b>Sunday</b>
5	29-Jan-18	Importance And Limitations Of Financial Forecasting
	30-Jan-18	Elements Of Financial Forecasting, Kinds, Methods Of Financial Forecasting
	31-Jan-18	<b>Guru Ravidas Jayanti</b>

## Lesson Plan

Week	Date	Topics
1	1-Feb-18	Theories Of Financial Forecasting
	2-Feb-18	Do
	3-Feb-18	Difference Between Financial Planning And Financial Forecasting
	4-Feb-18	<b>Sunday</b>
2	5-Feb-18	Sessional Test
	6-Feb-18	Introduction Of Cost Of Capital, Need & Objectives Determination Of Cost Of Capital
	7-Feb-18	Determination Of Cost Of Capital
	8-Feb-18	Problems In Determination Of Cost Of Capital
	9-Feb-18	Computation Of Cost Of Capital
	10-Feb-18	<b>Maharshi Dayanand Saraswati Jayanti</b>
	11-Feb-18	<b>Sunday</b>
3	12-Feb-18	Cost Of Debt, Cost Of Preference Capital
	13-Feb-18	<b>Maha Shivratri</b>
	14-Feb-18	Cost Of Equity Capital, Marginal Cost Of Capital
	15-Feb-18	Capm Model
	16-Feb-18	Do
	17-Feb-18	Problem Session
	18-Feb-18	<b>Sunday</b>
	19-Feb-18	Test
	20-Feb-18	Sources Of Finance:Short Term Finance Source
	21-Feb-18	Do

4	22-Feb-18	Medium Term Finance Source
	23-Feb-18	Long Term Finance Source
	24-Feb-18	Loan Financing
	25-Feb-18	<b>Sunday</b>
5	26-Feb-18	Test
	27-Feb-18	Assignment -2
	28-Feb-18	<b>Kuk Holidays</b>

## Lesson Plan

Week	Date	Topics
1	1-Mar-18	<b>Kuk Holidays</b>
	2-Mar-18	<b>Kuk Holidays Kuk Holidays</b>
	3-Mar-18	<b>Kuk Holidays</b>
	4-Mar-18	<b>Kuk Holidays</b>
2	5-Mar-18	Working Capital Management :Classification And Kinds Of Working Capital Management
	6-Mar-18	Assessment Of Working Capital Requirement
	7-Mar-18	Methods Of Estimating Working Capital Requirement
	8-Mar-18	Approaches
	9-Mar-18	Management Of Cash: Nature, Motives For Holding Cash
	10-Mar-18	Cash Management Model ,Cash Budget
	11-Mar-18	<b>Sunday</b>
3	12-Mar-18	Management Of Marketable Securities
	13-Mar-18	Management Of Receivables :Meaning, Cost Of Maintaining Receivable
	14-Mar-18	Factors Influencing Size Of Receivables ,Forecasting The Receivable, Receivable Management
	15-Mar-18	Factoring And Receivable Management, Financing Of Working Capital(Banking Norms)
	16-Mar-18	Practical Problem
	17-Mar-18	Do
	18-Mar-18	<b>Sunday</b>
4	19-Mar-18	Test
	20-Mar-18	Capital Budgeting Decision(Nature & Importance)
	21-Mar-18	Capital Budgeting Process
	22-Mar-18	Kinds Of Capital Budgeting Decision

	23-Mar-18	<b>Shaheedidiwas Of Bhagat Singh, Rajguru&amp;Sukhdev</b>
	24-Mar-18	Methods Of Capital Budgeting(Traditional, Pay Back Method)
	25-Mar-18	<b>Sunday/ Ram Navami</b>
5	26-Mar-18	Sessional Test
	27-Mar-18	Rate Of Return Method ,Discounting Cash Flow Method
	28-Mar-18	Practical Problem
	29-Mar-18	<b>Mahavir Jayanti</b>
	30-Mar-18	Net Present Value Method
	31-Mar-18	Internal Rate Of Return Method , Probability Index

## Lesson Plan

Week	Date	Topics
1	1-Apr-18	<b>Sunday</b>
	2-Apr-18	Practical Problem
	3-Apr-18	Terminal Value Method, Illustration
	4-Apr-18	Evaluation Criteria And Risk Analysis, Capital Expenditure Control
	5-Apr-18	Factor Influencing The Capital Expenditure Decision
	6-Apr-18	Limitation Of Capital Budgeting
	7-Apr-18	Do
	8-Apr-18	<b>Sunday</b>
2	9-Apr-18	Test
	10-Apr-18	Revision
	11-Apr-18	Revision
	12-Apr-18	Revision
	13-Apr-18	Revision
	14-Apr-18	<b>Drambedkar Jayanti / Vaisakhi</b>
	15-Apr-18	<b>Sunday</b>
3	16-Apr-18	Revision
	17-Apr-18	Revision
	18-Apr-18	<b>Parashurama Jayanti</b>
	19-Apr-18	Revision
	20-Apr-18	Revision
	21-Apr-18	Revision

	22-Apr-18	<b>Sunday</b>
4	23-Apr-18	Revision
	24-Apr-18	Revision
	25-Apr-18	Revision
	26-Apr-18	Revision
	27-Apr-18	Revision
	28-Apr-18	Revision

## Lesson Plan

Name Of The Assistant/ Associate Professor: **Sushma Rani**

Class And Section: **BBA 2<sup>nd</sup>sem**

Subject: **BBA-111: Understanding Social Behavior**

Week	Date	Topics
1	1-Jan-18	Meaning,Nature And Scope Of Sociology
	2-Jan-18	Branches Of Sociology
	3-Jan-18	Methods Of Sociology
	4-Jan-18	Importance And Relation Of Sociology With Other Social Sciences
	5-Jan-18	<b>Guru Govind Singh Birthday</b>
	6-Jan-18	Society: Elements And Types Of Society
	7-Jan-18	<b>Sunday</b>
2	8-Jan-18	Relationship Between Man And Society
	9-Jan-18	Community: Elements And Difference Between Society And Community
	10-Jan-18	Association
	11-Jan-18	Do
	12-Jan-18	Organization
	13-Jan-18	Do
	14-Jan-18	<b>Sunday</b>
3	15-Jan-18	Social System
	16-Jan-18	Do
	17-Jan-18	Test
	18-Jan-18	Social Structure: Meaning,Elements And Types
	19-Jan-18	Social Process

	20-Jan-18	Cooperation
	21-Jan-18	<b>Sunday</b>
4	22-Jan-18	<b>Vasant Panchami</b>
	23-Jan-18	Conflict
	24-Jan-18	<b>Sir Chhotu Ram Jayanti</b>
	25-Jan-18	Competition
	26-Jan-18	<b>Republic Day</b>
	27-Jan-18	Accommodation
	28-Jan-18	<b>Sunday</b>
5	29-Jan-18	Assimilation
	30-Jan-18	Query
	31-Jan-18	<b>Guru Ravidas Jayanti</b>

## Lesson Plan

Week	Date	Topics
1	1-Feb-18	Test
	2-Feb-18	Revision
	3-Feb-18	Meaning, Characteristics Of Socialization
	4-Feb-18	<b>Sunday</b>
2	5-Feb-18	Theories Of socialization
	6-Feb-18	Stages Of Socialization
	7-Feb-18	Factors Affecting Process Of Socialization
	8-Feb-18	Agencies Of Socialization
	9-Feb-18	Assignment 1
	10-Feb-18	<b>Maharshi Dayanand Saraswati Jayanti</b>
	11-Feb-18	<b>Sunday</b>
3	12-Feb-18	Meaning, Elements Of Social Action
	13-Feb-18	<b>Maha Shivratri</b>
	14-Feb-18	Rationality Of Means 11
	15-Feb-18	Economic Integration Of Ends
	16-Feb-18	Political Integration Of Ends
	17-Feb-18	Religious Integration Of Ends
	18-Feb-18	<b>Sunday</b>
	19-Feb-18	Test
	20-Feb-18	Social Change And Institution
	21-Feb-18	Meanings, Nature And Types Of Social Changes

4	22-Feb-18	Theories Of Social Change
	23-Feb-18	Factors In Social Change
	24-Feb-18	Do
	25-Feb-18	<b>Sunday</b>
5	26-Feb-18	Reasons For Opposing Social Change
	27-Feb-18	Sessional Test
	28-Feb-18	<b>Kuk Holidays</b>

## Lesson Plan

Week	Date	Topics
1	1-Mar-18	<b>Kuk Holidays/Guru Ravidas Birthday</b>
	2-Mar-18	<b>Kuk Holidays/Holi</b>
	3-Mar-18	<b>Kuk Holidays</b>
	4-Mar-18	<b>Kuk Holidays/Sunday</b>
2	5-Mar-18	Social Problems:Meaning,Elements
	6-Mar-18	Major Social Problems
	7-Mar-18	Do
	8-Mar-18	Social Institution: Meaning,Features And Functions
	9-Mar-18	Social Institution: Family, Religion And Marriage
	10-Mar-18	Social Stratification:Meaning,Dimensions And Perspectives
	11-Mar-18	<b>Sunday</b>
3	12-Mar-18	Social Stratification In India
	13-Mar-18	Social Class
	14-Mar-18	Do
	15-Mar-18	Attitudes:Meaning, Components And Importance
	16-Mar-18	Sources Of Attitude
	17-Mar-18	Attitude Theories And Models
	18-Mar-18	<b>Sunday</b>
4	19-Mar-18	Process And Factors Influencing Attitude Formation
	20-Mar-18	Attitude Formation And Change
	21-Mar-18	Do
	22-Mar-18	Assignment 2
	23-Mar-18	<b>Shaheedidiwas Of Bhagat Singh, Rajguru&amp;Sukhdev</b>

	24-Mar-18	Morale: Meanings,Features And Importance
	25-Mar-18	<b>Sunday/ Ram Navami</b>
5	26-Mar-18	Moral Audit
	27-Mar-18	Values: Meaning,Objectives And Sources
	28-Mar-18	Social Values: Types And Importance
	29-Mar-18	<b>Mahavir Jayanti</b>
	30-Mar-18	Sessional Test
	31-Mar-18	Norms: Meaning,Type And Importance

## Lesson Plan

Week	Date	Topics
1	1-Apr-18	Sunday
	2-Apr-18	Development And Conformity Of Social Norms
	3-Apr-18	Sanctions: Aims Type
	4-Apr-18	Politics: Meaning And Nature
	5-Apr-18	Type Of Political Parties In India
	6-Apr-18	Political Tacties Used In Organizations
	7-Apr-18	Bureaucracy: Meanings, Characteristics
	8-Apr-18	<b>Sunday</b>
2	9-Apr-18	Reasons For Growth Of Bureaucracy
	10-Apr-18	Consequences Of Bureaucracy
	11-Apr-18	Revisions
	12-Apr-18	Test
	13-Apr-18	Revisions
	14-Apr-18	<b>Drambedkar Jayanti / Vaisakhi</b>
	15-Apr-18	<b>Sunday</b>
3	16-Apr-18	Revision
	17-Apr-18	Revision
	18-Apr-18	<b>Parashurama Jayanti</b>
	19-Apr-18	Revision
	20-Apr-18	Revision
	21-Apr-18	Revision
	22-Apr-18	<b>Sunday</b>

4	23-Apr-18	Revision
	24-Apr-18	Revision
	25-Apr-18	Revision
	26-Apr-18	Revision
	27-Apr-18	Revision
	28-Apr-18	Revision

### Lesson Plan

**Name Of The Assistant/ Associate Professor:** Sushma Rani

**Class And Section** : BBA 4<sup>th</sup> Sem

**Subject:** BBA-213 Principle Of Material Management

Week	Date	Topics
1.	1-Jan-2018	Material Management Introduction
	2-Jan-2018	Meaning Of Material Management
	3-Jan-2018	Do
	4-Jan-2018	Nature And Scope Of Material Management

	5-Jan-2018	<b>Guru Gobind Singh Jayanti</b>
	6-Jan-2018	Do
	7-Jan-2018	<b>Sunday</b>
2.	8-Jan-2018	Organization Of Material Management
	9-Jan-2018	Class Test
	10-Jan-2018	System Approach To Material Management
	11-Jan-2018	Do
	12-Jan-2018	Process Of Management And Material Function
	13-Jan-2018	Problem Solving Session
	14-Jan-2018	<b>Sunday</b>
3.	15-Jan-2018	Overview Of System Concept
	16-Jan-2018	Benefits Of System Approach
	17-Jan-2018	Do
	18-Jan-2018	Material Planning And Making The Material Plan Work
	19-Jan-2018	Material Cycle
	20-Jan-2018	Flow Control System
	21-Jan-2018	<b>Sunday</b>
4.	22-Jan-2018	<b>Basant Panchami</b>
	23-Jan-2018	Do
	24-Jan-2018	<b>Sir Chhotu Ram Jyanti</b>
	25-Jan-2018	<b>1<sup>st</sup> Assignment</b>
	26-Jan-2018	<b>Republic Day</b>
	27-Jan-2018	Material Budget
	28-Jan-2018	<b>Sunday</b>
6.	29-Jan-2018	Purchasing Principle
	30-Jan-2018	Do
	31-Jan-2018	<b>Guru Ravidas Jayanti</b>
	1-Feb-2018	Purchase Procedure
	2-Feb-2018	Purchase Practice
	3-Feb-2018	Do
	4-Feb-2018	<b>Sunday</b>
7.	5-Feb-2018	Fundamental Objective Of Purchasing
	6-Feb-2018	Problem Solving Session
	7-Feb-2018	Legal Aspect Of Purchasing
	8-Feb-2018	Do
	9-Feb-2018	Class Test
	10-Feb-2018	<b>Maharshi Dayanand Saraswati Jyanti</b>
	11-Feb-2018	<b>Sunday</b>
8.	12-Feb-2018	Value Analysis
	13-Feb-2018	<b>Maha Shivratri</b>

	14-Feb-2018	Value Engineering
	15-Feb-2018	Do
	16-Feb-2018	Quality Assurance
	17-Feb-2018	Incomming Quality Control
	18-Feb-2018	<b>Sunday</b>
9.	19-Feb-2018	Do
	20-Feb-2018	Stastical Quality Control
	21-Feb-2018	Do
	22-Feb-2018	<b>2<sup>nd</sup> Assignment</b>
	23-Feb-2018	Purchase Capital Equipment
	24-Feb-2018	<b>1<sup>st</sup> Sessional</b>
	25-Feb-2018	<b>Sunday</b>
10.	26-Feb-2018	Plant And Machinery
	27-Feb-2018	Government Purchase Practices And Purchases
	28-Feb-2018	<b>Holiday</b>
	1-Mar-2018	<b>Guru Ravidash Birthday</b>
	2-Mar-2018	<b>Holi</b>
	3-Mar-2018	<b>Holiday</b>
	4-Mar-2018	<b>Sunday</b>
11.	5-Mar-2018	Inventory Management
	6-Mar-2018	Inventory Control System
	7-Mar-2018	Store Management
	8-Mar-2018	Store Operation
	9-Mar-2018	Do
	10-Mar-2018	Class Test
	11-Mar-2018	<b>Sunday</b>
12.	12-Mar-2018	Material Handling
	13-Mar-2018	Do
	14-Mar-2018	Revision
	15-Mar-2018	Physical Distribution Logistics
	16-Mar-2018	Transportation
	17-Mar-2018	Do
	18-Mar-2018	<b>Sunday</b>
13.	19-Mar-2018	Operation Research
	20-Mar-2018	Operation Research
	21-Mar-2018	<b>2<sup>nd</sup> Sessional</b>
	22-Mar-2018	Do
	23-Mar-2018	<b>Shaheedi Diwas Of Bhagat Singh,Rajguru,&amp; Sukhdev</b>
	24-Mar-2018	Class Test
	25-Mar-2018	<b>Sunday</b>
14.	26-Mar-2018	Problem Solving Session
	27-Mar-2018	Do
	28-Mar-2018	Problem Solving Session
	29-Mar-2018	<b>Mahavir Jayanti</b>
	30-Mar-2018	Problem Solving Session
	31-Mar-2018	Problem Solving Session
	1-Apr-2018	<b>Sunday</b>
	2-Apr-2018	<b>Do</b>

	3-Apr-2018	Class Test
	4-Apr-2018	Revision
	5-Apr-2018	Material Management Information System
	6-Apr-2018	Do
	7-Apr-2018	Revision
	8-Apr-2018	<b>Sunday</b>
16.	9-Apr-2018	Revision
	10-Apr-2018	Revision
	11-Apr-2018	Revision
	12-Apr-2018	Revision
	13-Apr-2018	Revision
	14-Apr-2018	Revision
	15-Apr-2018	<b>Sunday</b>
17.	16-Apr-2018	Revision
	17-Apr-2018	Revision
	18-Apr-2018	<b>Parashurama Jyanti</b>
	19-Apr-2018	Revision
	20-Apr-2018	Revision
	21-Apr-2018	Revision
	22-Apr-2018	<b>Sunday</b>
18.	23-Apr-2018	Revision
	24-Apr-2018	Revision
	25-Apr-2018	Revision
	26-Apr-2018	Revision
	27-Apr-2018	Revision
	28-Apr-2018	Revision