

**Lesson Plan**

Name of the Assistant/ Associate Professor.....Dr. Meenakshi.....

Subject:.....Commerce.....

		B.Com IInd Sem	B.Com IV Sem	M.Com IInd Sem	M.Com II Sem	M.Com IV Sem
	Subjects	Advance Financial Accounting	Financial Management	Strategic Marketing	Financial Management & Policy	Sales Management
Week	Date					
1	1-Jan-18	introduction regarding syllabus	Introduction, nature, evolution of financial management	introduction regarding syllabus	Introduction, nature, evolution of financial management	introduction regarding syllabus
	2-Jan-18	basic concepts information	Objectives, financial decision	basic concepts information	Aims and approaches	basic concepts information
	3-Jan-18	meaning & features of partnership	functions of finance executives	hierarchy of strategies	Objectives, financial decision	Sales Management: concept
	4-Jan-18	partnership deed	Aims and approaches, changing role	strategic role in Marketing	functions of finance executives	functions, importance & objectives
	5-Jan-18	<b>Guru Govind Singh Birthday</b>				
	6-Jan-18	capital, calculation of drawings	Group discussion	strategic marketing process	Group discussion	Objectives of sales management
	7-Jan-18	<b>Sunday</b>				
2	8-Jan-18	adjustments	Financial Planning: meaning & concepts,	strategy marketing plan nature	Time value of money, meaning & concepts	concept of integrated sales
	9-Jan-18	illustration and practical problems	principles, considerations in financial	aspects of strategic marketing plan	techniques of Time value of money	Personal Selling: concept & Process
	10-Jan-18	Gurantee of profit to a partner	Steps in financial planning	strategic formulation	Practical applications of Time value techniques	classification of sales jobs
	11-Jan-18	illustration and practical problems	Drafting a financial Plan	steps in the process of strategic	Recent developments in Financial Management	continue
	12-Jan-18	illustration and practical problems	needs of financial planning	group discussion on hierarchy of	Economic Value Added and Market Value Added	buyer seller dyads
	13-Jan-18	group discussion	process, limitations of financial planning		Presentation on recent developments in Financial	continue
	14-Jan-18	<b>Sunday</b>				
3	15-Jan-18	Admission of a partner: need	Assingement on financial planning	corporate strategy decisions	Financial Planning: meaning & concepts, objectives	theories of personal selling
	16-Jan-18	newprofit sharing ratio	Group discussion on financial planning	mission, vision	principles, considerations in financial planning	continue
	17-Jan-18	Goodwill: meaning & methods	presentation on drafting a financial plan	goals & objectives	Steps, needs, & management of financial planning	presentation on classification of sales jobs
	18-Jan-18	illustration and practical problems	presentation on scope of financial	corporate growth strategies	financial planning process, Drafting a financial Plan	presentation on integrated sales
	19-Jan-18	revaluation of assests & liabilities	presentation on financial planning process	continue	Financial planning process	group discussion
	20-Jan-18	illustration and practical problems	presentation on limitation of financial	resource allocation	limitations of financial planning	group discussion
	21-Jan-18	<b>Sunday</b>				
4	22-Jan-18	<b>Vasant Panchami</b>				
	23-Jan-18	Hidden capital	financial forecasting, conepts, features	group discussion	Assingement on financial planning	Sales Planning: introduction
	24-Jan-18	<b>Sir Chhotu Ram Jayanti</b>				
	25-Jan-18	illustration and practical problems	objectives, uses of financial forecasting	group discussion	Group discussion on financial planning	approaches
	26-Jan-18	<b>Republic Day</b>				
	27-Jan-18	illustration and practical problems	importance and limitations of financial	business strategies	presentation on financial management, nature &scope	importance of sales planning
	28-Jan-18	<b>Sunday</b>				
5	29-Jan-18	revision of admission of a partner	elements, kinds of financial forecasting	market implementations	presentation on drafting a financial plan	process of sales planning
	30-Jan-18	seasonal test	methods of financial forecasting	seasonal test	seasonal on financial planning	seasonal test
	31-Jan-18	<b>Guru Ravidas jayanti</b>				
	1-Feb-18	Retirement of a partner, need	theories of financial forecasting	environmental analysis concepts	financial forecasting, conepts, features	Sales forecasting
	2-Feb-18	gaining ratio, differences	presentation on financial forecasting	internal environment concepts	objectives, uses of financial forecasting	continue
	3-Feb-18	calculation of goodwill	seasonal test on financial forecasting	continue	importance and limitations of financial forecasting	continue
	4-Feb-18	<b>Sunday</b>				
	5-Feb-18	illustration and practical problems	Capitalization: meaning & concepts	external environment concepts	elements of financial forecasting	sales budgeting
	6-Feb-18	illustration and practical problems	over capitalization	continue	kinds, methods of financial forecasting	continue
	7-Feb-18	illustration and practical problems	under capitalization	custom environment	theoreis of financial forecasting	continue

6	8-Feb-18	illustration and practical problems	differences between over & under capitalization	continue	presentation on the topic financial forecasting	continue
	9-Feb-18	group discussion	presentation on capitalization	group discussion	presentation on the topic financial forecasting	continue
	10-Feb-18	<b>Maharshi Dayanand Saraswati Jayanti</b>				
	11-Feb-18	<b>Sunday</b>				
7	12-Feb-18	Death of a partner: introduction	Sources of finance , introduction & basic concepts	industry analysis	Sources of finance , introduction & basic cocepts	sales organization: purpose
	13-Feb-18	<b>Maha Shivratri</b>				
	14-Feb-18	situations in case of death of a partner	Short term, medium term sources of finance	competitor analysis	External Sources of Finance (some concepts)	principles & process
	15-Feb-18	illustration and practical problems	long term sources of finance	continue	External Sources of Finance (some other concepts)	setting up a sale organization
	16-Feb-18	illustration and practical problems	external sources of finance	group discussion	Internal Sources of Finance (some concepts)	continue
	17-Feb-18	illustration and practical problems	internal sources of finance	group discussion	Internal Sources of Finance (some other concepts)	group discussion
	18-Feb-18	<b>Sunday</b>				
8	19-Feb-18	illustration and practical problems	introduction of cost of capital, need & objectives	SWOT analysis	presentation on the topic financial forecasting	sales organizational structures
	20-Feb-18	illustration and practical problems	computation of cost of capital	continue	presentation on the topic financial forecasting	continue
	21-Feb-18	illustration and practical problems	cost of debt, cost of preference capital	continue	Group discussion on external sources of finance	continue
	22-Feb-18	illustration and practical problems	cost of equity capital, cost of retained earnings	continue	Group discussion on internal sources of finance	group discussion
	23-Feb-18	illustration and practical problems	weighted average cost of capital	presenation on SWOT analysis	seasonal test on financial forecasting	seasonal test
	24-Feb-18	illustration and practical problems	illustration and practical problems	presenation on Industry analysis	revision	
	25-Feb-18	<b>Sunday</b>				
9	26-Feb-18	group discussion	illustration and practical problems	presentation on competitor analysis	revision	revision
	27-Feb-18	seasonal test on death of a partner	seasonal test on cost of capital	seasonal test	revision	revision
	28-Feb-18	<b>KUK Holidays</b>				
	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>				
10	4-Mar-18	<b>KUK Holidays/Sunday</b>				
	5-Mar-18	Dissolution of Partnership Firm	Capital structure: meaning, objectives	portfolio analysis introduction	introduction of cost of capital, need & objectives	field sales organization
	6-Mar-18	modes of dissolution	determinants of capital structure	market segmentation	determination of cost of capital	determining size of sales force
	7-Mar-18	differences in case of dissolution	theories of capital structure	do	problems in determination of cost of capital	Territory & quota management
	8-Mar-18	illustration and practical problems	illustration and practical problems	do	computation of cost of capital	need & setting up
	9-Mar-18	illustration and practical problems	illustration and practical problems	do	cost of debt, cost of preference capital	time management & routing
	10-Mar-18	illustration and practical problems	illustration and practical problems	do	cost of equity capital, cost of retained earning	purpose of quotas
11-Mar-18	<b>Sunday</b>					
11	12-Mar-18	insolvency of a partner	Capital Budgeting: meaning & objectives	targeting	weighted average cost of capital, marginal cost of capital	types of quotas
	13-Mar-18	illustration and practical problems	nature and importance	do	cost of equity using capital asset pricing model	administration of sales quotas
	14-Mar-18	illustration and practical problems	factors influencing capital decision	do	problems in the computation of cost of capital	continue
	15-Mar-18	illustration and practical problems	theories of capital budegting	do	illustration and practical problems	continue
	16-Mar-18	group discussion	illustration and practical problems	positioning	illustration and practical problems	group discussion
	17-Mar-18	group discussion	illustration and practical problems	do	illustration and practical problems	group disucussion
	18-Mar-18	<b>Sunday</b>				
	19-Mar-18	Branch Account: meaning, concepts	Working capital introduction	group discussion on targeting	introduction of working capital,meaing, features, concepts	presentation on sales quotas
	20-Mar-18	Types of branch accounts	need of working capital	group discussion on positioning	classification, importance of working capital	presentation on types of quotas

12	21-Mar-18	illustration and practical problems	types & importance of working capital	new market entries	factors affecting ,excess and inadequate working capital	presentation on territory mangement
	22-Mar-18	illustration and practical problems	factors influencing working capital	different strategies for new market	methods, financing of working capital, mangement	presentation on territory mangement
	23-Mar-18	<b>Shaheedi Diwas of Bhagat Singh, Rajguru &amp; Sukhdev</b>				
	24-Mar-18	illustration and practical problems	Assesment of working capital	market strategies for growth	illustration and practical problems	seasonal test
	25-Mar-18	<b>Sunday/ Ram Navami</b>				
13	26-Mar-18	illustration and practical problems	illustration and practical problems	mature market introduction	illustration and practical problems	revision
	27-Mar-18	illustration and practical problems	Assingement on working capital	marketing strategies for mature	illustration and practical problems	revision
	28-Mar-18	presentation on branch accounts	group discussion	declining markets	sessonal test on working capital	revision
	29-Mar-18	<b>Mahavir Jayanti</b>				
	30-Mar-18	presentation on branch account	seasonal test on capital structure	group discussion	group discussion	managing the sales force
	31-Mar-18	seasonal test on branch account	group discussion	seasonal test	group discussion	continue
	1-Apr-18	<b>Sunday</b>				
14	2-Apr-18	Meaning of hire purchase, concepts	ntroduction of management of cash, motives of holding cash,	relationship between business strategies and marketing mix	introduction of management of cash, motives of holding cash,	recruitment
	3-Apr-18	situations in case of hire purchase	determination of optimum cash balance, cash budget, modele	continue	determination of optimum cash balance, cash budget, modele	continue
	4-Apr-18	illustration and practical problems	meaning of receivbles, factors, dimensions	continue	meaning of receivbles, factors	continue
	5-Apr-18	illustration and practical problems	inventory management	continue	dimensions of receivable mangement	selection
	6-Apr-18	illustration and practical problems	group discussion	marketing strategy implementation	financing of working capital banking norms	continue
	7-Apr-18	illustration and practical problems	group discussion	continue	group discussion on mangement of cash & receivables	traning, compensation
	8-Apr-18	<b>Sunday</b>				
15	9-Apr-18	illustration and practical problems	Dividend decision: Meaning, forms	controlling marketing strategies	capital budgeting, introduction, nature	motivating & leading the sales force
	10-Apr-18	illustration and practical problems	importance of dividends, types	continue	importance and factors, capital budgeting process	sales meetings
	11-Apr-18	illustration and practical problems	determinants of dividend policy	continue	evaluation criteria and risk analysis, capital expenditure and control	sales contests
	12-Apr-18	group discussion	Theories of relevance	group discussion	illustration and practical problems	group discussion
	13-Apr-18	group discussion	Theories of irrelevance	group discussion	illustration and practical problems	control process
	14-Apr-18	<b>Dr Ambedkar Jayanti / Vaisakhi</b>				
16	15-Apr-18	<b>Sunday</b>				
	16-Apr-18	seasonal test on hire purchase	illustration and practical problems	presentation on growth market	seaonal test on capital budgeting	seasonal test
	17-Apr-18	presentation on partnership	illustration and practical problems	presentation on mature market	presentation on capital budeting	analysis of sales force & profitability
	18-Apr-18	<b>Parashurama Jayanti</b>				
	19-Apr-18	presentation on partnership	seaonal test on Dividend policy	seasonal test	presentation on capital budeting	management of sales expenses
	20-Apr-18	presentation on partnership	presentation on dividend theories	presentation on new market	presentation on working capital mangement	evaluating sales-force performance
	21-Apr-18	presentation on partnership	presentation on cost of capital	presentation on relationship	presentation on working capital mangement	ethical issues in sales management
22-Apr-18	<b>Sunday</b>					
17	23-Apr-18	Presentation on branch accounts	presentation on capital budeting	presentation on marketing strategy	presentation on cost of capital	presentation on sales force
	24-Apr-18	presentation on hire purchase	Presentation on management of cash & receivables	presentation on controlling	presentation on cost of capital	presentation on mangement of sales
	25-Apr-18	revision of syllabus	revision of syllabus	revision of syllabus	Presentation on management of cash & receivables	presentation on ethical issues
	26-Apr-18	revision of syllabus	revision of syllabus	revision of syllabus	revision of syllabus	revision of syllabus
	27-Apr-18	revision of syllabus	revision of syllabus	revision of syllabus	revision of syllabus	revision of syllabus
	28-Apr-18	revision of syllabus	revision of syllabus	revision of syllabus	revision of syllabus	revision of syllabus
29-Apr-18	<b>Sunday</b>					

## Lesson Plan

Name of the Assistant/ Associate Professor.....Dr. Archna makker bhatia.....

Subject:.....COMMERCE.....

		Class-I (M.com 3rd yr.)	Class-II (M.com 2nd sem.)	Class-III ( B.com-6th sem)	Class-IV( bB.com-4th sem)
Week	Date	Project Planning and	Corporate Accounting	Marketing research	corporate accounting
1	1-Jan-18	Project Identification	Issues & forfeiture of shares	introduction of marketing research	valuations of goodwill: introduction
	2-Jan-18	Sources, types and nature of	introduction and types of	meaning, definition & features	features, factors, need of goodwill
	3-Jan-18	project life cycle phases	types of shares, method of	objectives of marketing research	methods: average profit method
	4-Jan-18	key issues, project idea	do	nature & scope of marketing	do
	5-Jan-18	<b>Guru Govind Singh Birthday</b>			
	6-Jan-18	Importance of project	difference between reserve	do	do
	7-Jan-18	<b>Sunday</b>			
2	8-Jan-18	market and demand	issue at par, discount and	limitations of marketing	super profit method
	9-Jan-18	Steps in M & D analysis	over subscription and under	do	do
	10-Jan-18	DO	forfeiture of shares	marketing research process	do
	11-Jan-18	DO	pro-rata	formulation of research	capitalisation method
	12-Jan-18	specification of objective	ESOP	situational analysis	do
	13-Jan-18	collection of market	Problems	do	do
	14-Jan-18	<b>Sunday</b>			
3	15-Jan-18	conduct of market survey	valuation of shares-	developing research design	do
	16-Jan-18	characterisation of market	net asset method	do	do
	17-Jan-18	demand forecasting	do	collection of marketing data	purchase consideration method
	18-Jan-18	do	earning capacity method	do	do
	19-Jan-18	uncertainty of demand	do	determining sample design &	annuity method
	20-Jan-18	do	dividend yield method	do	do
	21-Jan-18	<b>Sunday</b>			
	22-Jan-18	<b>Vasant Panchami</b>			

4	23-Jan-18	market planning	earning yield method	do	valuation of shares:introduction
	24-Jan-18	<b>Sir Chhotu Ram Jayanti</b>			
	25-Jan-18	presentation	do	analysis & interpretation	factors affecting valuation of
	26-Jan-18	<b>Republic Day</b>			
	27-Jan-18	presentation	do	report preparation &	do
	28-Jan-18	<b>Sunday</b>			
5	29-Jan-18	presentation	average method	follow up & recommendations	net assets method
	30-Jan-18	sessional test	sessional test	sessional test	sessional test
	31-Jan-18	<b>Guru Ravidas jayanti</b>			
	1-Feb-18	technical analysis- introduction	exchange ratemethod	meaning of research design	dividend yield method
	2-Feb-18	issues in technical analysis	problems	defination & types of research design	do
	3-Feb-18	do	do	exploratory research design	do
	4-Feb-18	<b>Sunday</b>			
6	5-Feb-18	manufacturing process technology	final account of companies	types of exploratory research design	earning yield method
	6-Feb-18	material input, utilities and product mix	formant of profit & loss A/C	do	do
	7-Feb-18	plant capacity and location	Divisible profits	descriptive research design	do
	8-Feb-18	machinery, equipment, stru- ctures and civil works	dividend	importance, advantages & disadvantages	do
	9-Feb-18	environmental aspect layout planning and	format of balance sheet	do	class test
	10-Feb-18	<b>Maharshi Dayanand Saraswati Jayanti</b>			
	11-Feb-18	<b>Sunday</b>			
7	12-Feb-18	cost of projects- introduction	managerial remuneration	casual research design	earning capacity method
	13-Feb-18	<b>Maha Shivratri</b>			
	14-Feb-18	estimation of project capital and operating cost	practicals	experimental research desiogn	do
	15-Feb-18	methods of estimation costs and means of	illustrations	do	do
	16-Feb-18	sources of long term and short term finance	do	types of caasual research design	average method

	17-Feb-18	guidelines for a specific means of finance	problems	do	do
	18-Feb-18	<b>Sunday</b>			
8	19-Feb-18	financial institution	amalgamation & absorption	data sources-introduction	liquidation of
	20-Feb-18	do	types of amalgamation	primary data-methods	methods of liquidation
	21-Feb-18	do	in the nature of purchase	interview, observation, schedule method	voluntary winding up
	22-Feb-18	introduction of capital structure	difference between amalgamation and	do	liquidator,s final statement
	23-Feb-18	determinants of the capital structure	do	questionnaire method	do
	24-Feb-18	do	purchase considerstion	secondary data-sources	do
	25-Feb-18	<b>Sunday</b>			
	9	26-Feb-18	presentation	lump sumand net asset method	questionnaire designing
27-Feb-18		sessional test	sessional test	sessional test	sessional test
28-Feb-18		<b>KUK Holidays</b>			
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>			
10	5-Mar-18	profitability, financial projections	net payment method	processing of data- introduction	do
	6-Mar-18	estimation of sales & production	difference between pooling of interest and purchase	editing-stages,purpose&types	distribution of surplus
	7-Mar-18	estimation of cost of production	inter-company qwings	coding & classification	do
	8-Mar-18	projected profit and loss A /C	do	do	calls in arrears& advance
	9-Mar-18	projected Balance sheet	inter-company holdings	tabulation	list of contributors
	10-Mar-18	projected cash flow statement	problems	presentation	do
	11-Mar-18	<b>Sunday</b>			
	12-Mar-18	break even analysis	internal reconstruction	measurement & scaling- introduction	accounts of banking

11	13-Mar-18	tax considerations	capital reduction	meaning& defination	slip system, advantages	
	14-Mar-18	presentations	procedure of reducing share capital	levels of measurement	format of (p&l A/C)	
	15-Mar-18	do	steps of reconstruction	do	schudule of P&l A/C	
	16-Mar-18	do	do	likert,s scale	Rebate on bills discounted	
	17-Mar-18	project appraisal	problems	types of scaling	do	
	18-Mar-18	<b>Sunday</b>				
12	19-Mar-18	methods of project appraisal	human resources Accounting	do	format of balance sheet	
	20-Mar-18	pay backperiod, discounted	meaning and objectives	sampling-introduction	do	
	21-Mar-18	NPV, PI, IRR method	valuation of human resources	census method	schuduleof Balance sheet	
	22-Mar-18	sensitivity and simulation analysis	historical, replacement, opportunity & PV method	sample mehtod	do	
	23-Mar-18	<b>Shaheedi Diwas of Bhagat Singh, Rajguru &amp; Sukhdev</b>				
	24-Mar-18	goverenment regulatory framework	benefits & limitations	do	do	
	25-Mar-18	<b>Sunday/ Ram Navami</b>				
13	26-Mar-18	do	lease accounting	types of sampling methods	accounts of insurance	
	27-Mar-18	environment scanning	terms,advantages & disadvantages	do	difference in LIC & GIC	
	28-Mar-18	factors, approaches and sources of scanning	do	presentation	format of policyholder,s A/C	
	29-Mar-18	<b>Mahavir Jayanti</b>				
	30-Mar-18	presentations	accounting treatment	presentation	format of shareholder,s A/C	
	31-Mar-18	sessional test	sessional test	sessional test	sessional test	
	1-Apr-18	<b>Sunday</b>				
14	2-Apr-18	social cost and benefit analysis	treatment in the books of lessor	sampling methods	Schudule of revenue A/C	
	3-Apr-18	meaning of social cost and benefits	treatment in the books of lessor	do	format of B/S	
	4-Apr-18	objectives of SCBA	corporate reporting	do	DO	
	5-Apr-18	Indicators,rationalE and steps in SCBA	directors report and CSR	sampling&non-sampling error	Schudule of B/S	

	6-Apr-18	Approaches of SCBA	Current practices of corporate reporting	diagram & graph	DO
	7-Apr-18	UNIDO & L.M approach	social reporting	types of diagram	DO
	8-Apr-18	<b>Sunday</b>			
15	9-Apr-18	do	accounts of holding companies	frequency distribution on graph	A/C of holding companies
	10-Apr-18	do	advantages & disadvantages of holding companies	graphic presentation of data	types, advantages & disadvantages
	11-Apr-18	criticism of SCBA	minority interest	methods of data analysis	consolidated financial statement
	12-Apr-18	problems in SCBA	capital reserve	measures of location	do
	13-Apr-18	presentation	pre-acquisition of profits	measures of dispersion	capital reserve
	14-Apr-18	<b>Dr Ambedkar Jayanti / Vaisakhi</b>			
	15-Apr-18	<b>Sunday</b>			
16	16-Apr-18	presentationj	revaluation of assets	measures of sharpe skewness	minority interest
	17-Apr-18	do	do	do	pre-acquisition profit & poost acquisition
	18-Apr-18	<b>Parashurama Jayanti</b>			
	19-Apr-18	introduction of project implementation	interim dividend	simple correlation	do
	20-Apr-18	stages in project implementation	do	do	adjustment for unrealised profit
	21-Apr-18	evaluation of projects	treatment of debentures	do	debentures in subsidiary
	22-Apr-18	<b>Sunday</b>			
17	23-Apr-18	network analysis	do	simple regression	preference shares in subsidiary
	24-Apr-18	designing & methods of network diagram	illustrations	do	do
	25-Apr-18	PERT & CPM	do	presentation	interim dividend calculation
	26-Apr-18	Critical path	problems	sessional test	revaluation of assets
	27-Apr-18	sessional test	problems	revision	sessional test
	28-Apr-18	revision	sesionals test	revision	revision
	29-Apr-18	<b>Sunday</b>			



## Lesson Plan

Name of the Assistant/ Associate Professor Dr. Neeraj

Subject: Commerce

		M.Com I(IIInd Sem)	M.Com II(IV Sem)	B.COM II(IV Sem)	B.COM II(IV Sem)
Week	Date	Buisness Statistics	Service marketing	Financial Management	Business Law
1	1-Jan-18	Index numbers: meaning and features	Introduction of services, trends in service sector	Nature and Scope of Financial Management	Indian partnership act 1932- chapter at a glance
	2-Jan-18	Uses, applications, limitations of Index numbers	Factor contribution to growth in service sector,	Significance and objectives of fm , functions of finance	Fundamental definitions, definitions of partnership,
	3-Jan-18	Problems in constructing Index numbers	Service marketing mix	Functional areas of Financial Management	Kinds of partnership, partnership distinguished from
	4-Jan-18	Types of Index numbers	Meaning and types of service expectation	Changing role of financial management in India	mutual relations of partners ,Rights of partners, duties of
	5-Jan-18	<b>Guru Govind Singh Birthday</b>			
	6-Jan-18	Notation used, price (quantity) relatives	Concept and dimensions of consumer behavior.	Financial planning: Meaning, Features	Relation of partners with third party, condition of implied
	7-Jan-18	<b>Sunday</b>			
2	8-Jan-18	Methods of constructing price (quantity) index	Model of consumer behavior.	Need and importance of Financial planning	Acts of implied authority of a partner, limitations of implied authority.
	9-Jan-18	Simple index numbers	Model of consumer behavior.	Drafting a Financial plan	Extension and restriction of partner's implied authority,
	10-Jan-18	Simple aggregative price index	Model of consumer behavior.	Capitalization: Meaning, features, importance	Types of partners, transfer of interest by a partner.
	11-Jan-18	Weighted aggregative price index	Model of consume behavior.	Types of capitalization: Over capitalization	Minor as a partner, position of minor.
	12-Jan-18	Other aggregative price index	Simplified model of buyer	Under capitalization	rights and liabilities of incoming
	13-Jan-18	Quality indices (simple)	Determinants of buyer	Problem taking Day	outgoing partner, rights of
	14-Jan-18	<b>Sunday</b>			
	15-Jan-18	Quality indices (aggregate)	Service quality, service encounters	Financial Forecasting: Meaning and Benefits	Dissolution of partnership and firm

3	16-Jan-18	Weighted aggregative quantity	Strategies for influencing	Techniques of Forecasting	Differences between	
	17-Jan-18	Indices of weighted average of	Diff: Consumption and	Sources of Finance {Long	Foreign exchange management	
	18-Jan-18	Test of adequacy: Time reversal	Expectation and	Internal sources	Short title and extent of the	
	19-Jan-18	Factor test and circular test	Consumer behavior as a dynamic process.	External sources	Regulation and management of foreign exchange,	
	20-Jan-18	Chain base index numbers	Dimensions of consumer behavior.	Sources of Finance {Medium term}	regulation and management of foreign exchange	
	21-Jan-18	<b>Sunday</b>				
4	22-Jan-18	<b>Vasant Panchami</b>				
	23-Jan-18	Base shifting, splicing	Model of buying behavior.	Sources of Finance {Short term}	Exemption from sec 4 and 8, authorized person	
	24-Jan-18	<b>Sir Chhotu Ram Jayanti</b>				
	25-Jan-18	Deflating	Buyer towards new services.	Problem taking Day	Reserve bank's power to issue direction to authorized person	
	26-Jan-18	<b>Republic Day</b>				
	27-Jan-18	Consumer price index (theory)	Sessional/Test	Sessional /Test	Power of reserve bank to inspect authorized person	
	28-Jan-18	<b>Sunday</b>				
5	29-Jan-18	Consumer price index (practical)	presentation	Presentation	Contravention and penalties,	
	30-Jan-18	Sessional/ test	presentation	Presentation	directorate of enforcement,	
	31-Jan-18	<b>Guru Ravidas jayanti</b>				
	1-Feb-18	Time series analysis: components	Service & profitability	Cost of capital: Meaning, Features, Nature	Query resolution	
	2-Feb-18	Four types of variations, Time series graph	Relationship between quality and profits.	Significance and Limitations	Assignment on partnership act 1932	
	3-Feb-18	Approaches to Time series analysis	Offensive strategies of service quality.	Cost of debt: Computation methods	Test of partnership act 1932	
	4-Feb-18	<b>Sunday</b>				
	5-Feb-18	Models of Time series analysis	Defensive strategies of service quality.	Equity Share capital	Information technology act ,2000- chapter at a glance	
	6-Feb-18	Additive	Measure of service quality.	Prefence Share capital	Short title, extent, commencement and application	

6	7-Feb-18	Multiplicative	Gaps model of service quality.	Retained earnings	Inapplicability of the act or documents excluded from the
	8-Feb-18	Adjusting the time series	Gronroos service quality model.	Weighted average cost of capital	Amendments in the act
	9-Feb-18	The process of decomposition	Zeithamal rater model.	Problem taking day	objectives of the act
	10-Feb-18	<b>Maharshi Dayanand Saraswati Jayanti</b>			
	11-Feb-18	<b>Sunday</b>			
7	12-Feb-18	Estimating trend variations	Kano two factor model.	Capital structure decisions: me	Problem day
	13-Feb-18	<b>Maha Shivratri</b>			
	14-Feb-18	Methods of constructing seasonal index	Customer involvement in service processes	Determinants of Capital structure, importance of	Some important definitions related with the act
	15-Feb-18	Second degree polynomial trend	Managing relationships and building loyalty.	Theories of Capital structure: Net Income Approach	Digital signature and electronic signature, authentication of <del>electric records</del>
	16-Feb-18	Exponential trend, detrending a time series	Customer relationship management system.	Net operating income approach	Time and place of dispatch and receipt of electronic records
	17-Feb-18	Estimating seasonal variations	Pre-Requisites of CRM implementation.	Traditional approach	security of electronic records and electronic signatures
	18-Feb-18	<b>Sunday</b>			
8	19-Feb-18	Adjusting time series data for seasonal variations	Impact of service failure and recovery.	Modigliani and Millier Approach	Assignment on FEMA
	20-Feb-18	Seasonal index and future estimation	Why do not people complain.	Sessional/Test	License to issue Electronic Signature Certificates, duties of
	21-Feb-18	Estimating cyclical variations	Service recovery strategies.	Capital Budgeting: Meaning and nature	Penalties Compensation and Adjudication,
	22-Feb-18	Estimating seasonal variations	Challenges of service design	Importance of Capital Budgeting and kinds of Capital	Penalty for damage to computer, computer system etc
	23-Feb-18	Need of a time series	Service redesign, hierarchy of new service categories.	Techniques of Capital Budgeting: payback method	Compensation for failure to protect data, penalty for failure to
	24-Feb-18	Logarithmic charts	Sessional/ test	Method based on discounted cash flow	Residuary penalty, power to adjudicate,
	25-Feb-18	<b>Sunday</b>			
	26-Feb-18	Problem taking day	Presentation	Method based on discounted cash flow	factors to be taken into account by the Adjudating Officer

9	27-Feb-18	Sessional /test	Presentation	Method based on discounted cash flow	test
	28-Feb-18	<b>KUK Holidays</b>			
	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>			
10	5-Mar-18	Regression: meaning, correlation meaning	Achieving success in new service development.	Presentation	The Cyber Appellate Tribunal, Composition of Cyber Appellate
	6-Mar-18	Types of relationship	Steps involved in designing a service blue print.	Presentation	Qualifications for appointment as chairperson of the Cyber
	7-Mar-18	Linear regression (methods)	Application of service blue print	Management of working capital: meaning and nature	Test of FEMA-1999
	8-Mar-18	Predicting an estimate, and its preciseness	Service scapes.	Types of working capital	QUERY RESOLUTION
	9-Mar-18	Regression equation in terms of simple correlation	Types of service scapes.	Factors affecting working capital	PRESENTATION
	10-Mar-18	Standard error of estimate	Role of service scapes.	Computation of working capital	PRESENTATION
	11-Mar-18	<b>Sunday</b>			
11	12-Mar-18	Coefficient of determination	Framework for understanding service	Techniques of working capital forecasting	Presentation
	13-Mar-18	Correlation reconsidered	Approaches for understanding service	Techniques of working capital forecasting	Presentation
	14-Mar-18	Rank correlation and concurrent deviation method	Guidelines for physical evidence strategies.	Management of cash: Meaning, motive of holding	The competition act 2002- chapter at a glance
	15-Mar-18	Reliability of the estimate	Need for co-ordination in marketing communication.	Objectives of cash management	Objective of the Competition Act, 2002, Salient features of the Act
	16-Mar-18	Linear Regression equation: the 3 normal equation	Reasons for service communication problems.	Factors determining cash needs and level of cash	Important definitions
	17-Mar-18	Regression equation simplified	Service communication channel.	Methods or devices of cash Management	Important provisions of the Act
	18-Mar-18	<b>Sunday</b>			

12	19-Mar-18	Multiple correlation	Matching service promises with delivery.	Cash Budget	Regulation of combinations
	20-Mar-18	Multiple correlation	Best practices for closing the communication gap	Cash flow statement	Competition Commission of India
	21-Mar-18	Multiple correlation	Determining type of contact with customer.	Cash flow ratios	Establishment of Commission ,Composition of Commission,
	22-Mar-18	Problem taking day	Franchisees of service.	Cash management model	Selection Committee for chairperson and members of the Commission
	23-Mar-18	<b>Shaheedi Diwas of Bhagat Singh, Rajguru &amp; Sukhdev</b>			
	24-Mar-18	Statistical inferences and regression and correlation	Strategies for effective delivery through	Problem taking day	Query resolution/ group discussion
	25-Mar-18	<b>Sunday/ Ram Navami</b>			
13	26-Mar-18	Partial correlation	Objectives for service pricing.	Management of Receivables: meaning, motive	Query resolution/ group discussion
	27-Mar-18	Partial correlation	Difficulties in service price strategies.	Cost associated with receivables, benefit	Term of office of Chairman and other members
	28-Mar-18	Partial correlation	Approaches for pricing in service.	Trade off receivables	Resignation, removal and Suspension of Chairperson and
	29-Mar-18	<b>Mahavir Jayanti</b>			
	30-Mar-18	Discussion	Sessional /test	discussion	sessional
	31-Mar-18	Sessional/ test	Understanding customer pe	Sessional/ test	group discussion
	1-Apr-18	<b>Sunday</b>			
14	2-Apr-18	Theory of probability: concept, approaches	Pricing strategies based on the customers perception of value.	Management of inventory: meaning and benefits	Not to invalidate proceedings of Commission, Appointment of Director General etc
	3-Apr-18	Importance of probability, need and relevance	Ethical concern in pricing.	Objectives of inventory management	Appointment of Secretary, Experts, Professionals and officers
	4-Apr-18	Related terms and concepts, events	Pricing models.	Techniques of inventory management: reorder point	Appointment of other employees of Commission
	5-Apr-18	Additional theorem of probability	Role of service employees.	Economic order quantity	Duties of Commission

	6-Apr-18	Complementation rule	HR strategies to build a customer oriented	ABC analysis	powers of Commission
	7-Apr-18	Conditional probability rule	Adopting newer retention strategies.	Inventory turnover ratios and aging schedule	functions of Commission
	8-Apr-18	<b>Sunday</b>			
15	9-Apr-18	Multiplication laws of probability	Customer focused service delivery.	Dividend policy : meaning and features	Duties of Director General
	10-Apr-18	Multiplication rule I	Importance of customers in service delivery.	Kinds of dividends	Penalties
	11-Apr-18	Multiplication rule II	Role of customers in service delivery.	Types of dividend policy	Competition Appellate Tribunal
	12-Apr-18	Bayes theorem	Strategies for enhancing customer participation	Types of dividend policy	Assignment
	13-Apr-18	Bayes theorem	Guidelines for providing excellent customer service.	Dividend policy Theories: Walter model	Assignment
	14-Apr-18	<b>Dr Ambedkar Jayanti / Vaisakhi</b>			
	15-Apr-18	<b>Sunday</b>			
16	16-Apr-18	Binomial distribution of probability	Presentation	Gordon model	Miscellaneous
	17-Apr-18	Binomial distribution of probability	Presentation	MM hypothesis	discussion
	18-Apr-18	<b>Parashurama Jayanti</b>			
	19-Apr-18	Binomial distribution of probability	Importance of productivity.	Problems taking day	Test of ch information technology act 2000
	20-Apr-18	Poisson distribution of probability	Tools to analyze and address service quality	Sessional / test	revision
	21-Apr-18	Poisson distribution of probability	Return on Quality (ROQ).	revision	revision
	22-Apr-18	<b>Sunday</b>			
	23-Apr-18	Poisson distribution of probability	Strategies for improving service productivity.	revision	revision

17	24-Apr-18	Normal distribution of probability	Sessional /test	revision	revision
	25-Apr-18	Normal distribution of probability	Revision of syllabus	revision	revision
	26-Apr-18	Normal distribution of probability	Revision of syllabus	revision	revision
	27-Apr-18	Problem taking day	Revision of syllabus	revision	revision
	28-Apr-18	Sessional/ test	Revision of syllabus	revision	revision
	29-Apr-18	<b>Sunday</b>			

## Lesson Plan

Name of the Assistant/ Associate Professor..... RAJNI KAUR

Subject:..... COMMERCE

		Class-I(B.com2nd,sec A)	Class-II(b.com 2nd,sec B)	Class-III(B.com 1st, sec B)	Class-IV(B.com final)
Week	Date	Corporate Accounting	Company Law	Fundamental of Marketing	Security Market Operations
1	1-Jan-18	valuations of goodwill:introduction	Company: Introduction,Meaning	Marketing :introduction,meaning	Security Markets:Introduction,meaning
	2-Jan-18	features, factors, need of	Characteristics	concepts	Primary Market
	3-Jan-18	methods:average profit	Types of companies	(some others concepts)	Do
	4-Jan-18	do	(some concepts)	(some others concepts)	Role of Primary Market
	5-Jan-18	<b>Guru Govind Singh</b>			
	6-Jan-18	do	(some others concepts)	Principles of marketing	Function of of Primary Market
	7-Jan-18	<b>Sunday</b>			
2	8-Jan-18	super profit method	Introduction of Public and Private	do	Function of of Primary Market
	9-Jan-18	do	Conversion of Private into public	Marketing Management:	Do
	10-Jan-18	do	do	do	Secondary Market
	11-Jan-18	capitalisation method	Difference between Public and	do	(some concepts)
	12-Jan-18	do	Promotion and Incorporation of	Marketing Mix	(some others concepts)
	13-Jan-18	do	Formation of company	4p	Mehods of Selling Securities
	14-Jan-18	<b>Sunday</b>			
3	15-Jan-18	do	Promotion of company	do	Mehods
	16-Jan-18	do	Revision on some topics	Market envirnment	Mehods
	17-Jan-18	purchasae consideratation	Duties of Promoters	External envt.:demographic	New Financial Intruments
	18-Jan-18	do	Liability of Promoter	Social-cultural,Natural envt	Intruments (some others concepts)
	19-Jan-18	annuity method	DO	Economic envt	Intruments (some others concepts)
	20-Jan-18	do	Position of Promoter	Political envt	Revision on topic of Markets
	21-Jan-18	<b>Sunday</b>			
4	22-Jan-18	<b>Vasant Panchami</b>			
	23-Jan-18	valuation of	Pre-incorporation contracts	Legal envt	SEBI :Introduction,Guidelines
	24-Jan-18	<b>Sir Chhotu Ram Jayanti</b>			



	25-Jan-18	factors affecting valuation	Do	sessional test	Guidelines for public issues
	26-Jan-18	<b>Republic Day</b>			
	27-Jan-18	do	sessional test	Technological envt	sessional test
	28-Jan-18	<b>Sunday</b>			
5	29-Jan-18	net assets method	Revision on some topics	Market segmentation	Stock Exchange :
	30-Jan-18	sessional test	Discussion on some topics	concepts	List of securities in Stock Exchange
	31-Jan-18	<b>Guru Ravidas jayanti</b>			
	1-Feb-18	dividend yield method	Memorandum of Association Introduction meaning	Bases of Market segmentation	Do
	2-Feb-18	do	Clauses	others bases	Trading Mechanism :
	3-Feb-18	do	Clauses	Presentation	Screen Based Trading
	4-Feb-18	<b>Sunday</b>			
6	5-Feb-18	earning yield method	Clauses	Understanding consumer behaviour	Internet Based Trading
	6-Feb-18	do	Doctrine of ultra vires	do	DO
	7-Feb-18	do	Doctrine of ultra vires	do	DO
	8-Feb-18	do	Do	Product :meaning, classification	FITs Euro Issues
	9-Feb-18	sessional test	Alteration of clauses	classification	(some others issues)
	10-Feb-18	<b>Maharshi Dayanand Saraswati Jayanti</b>			
	11-Feb-18	<b>Sunday</b>			
7	12-Feb-18	earning capacity method	Do	Product Mix	Presentation
	13-Feb-18	<b>Maha Shivratri</b>			
	14-Feb-18	do	Do	do	ADR's
	15-Feb-18	do	Revision on MoA	Product line decision	Do
	16-Feb-18	average method	Revision on MoA	do	GDR's
	17-Feb-18	do	Articles of Association: Introduction meaning	revision on product line and mix	Do
	18-Feb-18	<b>Sunday</b>			
8	19-Feb-18	liquidation of	Contents	Promotion : introduction meaning importan	FDI

	20-Feb-18	methods of liquidation	Contents	Elements of promotion mix	Do
	21-Feb-18	voluntary winding up	Contents	advertising	Revision on some topics
	22-Feb-18	liquidator,s final statement A/C	Alteration of articles of association	personal selling	SEBI : Guidelines
	23-Feb-18	do	Alteration of articles of association	sales promotion	Others Guidelines
	24-Feb-18	do	Alteration of articles of association	public relation and publicity	sessional test
	25-Feb-18	<b>Sunday</b>			
9	26-Feb-18	presentation	sessional test	sessional test	NSE and BSE : Introduction
	27-Feb-18	sessional test	Doctrine of indoorer management	revision on promotion mix	Role of NSE and BSE
	28-Feb-18	<b>KUK Holidays</b>			
	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>			
10	5-Mar-18	do	Doctrine of indoorer management	Distribution channel :meaning , role of channels	Oraganisation
	6-Mar-18	distribution of surplus	Doctrine of indoorer management	do	Management
	7-Mar-18	do	Revision on AoA	factors affecting choice of distribution channel	Revision on NSE and BSE
	8-Mar-18	calls in arrears& 1	Revision on MoA	do	listing procedure in NSE and BSE
	9-Mar-18	list of contributors	Prospectus:Introduction,meaning	Types of distribution channel	others procedures
	10-Mar-18	do	Contents of prospectus	others types	Do
	11-Mar-18	<b>Parashurama Jayanti</b>			
11	12-Mar-18	accounts of banking	Contents of prospectus	do	Presentation
	13-Mar-18	slip system, advantages	Formalities	sessional test	Accounting
	14-Mar-18	format of (p&l A/C)	Do	Pricing : introduction, meaning objectives	Do
	15-Mar-18	schudule of P&l A/C	Presentation(of students)	factors influencing pricing	Participants Rgulations(1996)
	16-Mar-18	Rebate on bills	Misrepresentation of propectus	others factors	others regulations
	17-Mar-18	do	Do	do	others regulations

	18-Mar-18	<b>Sunday</b>			
12	19-Mar-18	format of balance sheet	Do	Pricing strategy	SEBI(Custodian of securities)
	20-Mar-18	do	Remedies for Misrepresentation	do	others regulations
	21-Mar-18	schuduleof Balance	Do	Revision on topic of distribution channel	Revision on some topics
	22-Mar-18	do	Discussion on Prospectus	Revision on topic of pricing of product	Revision on some topics
	23-Mar-18	<b>Shaheedi Diwas of Bhagat Singh, Rajguru</b>			
	24-Mar-18	do	do	Product life cycle :introduction , meaning	NSDL :Introduction
	25-Mar-18	<b>Sunday/ Ram Navami</b>			
13	26-Mar-18	accounts of insurance	sessional test	process of PLC	NSDL
	27-Mar-18	difference in LIC & GIC	Revision on some topics	process of PLC	NSDL
	28-Mar-18	format of policyholder,s	Revision on some topics	sessional test	sessional test
	29-Mar-18	<b>Mahavir Jayanti</b>			
	30-Mar-18	format of shareholder,s	Share of Capital: introduction, meaning	revision of PLC	Revision on NSE,BSE,NSDL
	31-Mar-18	sessional test	Share Certificate	Discussion on some topics	Revision on NSE,BSE,NSDL
	1-Apr-18	<b>Sunday</b>			
14	2-Apr-18	Schudule of revenue	Share Certificate	New product development process, introduction, meaning	Derivate
	3-Apr-18	format of B/S	Do	do	Future concepts
	4-Apr-18	DO	Do	do	do
	5-Apr-18	Schudule of B/S	Share warrant	do	do
	6-Apr-18	DO	Do	Presentation(of students)	Options: meaning,components of options
	7-Apr-18	DO	Do	Presentation(of students)	do
	8-Apr-18	<b>Sunday</b>			
15	9-Apr-18	A/C of holding	Revision on share warrant and certificate	Branding	Methods of Trading
	10-Apr-18	types,advantages&disad	Types of share	do	(some others concepts)
	11-Apr-18	consolidated financial	Issue of share	do	(some others concepts)

	12-Apr-18	do	Do	do	(some others concepts)
	13-Apr-18	capital reserve	Do	Packaging	Presentation(of students)
	14-Apr-18	<b>Dr Ambedkar Jayanti / Vaisakhi</b>			
	15-Apr-18	<b>Sunday</b>			
16	16-Apr-18	minority interest	Issue of debentures	do	Valuation of optiond
	17-Apr-18	pre-acquisition profit & <del>unrealized profits</del>	Do	Labelling	do
	18-Apr-18	<b>Parashurama Jayanti</b>			
	19-Apr-18	do	Presentation(of students)	do	do
	20-Apr-18	adjustment for <del>unrealized profits</del>	Allotment of shares	sessional test	sessional test
	21-Apr-18	debentures in subsidiary <del>company</del>	Do	Revision on market envt	Revision on topics
	22-Apr-18	<b>Sunday</b>			
17	23-Apr-18	preference shares in <del>subsidiary company</del>	Allotment of debentures	Revision on market envt	Revision on topics
	24-Apr-18	do	sessional test	revision on market <del>segmentation</del>	difference between <del>sessional &amp; future</del>
	25-Apr-18	interim dividend <del>valuation</del>	Revision on Company	revision on market <del>segmentation</del>	Revision on ADR, GDR
	26-Apr-18	revaluation of assets	Revision on MoA	revision on marketing mix	Revision on NSE& BSE
	27-Apr-18	sessional test	Revision on AoA	revision on promotion mix	Revision on SEBI
	28-Apr-18	revision	Revision on Prospectus	revision on distribution channel	Revision on Markets
	29-Apr-18	<b>Sunday</b>			

## Lesson Plan

Name of the Assistant/ Associate Professor SHIVANI

Subject: commerce

		B.Com I(IIInd Sem)	B.Com II(IV Sem)	B.Com III(VI Sem)	BTM (IVth Sem)
Week	Date	Fundamentals of Marketing	Company Law	Income Tax	Principles of Management
1	1-Jan-18	Introduction to marketing	MEANING AND CHARACTERISTICS OF COMPANY	DEDUCTIONS TO BE MADE FROM GROSS TOTAL INCOME	Concept and definition of management
	2-Jan-18	Concept and definition of marketing	CONTINUED	CONTINUED...	Continued
	3-Jan-18	Continued	TYPES OF COMPANIES	CONTINUED...	Nature of management
	4-Jan-18	Principles of marketing	CONTINUED	CONTINUED...	Continued
	5-Jan-18	<b>Guru Govind Singh Birthday</b>			
	6-Jan-18	Continued	REVISION	CONTINUED...	Purpose of management
	7-Jan-18	<b>Sunday</b>			
2	8-Jan-18	Marketing management	CONVERSION OF PRIVATE INTO PUBLIC COMPANY	CONTINUED...	Continued
	9-Jan-18	Continued	CONTINUED	COMPUTATION OF TOTAL INCOME OF INDIVIDUAL	Management as an art or science
	10-Jan-18	Continued	PROMOTION AND INCORPORATION OF COMPANY	CONTINUED...	Continued
	11-Jan-18	Marketing Mix	CONTINUED	CONTINUED...	Management as a profession
	12-Jan-18	Continued	DUTIES, LIABILITIES AND POSITION OF PROMOTERS	CONTINUED...	Continued
	13-Jan-18	Continued	CONTINUED	CONTINUED...	Comparison between art, science and profession
	14-Jan-18	<b>Sunday</b>			
	15-Jan-18	Analysis of marketing Environment	CONTINUED	CONTINUED...	System approach to management
	16-Jan-18	Continued	CONTINUED	CONTINUED...	Continued
	17-Jan-18	Internal Environment	CONTINUED	PROBLEM HANDLING	Continued

3	18-Jan-18	Continued	LIABILITY AND REMUNERATION OF PROMOTERS	TEST	Functions of management
	19-Jan-18	External Environment	CONTINUED	COMPUTATION OF TAX LIABILITY	Continued
	20-Jan-18	Continued	PROBLEM HANDLING	CONTINUED...	Continued
	21-Jan-18	<b>Sunday</b>			
4	22-Jan-18	<b>Vasant Panchami</b>			
	23-Jan-18	Swot analysis	Test /Sessional		Problem handling
	24-Jan-18	<b>Sir Chhotu Ram Jayanti</b>			
	25-Jan-18	Group discussion	COMPANY AND PRE INCORPORATION CONTRACTS	CONTINUED...	Group Discussion
	26-Jan-18	<b>Republic Day</b>			
	27-Jan-18	Test/ Sessional	CONTINUED	CONTINUED...	Sessional/test
	28-Jan-18	<b>Sunday</b>			
5	29-Jan-18	Assignment	CONTINUED	CONTINUED...	Assignment
	30-Jan-18	Assignment	CLASS DISCUSSION	CONTINUED...	Assignment
	31-Jan-18	<b>Guru Ravidas jayanti</b>			
	1-Feb-18	Market Segmentation: Meaning	MOA MEANING	REBATE AND RELIEF OF TAX	Planning: Meaning
	2-Feb-18	Concept of segmentation	CLAUSES OF MOA	ASSESSMENT OF HINDU UNDIVIDED FAMILY	Steps in planning process with examples
	3-Feb-18	Continued	CONTINUE	CONTINUED...	Continued
	4-Feb-18	<b>Sunday</b>			
6	5-Feb-18	Basis of market segmentation	CONTINUE	CONTINUED...	Purpose of planning
	6-Feb-18	Continued	DOCTRINE OF ULTRA ULTRA VIRES	CONTINUED...	Types of plans
	7-Feb-18	Continued	CONTINUE	CONTINUED...	Continued
	8-Feb-18	Continued	ALTERATION OF CLAUSES	CONTINUED...	Continued
	9-Feb-18	Continued	CONTINUE	CONTINUED...	Continued

	10-Feb-18	<b>Maharshi Dayanand Saraswati Jayanti</b>			
	11-Feb-18	<b>Sunday</b>			
7	12-Feb-18	Problem handling	CONTINUE	TEST	Problem handling
	13-Feb-18	<b>Maha Shivratri</b>			
	14-Feb-18	Understanding consumer Behaviour	PROBLEM HANDLING	ASSESSMENT OF FIRMS	Management by objectives
	15-Feb-18	Continued	TEST	CONTINUED...	Continued
	16-Feb-18	Process of Consumer behaviour	AOA CONTENTS MODEL FORMS	CONTINUED...	Continued
	17-Feb-18	Factor affecting Consumer behaviour	CONTINUE	CONTINUED...	Continued
	18-Feb-18	<b>Sunday</b>			
	8	19-Feb-18	Sessional/ test	ALTERATION IN AOA	CONTINUED...
20-Feb-18		Product: meaning and features	CONTINUE	CONTINUED...	Importance of decision making
21-Feb-18		Classification of product	CONTINUE	CONTINUED...	Continued
22-Feb-18		Product mix and product line decision	DOCTRINE OF INDOOR MANAGEMENT	ASSESSMENT OF AOP & BOI	Process of decision making
23-Feb-18		Continued	CONTINUE	CONTINUED...	Continued
24-Feb-18		Continued	CONSTRUCTIVE NOTICE	CONTINUED...	Types of decision making
25-Feb-18		<b>Sunday</b>			
9	26-Feb-18	Product life cycle	PROSPECTUS MEANING AND CONTENTS	PRESENTATION	Limitations of decision making
	27-Feb-18	Continued	CONTINUE	SESSIONAL TEST	Sessional test
	28-Feb-18	<b>KUK Holidays</b>			
	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>			
10	5-Mar-18	New product development process	PROSPECTUS FORMALITIES	INCOME TAX AUTHORITIES	Organisation: meaning and definition
	6-Mar-18	Continued	CONTINUE	CONTINUED...	Process of organising
	7-Mar-18	Branding of product	ABRIDGED PROSPECTUS	CONTINUED...	Continued
	8-Mar-18	Continued	CONTINUE	PREPARATION AND FILING OF RETURN	Levels of organising
	9-Mar-18	Packaging of product	DEEMED PROSPECTUS	CONTINUED...	Span of management form-line, staff etc.
	10-Mar-18	Labelling of product	CONTINUE	CONTINUED...	Continued
	11-Mar-18	<b>Sunday</b>			
11	12-Mar-18	Pricing: Meaning and importance	RED HERRING AND SHELF PROSPECTUS	ASSESSMENT PROCEDURE	Continued
	13-Mar-18	Continued	REVISION	CONTINUED...	Continued
	14-Mar-18	Pricing objectives	GROUP DISCUSSION	CONTINUED...	Continued
	15-Mar-18	Continued	PROBLEM HANDLING	CONTINUED...	Continued
	16-Mar-18	Factors influencing pricing decision	ASSIGNMENT	PRESENTATION	Problem handling
	17-Mar-18	Continued	TEST	SESSIONAL TEST	Assignment
	18-Mar-18	<b>Sunday</b>			
12	19-Mar-18	Pricing strategy	MISSTATEMENT AND REMEDIES	DEDUCTION AND COLLECTION OF TAX AT SOURCE	Delegation of authority
	20-Mar-18	Continued	CONTINUE	CONTINUED...	Continued
	21-Mar-18	Group discussion	LIABILITIES FOR MIS STATEMENTS	CONTINUED...	Continued
	22-Mar-18	Sessional/test	CONTINUE	CONTINUED...	Continued
	23-Mar-18	<b>Shaheedi Diwas of Bhagat Singh, Rajguru &amp; Sukhdev</b>			



	24-Mar-18	Presentation on pricing strategies	CONTINUE	CONTINUED...	Sessional/test
	25-Mar-18	<b>Sunday/ Ram Navami</b>			
13	26-Mar-18	Promotion	ISSUE ALLOTMENT AND TYPES OF SHARES	CONTINUED...	decentralization and centralisation
	27-Mar-18	Continued	CONTINUE	ADVANCE PAYMENT OF TAX	Continued
	28-Mar-18	Continued	CONTINUE	CONTINUED...	Continued
	29-Mar-18	<b>Mahavir Jayanti</b>			
	30-Mar-18	Continued	ISSUE AND ALLOTMENT OF DEBENTURES	CONTINUED...	Continued
	31-Mar-18	Continued	CONTINUE	CONTINUED...	Problem handling
	1-Apr-18	<b>Sunday</b>			
14	2-Apr-18	Distribution channels: meaning	CONTINUE	RECOVERY AND REFUND OF TAX	Motivation; meaning and importance
	3-Apr-18	Types of distribution channels	CONTINUE	CONTINUED...	Process of motivation
	4-Apr-18	Continued	SHARE CERTIFICATES AND SHARE WARRANTS	CONTINUED...	Theories of motivation
	5-Apr-18	Role of distribution channels	CONTINUE	APPEALS AND REVISION	Continued
	6-Apr-18	Factors affecting distribution channels	CONTINUE	CONTINUED...	Continued
	7-Apr-18	Continued	GROUP DISCUSSION	CONTINUED...	Continued
	8-Apr-18	<b>Sunday</b>			
15	9-Apr-18	Physical distribution	PREVIOUS QUESTION PAPER DISCUSSION	PENALTIES	Leadership traits and styles
	10-Apr-18	Continued	TEST	CONTINUED...	Continued
	11-Apr-18	Continued	REVISION	OFFENCES AND PROSECUTIONS	Continued
	12-Apr-18	Mode of distribution	REVISION	CONTINUED...	Continued
	13-Apr-18	Continued	REVISION	CONTINUED...	Continued

	14-Apr-18	<b>Dr Ambedkar Jayanti / Vaisakhi</b>			
	15-Apr-18	<b>Sunday</b>			
16	16-Apr-18	Problem handling	PRESENTATION BY STUDENTS	ASSESSMENT OF COMPANIES	Communication process and barriers
	17-Apr-18	Sessional/test	CONTINUE	CONTINUED...	Continued
	18-Apr-18	<b>Parashurama Jayanti</b>			
	19-Apr-18	Previous year question paper discussion	CONTINUE	CONTINUED...	Controlling: meaning and process
	20-Apr-18	revision	CONTINUE	CONTINUED...	Need of controlling
	21-Apr-18	revision	CONTINUE	CONTINUED...	Feedback and feed forward control
	22-Apr-18	<b>Sunday</b>			
17	23-Apr-18	revision	REVISION	CONTINUED...	Problem handling
	24-Apr-18	revision	REVISION	CONTINUED...	sessional/test
	25-Apr-18	Presentation	REVISION	CONTINUED...	revision
	26-Apr-18	Presentation	REVISION	PREVIOUS YEAR QUESTION PAPER DISCUSSION	revision
	27-Apr-18	Presentation	REVISION	PROBLEM DAY	revision
	28-Apr-18	Presentation	REVISION	PROBLEM DAY	revision
	29-Apr-18	<b>Sunday</b>			

## Lesson Plan

Name of the Assistant Professor NEELAM SHARMA

Class and Section:.....B.COM 2ND ...SEM... SEC-B.....

Subject:.....FINANCIAL... ACCOUNTING.....

Week	Date	Topics
1	1-Jan-18	introduction of partnership
	2-Jan-18	P & L appropriation, partners capital a/c
	3-Jan-18	int. on drawings and practical problems
	4-Jan-18	rules in absence of partnership deed, int. on capital
	5-Jan-18	Guru Govind Singh Birthday
	6-Jan-18	adj. after closing of accounts
	7-Jan-18	Sunday
2	8-Jan-18	guarantee of profit and Life insurance Policy
	9-Jan-18	practical discussion
	10-Jan-18	partnership- admission introduction
	11-Jan-18	profit sharing ratio calculation
	12-Jan-18	PSR cal. Cont...
	13-Jan-18	goodwill and methods of calculation
	14-Jan-18	Sunday
3	15-Jan-18	goodwill and methods of calculation cont...
	16-Jan-18	changes in profit sharing ratio adj. of LI policy
	17-Jan-18	revaluation and memorandum reval. a/c
	18-Jan-18	adj. of undistributed P&L and reserves
	19-Jan-18	adj. of capital
	20-Jan-18	practical practice and assignment- I
	21-Jan-18	Sunday
4	22-Jan-18	Vasant Panchami
	23-Jan-18	retirement and death- introduction, profit share calculation
	24-Jan-18	Sir Chhotu Ram Jayanti
	25-Jan-18	treatment of goodwill
	26-Jan-18	Republic Day
	27-Jan-18	revaluation of assets and liabilities
	28-Jan-18	Sunday
5	29-Jan-18	adj. of undistributed P&L and reserves
	30-Jan-18	payment to retiring partner
	31-Jan-18	Guru Ravidas jayanti

## Lesson Plan

Name of Assistant Professor

Class and Section:.....B.COM...2ND...SEM.....

Subject:.....FINANCIAL... ACCOUNTING

Week	Date	Topics
1	1-Feb-18	adj. of capital according to new profit sharing ratio
	2-Feb-18	accounting treatment of JL policy
	3-Feb-18	practical problem
	4-Feb-18	Sunday
2	5-Feb-18	death of partner- introduction, calculation of profit upto death
	6-Feb-18	practical problem
	7-Feb-18	partnership- dissolution introduction
	8-Feb-18	realisation account, partners loan
	9-Feb-18	capital account and bank account
	10-Feb-18	Maharshi Dayanand Saraswati Jayanti
	11-Feb-18	Sunday
3	12-Feb-18	accounting treatment of reserves and provisions
	13-Feb-18	Maha Shivratri
	14-Feb-18	when balance sheet not given
	15-Feb-18	insolvency of partners
	16-Feb-18	gradual realisation of assets and piecemeal distribution
	17-Feb-18	practical problem
	18-Feb-18	Sunday
4	19-Feb-18	sale of partnership firm to company - introduction
	20-Feb-18	journal entries in the books of vendor firm
	21-Feb-18	journal entries in the books of purchasing co.
	22-Feb-18	practical problem
	23-Feb-18	test
	24-Feb-18	Joint venture - introduction
	25-Feb-18	Sunday
5	26-Feb-18	joint banking method
	27-Feb-18	to keep record of J.V by one co-venturer
	28-Feb-18	KUK Holidays

## Lesson Plan

Name of the Assistant/ Associate Professor.....

Class and Section:.....B.COM...2ND...SEM.....

Subject:.....FINANCIAL... ACCOUNTING.....

Week	Date	Topics
1	1-Mar-18	KUK Holidays/Guru Ravidas Birthday
	2-Mar-18	KUK Holidays/Holi
	3-Mar-18	KUK Holidays
	4-Mar-18	KUK Holidays/Sunday
2	5-Mar-18	to keep record of his own transactions by each co-venturer/ memorandum method
	6-Mar-18	underwriting of shares of company
	7-Mar-18	cash transaction through own banking A/c's
	8-Mar-18	practical problem
	9-Mar-18	test and assignment - II
	10-Mar-18	Branch account - introduction
	11-Mar-18	Sunday
3	12-Mar-18	debtors and direct system
	13-Mar-18	practicle practice
	14-Mar-18	posting in branch account & missing account
	15-Mar-18	practical problem
	16-Mar-18	goods in transit, when goods are supplied at invoiced price
	17-Mar-18	practical problem
	18-Mar-18	Sunday
4	19-Mar-18	final accounts method
	20-Mar-18	normal and abnormal losses
	21-Mar-18	stock and debtors system
	22-Mar-18	whole sale price system
	23-Mar-18	Shaheedi Diwas of Bhagat Singh, Rajguru & Sukhdev
	24-Mar-18	independent branch,special transactions and their entries
	25-Mar-18	Sunday/ Ram Navami
5	26-Mar-18	foreign branch
	27-Mar-18	practical problem
	28-Mar-18	query session
	29-Mar-18	Mahavir Jayanti
	30-Mar-18	test

## Lesson Plan

Name of the Assistant/ Associate Professor.....

Class and Section:.....B.COM...2ND ...SEM.....

Subject:.....FINANCIAL... ACCOUNTING.....

Week	Date	Topics
1	1-Apr-18	Sunday
	2-Apr-18	hire purchase and installment payment methods- introduction
	3-Apr-18	necessary accounts in books of hire purchaser and vendor
	4-Apr-18	int. included in installment or not
	5-Apr-18	computation of cash price
	6-Apr-18	calculation of int. when rate not given
	7-Apr-18	return of goods due to non payment of installment
	8-Apr-18	Sunday
2	9-Apr-18	valuation of goods returned
	10-Apr-18	transfer of asset to 3rd party during hire purchase period
	11-Apr-18	practical problem
	12-Apr-18	sale of asset by hire purchaser
	13-Apr-18	when vendor also changes insurance premium in addition to int. from purchaser
	14-Apr-18	Dr Ambedkar Jayanti / Vaisakhi
	15-Apr-18	Sunday
3	16-Apr-18	provision of free repair by vendor
	17-Apr-18	asset accrual method
	18-Apr-18	Parashurama Jayanti
	19-Apr-18	preparation of hire purchase trading account
	20-Apr-18	stock and debtors system
	21-Apr-18	instalment payment system- introduction
	22-Apr-18	Sunday
4	23-Apr-18	practicle problem
	24-Apr-18	revision
	25-Apr-18	presentation and test
	26-Apr-18	revision
	27-Apr-18	presentation and test
	28-Apr-18	problem discussion

**Name of the Assistant/ Associate Professor** : **NEELAM**  
**Class and Section** : **B COM\_ VI SEM**  
**Subject Lesson Plan** : **International marketing**  
**Month** : **January 2018**

<b>Date</b>	<b>Topics</b>
<b>01-01-2018</b>	International marketing: meaning, national and international mkt.
<b>02-01-2018</b>	Nature, export, multinational , global marketing.
<b>03-01-2018</b>	Factor affecting international marketing.
<b>04-01-2018</b>	Scope of international marketing.
<b>05-01-2018</b>	Importance of international marketing.
<b>06-01-2018</b>	Transition from domestic to international marketing.
<b>07-01-2018</b>	<b>SUNDAY</b>
<b>08-01-2018</b>	Importance of international business environment.
<b>09-01-2018</b>	Components of international marketing environment.
<b>10-01-2018</b>	Resale price maintenance.
<b>11-01-2018</b>	Identifying foreign market.
<b>12-01-2018</b>	Proper selection of international marketing.
<b>13-01-2018</b>	Preference available for Indian exporter.
<b>14-01-2018</b>	<b>SUNDAY</b>
<b>15-01-2018</b>	Export promotion organizations.
<b>16-01-2018</b>	Forms of international marketing.

**Name of the Assistant/ Associate Professor** : **NEELAM**  
**Class and Section** : **B COM\_ VI SEM \_**  
**Subject Lesson Plan** : **International marketing**  
**Month** : **January 2018**

<b>Date</b>	<b>Particulars</b>
17-01-2018	Export houses in India.
18-01-2018	Meaning, importance of product .
19-01-2018	Level of product.
20-01-2018	Product planning.
21-01-2018	<b>SUNDAY</b>
22-01-2018	<b>VASANT PANCHAMI</b>
23-01-2018	Product development.
24-01-2018	<b>SIR CHOTU RAM JAYANTI</b>
25-01-2018	Product development.
26-01-2018	<b>REPUBLIC DAY</b>
27-01-2018	Product innovation: meaning, importance.
28-01-2018	<b>SUNDAY</b>
29-01-2018	Essentials for the success of product innovation.
30-01-2018	Product life cycle, Factor affecting product life cycle.
31-01-2018	<b>GURU RAVIDAS BIRTHDAY</b>



**Name of the Assistant/ Associate Professor** : **NEELAM**  
**Class and Section** : **B COM\_ VI SEM**  
**Subject Lesson Plan** : **International marketing**  
**Month** : **February 2018**

<b>Date</b>	<b>Topics</b>
01-02-2018	Branding : meaning, features.
02-02-2018	Importance of branding.
03-02-2018	Types of brand.
04-02-2018	<b>SUNDAY</b>
05-02-2018	Brand policies and strategies.
06-02-2018	Branding problems in international marketing.
07-02-2018	Trade mark.
08-02-2018	Packing: meaning features.
09-02-2018	Need of packing, objective of packing.
10-02-2018	<b>MAHARSHI DAYANAND SARASWATI JAYANTI</b>
11-02-2018	<b>SUNDAY</b>
12-02-2018	Function of packing
13-02-2018	<b>MAHA SHIVRATRI</b>
14-02-2018	Advantages of packing.
15-02-2018	Policies and strategies in packing.
16-02-2018	Packing design.

Name of the Assistant/ Associate Professor : NEELAM

Class and Section : B COM\_ VI SEM

Subject Lesson Plan : International marketing

Month : February 2018

Date	Particulars
17-02-2018	Labelling : meaning, importance
18-02-2018	SUNDAY
19-02-2018	International pricing.
20-02-2018	Factor affecting international pricing.
21-02-2018	Price and non price factors.
22-02-2018	Methods of pricing in international marketing.
23-02-2018	Price strategies.
24-02-2018	International price quotation.
25-02-2018	SUNDAY
26-02-2018	International price quotation.
27-02-2018	International price quotation.
28-02-2018	VACATION

Name of the Assistant/ Associate Professor : NEELAM\_\_\_\_\_

Class and Section : \_\_\_\_\_B COM\_ VI SEM

Subject Lesson Plan : International marketing

Month : March 2018

Date	Topics
01-03-2018	GURU RAVIDAS BIRTHDAY
02-03-2018	HOLI
03-03-2018	VACATION
04-03-2018	SUNDAY
05-03-2018	International payment: meaning, features
06-03-2018	Method of payment in international marketing.
07-03-2018	Accepting houses :meaning ,working of accepting houses.
08-03-2018	Sales promotion: meaning , features.
09-03-2018	Reason for growth in sales promotion, objective of sales promotion.
10-03-2018	Importance of sales promotion.
11-03-2018	SUNDAY
12-03-2018	Main steps involved in sales promotion.
13-03-2018	Types of sales promotion.
14-03-2018	Export promotion organization.
15-03-2018	Problems in sale promotion in international marketing.
16-03-2018	Advertising: meaning, characteristics.

**Name of the Assistant/ Associate Professor** : **NEELAM**  
**Class and Section** : **B COM\_ VI SEM**  
**Subject Lesson Plan** : **International marketing**

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**Month** : **March 2018**

<b>Date</b>	<b>Particulars</b>
<b>17-03-2018</b>	Objective of advertisement, media in advertising.
<b>18-03-2018</b>	<b>SUNDAY</b>
<b>19-03-2018</b>	Media selection in advertising.
<b>20-03-2018</b>	Advertising strategies in international marketing.
<b>21-03-2018</b>	Direct mail advertising in international marketing.
<b>22-03-2018</b>	Personal selling: meaning, features.
<b>23-03-2018</b>	<b>SHAHEEDI DIWAS OF BHAGAT SINGH, RAJGURU &amp; SUKHDEV</b>
<b>24-03-2018</b>	Importance of personal selling, limitation of personal selling.
<b>25-03-2018</b>	<b>SUNDAY/ RAM NAVMI</b>
<b>26-03-2018</b>	Need of personal selling, types of personal selling.
<b>27-03-2018</b>	Method of personal selling in international marketing,
<b>28-03-2018</b>	Fair and exhibition: meaning, objectives.
<b>29-03-2018</b>	<b>MAHAVIR JAYANTI</b>
<b>30-03-2018</b>	Types of fairs and exhibition.
<b>31-03-2018</b>	Merits and demerits of fairs and exhibition.

**Name of the Assistant/ Associate Professor** : **NEELAM**  
**Class and Section** : **B COM\_ VI SEM \_**  
**Subject Lesson Plan** : **International marketing**  
**Month** : **April 2018**

<b>Date</b>	<b>Topics</b>
<b>01-04-2018</b>	<b>SUNDAY</b>
<b>02-04-2018</b>	Distribution channel: meaning and definition of distribution channel.
<b>03-04-2018</b>	Types of distribution channel.
<b>04-04-2018</b>	Strategies of distribution channel.
<b>05-04-2018</b>	Factor affecting distribution channel.
<b>06-04-2018</b>	Level of distribution channel.
<b>07-04-2018</b>	Marketing logistics decision for export: Importance , problems.
<b>08-04-2018</b>	<b>SUNDAY</b>
<b>09-04-2018</b>	Different means of transportation.
<b>10-04-2018</b>	Selection of ideal means of transport.
<b>11-04-2018</b>	Function and need of storage and warehousing.
<b>12-04-2018</b>	Necessity of warehousing for export marketing.
<b>13-04-2018</b>	Need of agents in international marketing.
<b>14-04-2018</b>	<b>DR AMBEDKAR JAYANTI / VAISAKHI</b>
<b>15-04-2018</b>	<b>SUNDAY</b>
<b>16-04-2018</b>	Identifying foreign sales agents

**Name of the Assistant/ Associate Professor** : **NEELAM**  
**Class and Section** : **B.COM VI SEM**  
**Subject Lesson Plan** : **International marketing**  
**Month** : **April 2018**

<b>Date</b>	<b>Particulars</b>
<b>17-04-2018</b>	Agency contracts
<b>18-04-2018</b>	<b>PARASHURAMA JAYANTI</b>
<b>19-04-2018</b>	Revision of syllabus.
<b>20-04-2018</b>	Revision of syllabus.
<b>21-04-2018</b>	Revision of syllabus.
<b>22-04-2018</b>	<b>SUNDAY</b>
<b>23-04-2018</b>	Revision of syllabus.
<b>24-04-2018</b>	Agency contracts.
<b>25-04-2018</b>	Revision of syllabus.
<b>26-04-2018</b>	Revision of syllabus.
<b>27-04-2018</b>	Presentation
<b>28-04-2018</b>	Revision of syllabus.
<b>29-04-2018</b>	Agency contracts
<b>30-04-2018</b>	Agency contracts