

WEEK 13	DESCRIPTION
	----- HOLI BREAK-----
WEEK 14	
01.04.24	- Do -
02.04.24	- Do -
03.04.24	Royalties in connection with Patents
04.04.24	- Do -
05.04.24	copyright Royalties
06.04.24	- Do -
WEEK 15	
08.04.24	- Do -
09.04.24	Student Problem
10.04.24	introduction of Joint venture, features
12.04.24	Method, Joint venture Account
13.04.24	Practical Practices
WEEK 16	
15.04.24	- Do -
16.04.24	- Do -
18.04.24	Method of Personal Accounts of co-venture
19.04.24	- Do Practical Practices
20.04.24	- Do -
WEEK 17	
22.04.24	Method Joint Bank Account
23.04.24	Practical Practices
24.04.24	- Do -
25.04.24	Revision
26.04.24	Revision
27.04.24	Revision

	DESCRIPTION
WEEK 6	
05.02.24	Practical question
06.02.24	- Do -
07.02.24	- Do -
08.02.24	Goods in transit & computation of excess price on bill
09.02.24	- Practical question -
10.02.24	- Do -
WEEK 7	
12.02.24	- Do -
13.02.24	Student Problem
15.02.24	Petty cash is maintained on imprest system
16.02.24	- Practical question -
17.02.24	- Do -
WEEK 8	
19.02.24	Memorandum Branch Stock Account
20.02.24	- Do -
21.02.24	- Do -
22.02.24	Independent Branches
23.02.24	- Practical question -
24.02.24	- Do -
WEEK 9	
26.02.24	- Do -
27.02.24	Student Problem
28.02.24	introduction on departmental Account
29.02.24	- Practical question -
01.03.24	- Student Problem -
02.03.24	- Do -
WEEK 10	
04.03.24	introduction of Dissolution of Partnership firm
05.03.24	Accounting Procedure on Dissolution of firm
06.03.24	Practical question
07.03.24	- Do -
09.03.24	- Do -
WEEK 11	
11.03.24	Student Problem
12.03.24	Rule of Garner vs. Murray
13.03.24	- Practical question -
14.03.24	- Do -
15.03.24	- Do -
16.03.24	- Do -
WEEK 12	
18.03.24	introduction of Amalgamation & sale of Partnership firm
19.03.24	- Practical question Practice -
20.03.24	- Student Problem -
21.03.24	introduction of Royalty Accounts, Types of Royalty
22.03.24	- Practical question Practice

TIKA RAM GIRLS COLLEGE SONEPAT

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR Ms. Manisha

CLASS AND SECTION B.Com Pass 2nd sem

SUBJECT Financial Accounting

WEEK 1	DESCRIPTION
1.01.24	introduction of Hire-Purchase system
2.01.24	Difference between Hire purchase & credit sale
3.01.24	Practical question practice
4.01.24	- Do -
5.01.24	- Do -
6.01.24	- Do -
WEEK 2	
8.01.24	Student Problem
9.01.24	calculation of cash Price & Annuity Rate Method
10.01.24	- Do -
11.01.24	- Do -
12.01.24	Student Problem
13.01.24	- Do -
WEEK 3	
15.01.24	Calculation of free Repair or Maintenance by the vendor
16.01.24	- Do -
18.01.24	Repossession of goods due to Non-Payment of instalment
19.01.24	- Do -
20.01.24	- Do -
WEEK 4	
22.01.24	Transfer of Assets to Third Party
23.01.24	Practical question
24.01.24	- Do -
25.01.24	Purchase through financial institution
27.01.24	- Practical question
WEEK 5	
29.01.24	- Do -
30.01.24	- Do -
31.01.24	Student Problem
01.02.24	introduction of Branch Accounts, types
02.02.24	- Do -
03.02.24	Branch Accounts in the Banks of Head office

WEEK 13	DESCRIPTION
	Process & Techniques
	"
	----- HOLI BREAK -----
	Effective Control System.
	"
	"
WEEK 14	
01.04.24	Revision of Unit III.
02.04.24	Class Test
03.04.24	Introduction of Management of Change
04.04.24	↑
05.04.24	Concept & Nature
06.04.24	"
WEEK 15	
08.04.24	Process of Planned Change
09.04.24	"
10.04.24	Resistance to change
12.04.24	"
13.04.24	"
WEEK 16	
15.04.24	Assignments
16.04.24	"
18.04.24	Emerging Horizons of Management
19.04.24	"
20.04.24	"
WEEK 17	
22.04.24	"
23.04.24	Revision of Unit IV.
24.04.24	Group Discussion
25.04.24	"
26.04.24	Class Test
27.04.24	"

	DESCRIPTION
WEEK 6	
05.02.24	Maslow Theory
06.02.24	"
07.02.24	Herzberg Theory
08.02.24	"
09.02.24	— Discussion —
10.02.24	
WEEK 7	
12.02.24	McGregor & Gulch Theory
13.02.24	Financial and Non Financial Incentives
15.02.24	"
16.02.24	"
17.02.24	"
WEEK 8	
19.02.24	Leadership Concept
20.02.24	"
21.02.24	Leadership Styles
22.02.24	"
23.02.24	"
24.02.24	"
WEEK 9	
26.02.24	Leadership Theories
27.02.24	"
28.02.24	"
29.02.24	"
01.03.24	"
02.03.24	"
WEEK 10	
04.03.24	Revision of Unit I & Unit II
05.03.24	"
06.03.24	Communication Concept
07.03.24	"
09.03.24	"
WEEK 11	
11.03.24	Nature, Type and Process
12.03.24	"
13.03.24	"
14.03.24	"
15.03.24	Communication Barriers
16.03.24	"
WEEK 12	
18.03.24	Remedies of Comm. Barriers
19.03.24	"
20.03.24	"
21.03.24	Concept of Control
22.03.24	"

TIKA RAM GIRLS COLLEGE SONEPAT

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR Ms. Monika
 CLASS AND SECTION B.G. (Pass.) 2nd Sem.
 SUBJECT Business Management - II

WEEK 1	DESCRIPTION
1.01.24	Introduction
2.01.24	"
3.01.24	Staffing - Concept, Nature & Scope
4.01.24	"
5.01.24	"
6.01.24	"
WEEK 2	
8.01.24	Matching Job & people
9.01.24	"
10.01.24	"
11.01.24	"
12.01.24	"
13.01.24	"
WEEK 3	
15.01.24	Recruitment & Selection
16.01.24	"
18.01.24	"
19.01.24	Methods.
20.01.24	"
WEEK 4	
22.01.24	Training of Employees
23.01.24	"
24.01.24	"
25.01.24	Methods
27.01.24	"
WEEK 5	
29.01.24	Motivation - Concept & Nature
30.01.24	"
31.01.24	"
01.02.24	Theories of Motivation
02.02.24	"
03.02.24	"

WEEK 13	DESCRIPTION
	----- HOLI BREAK-----
WEEK 14	
01.04.24	Concept of Economic Role of Govt.
02.04.24	Concept of "Monetary Policy
03.04.24	Concept of "
04.04.24	Measures of Monetary Policy
05.04.24	"
06.04.24	"
WEEK 15	
08.04.24	Evaluation of Monetary Policy.
09.04.24	"
10.04.24	RBI Monetary Policy.
12.04.24	Concept of Fiscal Policy
13.04.24	"
WEEK 16	
15.04.24	Objectives and Methods of Fiscal Policy
16.04.24	"
18.04.24	Suggestions for Reforms in Fiscal Policy
19.04.24	"
20.04.24	Concept of Industrial Policy
WEEK 17	
22.04.24	Features of Industrial Policy
23.04.24	Concept of New Industrial Policy
24.04.24	Concept of Privatisation
25.04.24	Objectives and Measures of Privatisation
26.04.24	Revision
27.04.24	"

WEEK	DESCRIPTION
05.02.24	Factors responsible for gap b/w Actual and desired rate of Investment.
06.02.24	
07.02.24	
08.02.24	
09.02.24	Suggestions " to ↑ level of Capital Formation
10.02.24	" Introduction of Foreign Trade
WEEK 7	
12.02.24	Concept " of Foreign Trade
13.02.24	" Introduction of Balance of Payment
15.02.24	"
16.02.24	"
17.02.24	"
WEEK 8	
19.02.24	Causes of " Disequilibrium
20.02.24	Methods of " Correcting Deficit in BOP
21.02.24	"
22.02.24	Concept " of Unemployment
23.02.24	"
24.02.24	"
WEEK 9	
26.02.24	Nature of Unemployment in India
27.02.24	Causes of " Unemployment in India
28.02.24	"
29.02.24	Concept " of Regional Imbalance
01.03.24	"
02.03.24	"
WEEK 10	
04.03.24	Causes of Regional Imbalances
05.03.24	Central " gort. Incentives
06.03.24	"
07.03.24	Concept " of Inflation
09.03.24	"
WEEK 11	
11.03.24	Causes of Increase in Prices
12.03.24	Suggestion " to check Inflation
13.03.24	"
14.03.24	Concept " of Parallel Economy
15.03.24	"
16.03.24	"
WEEK 12	
18.03.24	Concept of Industrial Sickness
19.03.24	Causes of " Industrial Sickness
20.03.24	"
21.03.24	Committee " on Industrial Sickness
22.03.24	"

TIKA RAM GIRLS COLLEGE SONEPAT

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR MS. HEENAKSHI
 CLASS AND SECTION B. Com Pass 1st Year, 2nd Sem
 SUBJECT Business Environment

WEEK	DESCRIPTION
1.01.24	Introduction of Business Environment
2.01.24	"
3.01.24	Concept and Importance.
4.01.24	"
5.01.24	Components of Business Environment
6.01.24	"
WEEK 2	
8.01.24	Concept of Environment Scanning
9.01.24	"
10.01.24	Significance of Env. Scanning
11.01.24	"
12.01.24	Different Approaches of Env. Scanning
13.01.24	"
WEEK 3	
15.01.24	Concept of SWOT
16.01.24	"
18.01.24	"
19.01.24	Revision of UNIT → I
20.01.24	"
WEEK 4	
22.01.24	Concept of National Income
23.01.24	"
24.01.24	Methods of Measuring National Income
25.01.24	"
27.01.24	Trends in National Income
WEEK 5	
29.01.24	Introduction of Savings
30.01.24	factors affecting Domestic Saving in India
31.01.24	"
01.02.24	"
02.02.24	Introduction of Investments
03.02.24	Estimates of gross investment in India

WEEK 13	DESCRIPTION
	---- HOLI BREAK ----
WEEK 14	
01.04.24	Introduction of ratio and Proportion
02.04.24	
03.04.24	Composition of ratios
04.04.24	"
05.04.24	"
06.04.24	Proportion
WEEK 15	
08.04.24	
09.04.24	Properties of Proportion
10.04.24	"
12.04.24	"
13.04.24	Test
WEEK 16	
15.04.24	Introduction of Percentage
16.04.24	
18.04.24	Some Results
19.04.24	"
20.04.24	"
WEEK 17	
22.04.24	Introduction of Profit and Loss
23.04.24	
24.04.24	Profit and Loss Percentage
25.04.24	"
26.04.24	"
27.04.24	Test

	DESCRIPTION
WEEK 6	
05.02.24	Chain Rule
06.02.24	Problems related to chain rule
07.02.24	Logarithmic and exponential functions
08.02.24	
09.02.24	Diff. of implicit functions
10.02.24	"
WEEK 7	
12.02.24	Logarithmic Differentiation
13.02.24	Diff. in case of Parametric function
15.02.24	"
16.02.24	"
17.02.24	Test
WEEK 8	
19.02.24	Derivatives of Higher order
20.02.24	Introduction of Applications of Derivatives
21.02.24	Rate of change of quantities
22.02.24	Maxima and minima
23.02.24	Problems on Maxima and minima
24.02.24	"
WEEK 9	
26.02.24	Introduction of compound interest
27.02.24	Simple interest
28.02.24	Compound "
29.02.24	"
01.03.24	Continuous compounding of interest
02.03.24	"
WEEK 10	
04.03.24	Problems on effective rate of interest
05.03.24	"
06.03.24	"
07.03.24	"
09.03.24	Test
WEEK 11	
11.03.24	Introduction of Annuities
12.03.24	Types of "
13.03.24	Amount of "
14.03.24	"
15.03.24	"
16.03.24	Problems of "
WEEK 12	
18.03.24	Present value of an Annuity
19.03.24	
20.03.24	Solutions of Practical Problems Related
21.03.24	To Annuities
22.03.24	"

TIKA RAM GIRLS COLLEGE SONEPAT

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR Mrs. Beela
 CLASS AND SECTION B.com-I
 SUBJECT Business Mathematics - 2

WEEK	DESCRIPTION
WEEK 1	
1.01.24	Definition of matrix, Types of matrices
2.01.24	Algebra of matrix
3.01.24	Problems related to matrix
4.01.24	"
5.01.24	Text
6.01.24	Calculation of value of Determinants
WEEK 2	
8.01.24	"
9.01.24	adjoint of a ^{third order} matrix
10.01.24	elementary row and column operations
11.01.24	"
12.01.24	Inverse matrix
13.01.24	"
WEEK 3	
15.01.24	Adjoint elementary row and column operations
16.01.24	"
18.01.24	"
19.01.24	"
20.01.24	Text
WEEK 4	
22.01.24	Solution of a system of linear equations
23.01.24	"
24.01.24	"
25.01.24	Condition for consistency
27.01.24	"
WEEK 5	
29.01.24	Introduction of Differentiation
30.01.24	Derivative of first principle
31.01.24	General theorem on Differentiation
01.02.24	Differentiation of quotient of two functions
02.02.24	"
03.02.24	"

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TIKA RAM GIRLS COLLEGE SONEPAT
Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR Dr. Divya Shree
CLASS AND SECTION B.com Pass-II
SUBJECT Basis of Computer - II

WEEK 1	DESCRIPTION
1.01.24	Fundamental of computers :-
2.01.24	Model of digital computer
3.01.24	Functioning of digital computer
4.01.24	Types of digital computer
5.01.24	Advantages of computer
6.01.24	Difference b/w Digital & computer
WEEK 2	
8.01.24	Application of computer
9.01.24	Computer in Commerce, Marketing, Edu. &
10.01.24	Education & Management
11.01.24	Revision of Ch-1
12.01.24	Revision of Ch-1
13.01.24	Test of Ch-1
WEEK 3	
15.01.24	Review of software
16.01.24	Types of software & their role
18.01.24	"
19.01.24	Types of system software
20.01.24	Types of system software
WEEK 4	
22.01.24	Operating system
23.01.24	Multi-user OS
24.01.24	Multi-tasking OS
25.01.24	Multi-processing OS
27.01.24	Time-sharing OS
WEEK 5	
29.01.24	Multi-programming OS
30.01.24	Revision of Types of OS.

31.01.24	Operating System as a Resource Manag " Concept of GUI & CUI "
01.02.24	
02.02.24	
03.02.24	
WEEK 6	
05.02.24	Revision of Unit-II Test of Unit-II Intro to windows Components of Application window Types of windows Window as an operating system
06.02.24	
07.02.24	
08.02.24	
09.02.24	
10.02.24	
WEEK 7	
12.02.24	Windows Explorer
13.02.24	lab
15.02.24	lab
16.02.24	Using Paint brush
17.02.24	Control Panel
WEEK 8	
19.02.24	Installing a Printer
20.02.24	User Interfaces - CUI & GUI
21.02.24	concept of Desktop & Taskbar
22.02.24	My Computer
23.02.24	My Computer
24.02.24	Recycle Bin
WEEK 9	
26.02.24	My documents & Internet Explorer II
27.02.24	Revision of Unit 3
28.02.24	lab
29.02.24	Overview of MS-Excel
01.03.24	Applications of spreadsheets
02.03.24	Advantages of spread sheet
WEEK 10	
04.03.24	Features of Excel
05.03.24	Rows, Column, Cell Menus
06.03.24	Creating worksheet lab
07.03.24	Formatting, Printing
09.03.24	Establishing worksheet links
WEEK 11	
11.03.24	lab

11.03.24	lab
12.03.24	Table Creating & Printing graphics
13.03.24	"
14.03.24	Revision of Ch-3
15.03.24	Revision of Ch-3
16.03.24	Test of Ch-3
WEEK 12	
18.03.24	Macros
19.03.24	lab
20.03.24	Macros
21.03.24	Macros
22.03.24	lab
WEEK 13	
	----- HOLI BREAK-----
WEEK 14	
01.04.24	Using Built-in functions
02.04.24	using Built-in functions
03.04.24	lab
04.04.24	features of excel
05.04.24	lab
06.04.24	lab
WEEK 15	
08.04.24	Application of Computer in diff fie
09.04.24	lab
10.04.24	Types of Digital computers
12.04.24	D.S
13.04.24	lab
WEEK 16	
15.04.24	Test of Unit-I
16.04.24	lab
18.04.24	Test of Unit-II
19.04.24	Test of Unit-II
20.04.24	lab
WEEK 17	

22.04.24	Test of OS Test by excel hab hab hab hab
23.04.24	
24.04.24	
25.04.24	
26.04.24	
27.04.24	



TIKA RAM GIRLS COLLEGE SONEPAT

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR Dr Nisha Dahiya
 CLASS AND SECTION B.Lom Hon⁴th Sem, Pass 4th Sem
 SUBJECT Company Law

WEEK 1	DESCRIPTION
1.01.24	Introduction of Depository System
2.01.24	
3.01.24	Benefits of Depository
4.01.24	
5.01.24	Paperless Trading
6.01.24	"
WEEK 2	
8.01.24	Revision
9.01.24	"
10.01.24	Introduction of Share
11.01.24	Type of Share
12.01.24	"
13.01.24	Stock
WEEK 3	
15.01.24	Allotment of Share
16.01.24	"
18.01.24	Procedure of Share
19.01.24	"
20.01.24	Issue of Shares
WEEK 4	
22.01.24	Right Share, Bonus Share
23.01.24	"
24.01.24	Sweat Equity Share
25.01.24	Buy Back of Share
27.01.24	Introduction of Transfer & Transmission of Share
WEEK 5	
29.01.24	"
30.01.24	Procedure of Transfer of Share
31.01.24	"
01.02.24	Procedure of Transmission of Share
02.02.24	Revision of Unit-I
03.02.24	

WEEK 6	DESCRIPTION
05.02.24	Introduction of Share Capital
06.02.24	"
07.02.24	Kinds of Share Capital
08.02.24	Alteration of Share Capital
09.02.24	"
10.02.24	Reduction of Share Capital
WEEK 7	
12.02.24	Further Issue of Share Capital
13.02.24	"
15.02.24	Pre-emption Rights
16.02.24	Revision of Share Capital
17.02.24	"
WEEK 8	
19.02.24	Introduction of Members
20.02.24	"
21.02.24	Difference between Member & Shareholder
22.02.24	"
23.02.24	Modes of Acquiring Membership
24.02.24	"
WEEK 9	
26.02.24	Who may be member
27.02.24	"
28.02.24	Rights & Liabilities of Member
29.02.24	"
01.03.24	"
02.03.24	Registers of Members
WEEK 10	
04.03.24	Revision of Shareholder & Members
05.03.24	"
06.03.24	Introduction of Meeting of a Company
07.03.24	"
09.03.24	Essentials of a valid meeting
WEEK 11	
11.03.24	Meeting of Shareholders
12.03.24	Annual General Meeting
13.03.24	"
14.03.24	Extra Ordinary General Meeting
15.03.24	"
16.03.24	Director's Meeting
WEEK 12	
18.03.24	Resolution
19.03.24	"
20.03.24	"
21.03.24	Introduction of Directors
22.03.24	Duties & Powers of Directors

WEEK 13	DESCRIPTION
	----- HOLI BREAK-----
WEEK 14	
01.04.24	Liabilities of Directors
02.04.24	Appointment & Removal of Director
03.04.24	"
04.04.24	"
05.04.24	Revision of III rd Unit
06.04.24	"
WEEK 15	
08.04.24	Introduction of Winding-up
09.04.24	"
10.04.24	Modes of Winding up
12.04.24	"
13.04.24	"
WEEK 16	
15.04.24	Petition of Winding-up
16.04.24	Powers & Duties of Company Liquidator
18.04.24	"
19.04.24	Consequences of Winding-up
20.04.24	"
WEEK 17	
22.04.24	Revision of Syllabus
23.04.24	"
24.04.24	"
25.04.24	"
26.04.24	"
27.04.24	"

TIKA RAM GIRLS COLLEGE SONEPAT

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR M.S. Suman
 CLASS AND SECTION B.com IInd (Class) IVth Sem
 SUBJECT Business Regulatory Framework.

WEEK 1	DESCRIPTION
1.01.24	Indian Partnership ACT, 1932 - Introduction
2.01.24	characteristics on Touchstone of Partnership
3.01.24	Kind of Partnership
4.01.24	Rules Applicable in the Absence of Partnership Deed
5.01.24	Duties and Liabilities of Partner
6.01.24	Types of Partners
WEEK 2	
8.01.24	Minor as a partner
9.01.24	Rights and Liabilities of Incoming Partner
10.01.24	— Do —
11.01.24	Settlement of Affairs on Dissolution of Firm
12.01.24	Registration of partnership Firm
13.01.24	Partnership Deed
WEEK 3	
15.01.24	Class Test
16.01.24	Negotiable Instrument Act - 1881
18.01.24	— Do —
19.01.24	— Do —
20.01.24	— Do —
WEEK 4	
22.01.24	Difference - Cheque - Bill of Exchange - Promissory notes
23.01.24	Parties to Negotiable Instruments
24.01.24	Holder of a Negotiable Instrument
25.01.24	— Do —
27.01.24	Capacity of Parties
WEEK 5	
29.01.24	Negotiation
30.01.24	Endorsement - Procedure of Endorsement
31.01.24	Acceptance
01.02.24	Effect of Qualified Acceptance
02.02.24	Presentment on Presentation
03.02.24	— Do —

WEEK 6	DESCRIPTION
05.02.24	Dishonour - Noting and Protest
06.02.24	- Do -
07.02.24	Problem solving Day.
08.02.24	Sales of Goods Act - 1930
09.02.24	- Do -
10.02.24	- Do -
WEEK 7	
12.02.24	Formation of the Contract of Sale of Goods
13.02.24	- Do -
15.02.24	- Do -
16.02.24	Conditions and warranties
17.02.24	- Do -
WEEK 8	
19.02.24	Doctrine of Caveat Emptor
20.02.24	Transfer of property on ownership ad
21.02.24	- Do -
22.02.24	- Do -
23.02.24	Performance of the Contract Delivery & Payment
24.02.24	- Do -
WEEK 9	
26.02.24	Unpaid Seller
27.02.24	- Do -
28.02.24	- Do -
29.02.24	Problem solving Day.
01.03.24	Suit For Breach of the Contract
02.03.24	- Do -
WEEK 10	
04.03.24	- Do -
05.03.24	Right To Information Act, 2005
06.03.24	- Do -
07.03.24	- Do -
09.03.24	- Do -
WEEK 11	
11.03.24	Procedure to be followed by Commission in Appeal.
12.03.24	- Do -
13.03.24	- Do -
14.03.24	The central Information Commission
15.03.24	- Do -
16.03.24	- Do -
WEEK 12	
18.03.24	The State Information Commission
19.03.24	- Do -
20.03.24	Functions and Powers of Information Comm.
21.03.24	- Do -
22.03.24	- Do -

WEEK 13	DESCRIPTION
	----- HOLI BREAK -----
WEEK 14	
01.04.24	Obligation of Public Authorities
02.04.24	— Do —
03.04.24	— Do —
04.04.24	Class Test
05.04.24	Duties of Public Information officers
06.04.24	— Do —
WEEK 15	
08.04.24	Revision of Unit I st
09.04.24	— Do —
10.04.24	— Do —
12.04.24	— Do —
13.04.24	— Do —
WEEK 16	
15.04.24	Revision of unit II nd
16.04.24	— Do —
18.04.24	— Do —
19.04.24	— Do —
20.04.24	Revision of unit III rd
WEEK 17	
22.04.24	— Do —
23.04.24	— Do —
24.04.24	Revision of unit IV th
25.04.24	— Do —
26.04.24	— Do —
27.04.24	— Do —

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR Ms. Seema Rani
 CLASS AND SECTION B.Com (Pass) 4th Semester
 SUBJECT Business Statistics - II

WEEK 1	DESCRIPTION
1.01.24	Index Numbers :- Meaning and Types, uses Methods of Constructing Price Index
2.01.24	
3.01.24	
4.01.24	
5.01.24	
6.01.24	
Test of adequacy of Index No.	
WEEK 2	
8.01.24	Index Numbers - Quantity Index
9.01.24	
10.01.24	
11.01.24	
12.01.24	
13.01.24	
WEEK 3	
15.01.24	Index Numbers - II - Chain Base Index Base Shifting, Splicing Deflating & Problem solving day. Problems in Constructing Index numbers
16.01.24	
18.01.24	
19.01.24	
20.01.24	
WEEK 4	
22.01.24	Consumer Price Index
23.01.24	
24.01.24	
25.01.24	Revision of Index No.
27.01.24	
WEEK 5	
29.01.24	Time Series - Causes and Variation in timeseries data Components of Time Series Additive and multiplicative model Moving Average method Least Square method
30.01.24	
31.01.24	
01.02.24	
02.02.24	
03.02.24	

WEEK 6	DESCRIPTION
05.02.24	Least Square method
06.02.24	"
07.02.24	Time Series - II - Theory & methods
08.02.24	Seasonal Indices by simple averages
09.02.24	"
10.02.24	"
WEEK 7	
12.02.24	Ratio to Trend method
13.02.24	"
15.02.24	Ratio to "moving Average & Link Relative
16.02.24	"
17.02.24	"
WEEK 8	
19.02.24	Theory of Probability - Concepts & Approaches
20.02.24	Addition Theory
21.02.24	"
22.02.24	"
23.02.24	Multiplication Theory of Probability
24.02.24	"
WEEK 9	
26.02.24	Combined use of Addition & multiplication
27.02.24	"
28.02.24	"
29.02.24	Mathematical expectation Probability
01.03.24	Bayes Theorem
02.03.24	"
WEEK 10	
04.03.24	Binomial Distribution - Theory
05.03.24	Numerical of Binomial Distribution
06.03.24	"
07.03.24	"
09.03.24	"
WEEK 11	
11.03.24	Poisson Probability Distribution - Theory
12.03.24	Numericals of Poisson Distribution
13.03.24	"
14.03.24	"
15.03.24	"
16.03.24	"
WEEK 12	
18.03.24	Normal Probability Distribution - Theory
19.03.24	"
20.03.24	Numericals of " Normal Probability Distribution
21.03.24	"
22.03.24	"

WEEK 13	DESCRIPTION
	----- HOLI BREAK-----
WEEK 14	
01.04.24	Continue of Normal Probability Distribution
02.04.24	"
03.04.24	"
04.04.24	"
05.04.24	"
06.04.24	"
WEEK 15	
08.04.24	Revision of 1st Unit
09.04.24	"
10.04.24	"
12.04.24	"
13.04.24	"
WEEK 16	
15.04.24	Revision of 2nd Unit
16.04.24	"
18.04.24	"
19.04.24	"
20.04.24	"
WEEK 17	
22.04.24	Revision of 3rd Unit
23.04.24	"
24.04.24	"
25.04.24	"
26.04.24	"
27.04.24	"

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR MS. HEENAKSHI
 CLASS AND SECTION B.Com Pass IInd Year (IVth Sem)
 SUBJECT Marketing Management

WEEK 1	DESCRIPTION
1.01.24	Introduction of Marketing Nature, Scope and Importance of Marketing Functions of Marketing
2.01.24	
3.01.24	
4.01.24	
5.01.24	Introduction of Marketing Concept
6.01.24	
WEEK 2	
8.01.24	Principles of Marketing Concept. Factors Affecting New Marketing Concept
9.01.24	
10.01.24	Market: Segmentation. Concept of Market Segmentation Strategies of Market Segmentation.
11.01.24	
12.01.24	
13.01.24	
WEEK 3	
15.01.24	Revision of UNIT-I
16.01.24	
18.01.24	
19.01.24	INTRODUCTION of Consumer Behaviour Determinants of Consumer Behaviour
20.01.24	
WEEK 4	
22.01.24	Importance and Concept of Consumer Behaviour
23.01.24	
24.01.24	Introduction of Product Planning Elements and objectives Components of Product Planning
25.01.24	
27.01.24	
WEEK 5	
29.01.24	Product Development
30.01.24	
31.01.24	Elements of Product Development Scope and Importance of Product Develop. Introduction of Development of New Product
01.02.24	
02.02.24	
03.02.24	

WEEK 6	DESCRIPTION
05.02.24	Sources of New Product Ideas
06.02.24	"
07.02.24	Test Marketing
08.02.24	"
09.02.24	"
10.02.24	"
WEEK 7	
12.02.24	Introduction of Product Life Cycle
13.02.24	"
15.02.24	Stages of PLC
16.02.24	"
17.02.24	"
WEEK 8	
19.02.24	Concept of Product Identification: Branding
20.02.24	"
21.02.24	Factors Affecting the Selection of a Good Brand
22.02.24	"
23.02.24	Brand Policies and Strategies
24.02.24	"
WEEK 9	
26.02.24	Concept of Packaging
27.02.24	"
28.02.24	Functions of Packaging
29.02.24	"
01.03.24	Concept of Labelling
02.03.24	"
WEEK 10	
04.03.24	Concept of Product Pricing.
05.03.24	"
06.03.24	Pricing Objectives
07.03.24	"
09.03.24	Factors Affecting Pricing Decisions
WEEK 11	
11.03.24	"
12.03.24	Pricing Policies and Strategies
13.03.24	"
14.03.24	"
15.03.24	Revision of UNIT → III
16.03.24	"
WEEK 12	
18.03.24	Concept of Advertising
19.03.24	"
20.03.24	Functions and Role of Advertising
21.03.24	"
22.03.24	Principles of Effective Advertising

WEEK 13	DESCRIPTION
	----- HOLI BREAK -----
WEEK 14	
01.04.24	Concept of Advertising Media
02.04.24	"
03.04.24	Merits and Demerits of Advertising.
04.04.24	Factors affecting the Selection of Advertising Media
05.04.24	"
06.04.24	Methods of Evaluating Advertising Effectiveness
WEEK 15	
08.04.24	Concept of Sales Promotion
09.04.24	"
10.04.24	Objectives and Importance of Sales Promotion
12.04.24	"
13.04.24	Tools of Sales Promotion
WEEK 16	
15.04.24	"
16.04.24	Concept of Publicity
18.04.24	"
19.04.24	Concept of Public Relations.
20.04.24	"
WEEK 17	
22.04.24	Public Relation Tools
23.04.24	"
24.04.24	Revision
25.04.24	"
26.04.24	Class Test
27.04.24	"

TIKA RAM GIRLS COLLEGE SONEPAT

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR Ms. MEENAKSHI
 CLASS AND SECTION B.Com Pass 3rd Year (IVth Sem)
 SUBJECT Corporate Account

WEEK 1	DESCRIPTION
1.01.24	Introduction of Internal Reconstruction
2.01.24	Difference b/w Internal and External Reconst.
3.01.24	Methods of Internal Reconstruction
4.01.24	Alteration in the Share Capital
5.01.24	Reduction in Share Capital
6.01.24	Numericals
WEEK 2	
8.01.24	Numericals
9.01.24	Numericals
10.01.24	Numericals
11.01.24	Revision of Internal Reconstruction
12.01.24	"
13.01.24	"
WEEK 3	
15.01.24	External Reconstruction
16.01.24	"
18.01.24	External Reconstruction in Nature of Mergers
19.01.24	"
20.01.24	Nature of Purchase
WEEK 4	
22.01.24	"
23.01.24	Numericals
24.01.24	"
25.01.24	"
27.01.24	"
WEEK 5	
29.01.24	Liquidation of Company
30.01.24	Methods of Liquidation
31.01.24	(a) Winding up by the Tribunal
01.02.24	(b) Voluntary winding-up.
02.02.24	Liquidator's final Statement of Account
03.02.24	Numericals

WEEK 6	DESCRIPTION
05.02.24	Liquidator's Remuneration on Amount Distributed
06.02.24	to Equity Shareholders
07.02.24	"
08.02.24	Distribution of Surplus
09.02.24	Removing of Disparity among Diff. types of Equity.
10.02.24	"
WEEK 7	
12.02.24	Call on Equity Shares
13.02.24	Numericals
15.02.24	"
16.02.24	"
17.02.24	"
WEEK 8	
19.02.24	List of Contributors
20.02.24	Numericals
21.02.24	"
22.02.24	"
23.02.24	"
24.02.24	"
WEEK 9	
26.02.24	Introduction of Financial Reporting for Financial Inst.
27.02.24	Objectives of Financial Reporting.
28.02.24	Mutual fund
29.02.24	AMC (Asset Management Company)
01.03.24	Numericals
02.03.24	"
WEEK 10	
04.03.24	Non Banking Finance Company
05.03.24	"
06.03.24	Merchant Bankers
07.03.24	Stock Brokers
09.03.24	Numericals
WEEK 11	
11.03.24	Revision of Liquidation of Company
12.03.24	"
13.03.24	"
14.03.24	Revision of Financial Reporting
15.03.24	"
16.03.24	"
WEEK 12	
18.03.24	Introduction of Banking Company.
19.03.24	Slip System
20.03.24	Advantages and Disadvantages of Slip System
21.03.24	New Revised format of Profit & Loss Account
22.03.24	Numericals

WEEK 13		DESCRIPTION
		----- HOLI BREAK -----
WEEK 14		
01.04.24		Numericals
02.04.24		Non Performing Assets
03.04.24		New Revised Format of Balance Sheet
04.04.24		Numericals
05.04.24		"
06.04.24		"
WEEK 15		
08.04.24		Introduction of Holding Companies
09.04.24		Advantages and Disadvantages of Holding Companies
10.04.24		Consolidated Financial Statement
12.04.24		Consolidated Balance Sheet
13.04.24		Numericals
WEEK 16		
15.04.24		"
16.04.24		"
18.04.24		"
19.04.24		Practicals Problems
20.04.24		"
WEEK 17		
22.04.24		Revision
23.04.24		"
24.04.24		Test
25.04.24		Test
26.04.24		Revision
27.04.24		Revision

TIKA RAM GIRLS COLLEGE SONEPAT

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR Ms. Monika
 CLASS AND SECTION B.Law (P) IV Sem.
 SUBJECT Secretarial Practices

WEEK 1	DESCRIPTION
1.01.24	Introduction of Secretary
2.01.24	"
3.01.24	functions & duties
4.01.24	"
5.01.24	Responsibility & Powers
6.01.24	"
WEEK 2	
8.01.24	"
9.01.24	appointment & Procedure
10.01.24	"
11.01.24	"
12.01.24	Qualifications & disqualification
13.01.24	"
WEEK 3	
15.01.24	"
16.01.24	Position of a Secretary
18.01.24	"
19.01.24	"
20.01.24	Removal of Secretary
WEEK 4	
22.01.24	- do -
23.01.24	- do -
24.01.24	Revision & Queries
25.01.24	"
27.01.24	class Test
WEEK 5	
29.01.24	Promotion of Company & Secretary
30.01.24	"
31.01.24	Duties of Secretary Regarding
01.02.24	formation of M/A and J/A
02.02.24	"
03.02.24	"

WEEK 6

DESCRIPTION

02.24

Alterations

06.02.24

"

07.02.24

Duties of Secretary

08.02.24

Regarding issued of Share Certificate

09.02.24

"

10.02.24

"

WEEK 7

12.02.24

Share Warrant and Share Stock

13.02.24

"

15.02.24

"

16.02.24

Calls in Arrear

17.02.24

"

WEEK 8

19.02.24

forfeiture of Shares

20.02.24

"

21.02.24

"

22.02.24

Reissue of Shares (Duties)

23.02.24

"

24.02.24

"

WEEK 9

26.02.24

Transfer and Transmission of Shares

27.02.24

"

28.02.24

"

29.02.24

"

01.03.24

Revision of Unit-II

02.03.24

Class Test

WEEK 10

04.03.24

Duties of Secretary regarding Meeting

05.03.24

"

06.03.24

"

07.03.24

Requisites of a Valid Meeting

09.03.24

"

WEEK 11

11.03.24

"

12.03.24

Secretarial Duties

13.03.24

"

14.03.24

Regarding meetings of Shareholders

15.03.24

"

16.03.24

"

WEEK 12

18.03.24

Regarding Meetings of Board of Directors

19.03.24

"

20.03.24

"

21.03.24

"

22.03.24

"

DESCRIPTION

----- HOLI BREAK-----

WEEK 14

01.04.24	Company Secretary
02.04.24	"
03.04.24	"
04.04.24	Motion and Resolution
05.04.24	"
06.04.24	"

WEEK 15

08.04.24	Assignments
09.04.24	"
10.04.24	Group Discussions
12.04.24	"
13.04.24	"

WEEK 16

15.04.24	Voting & Proxy
16.04.24	"
18.04.24	"
19.04.24	"
20.04.24	"

WEEK 17

22.04.24	Revision of Unit IV
23.04.24	Group Discussion
24.04.24	Revision of Unit - I & II
25.04.24	Group Discussion
26.04.24	"
27.04.24	Class Test.

TIKA RAM GIRLS COLLEGE SONEPAT

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR SONIA
 CLASS AND SECTION B.Com (Pass) 6th Semester
 SUBJECT Auditing

WEEK 1	DESCRIPTION
1.01.24	Meaning and objective of Auditing
2.01.24	Primary objective of Auditing
3.01.24	Subsidiary objective of Auditing
4.01.24	Other objective of Auditing
5.01.24	Advantage & Disadvantage of Auditing
6.01.24	Revision
WEEK 2	
8.01.24	Types of Auditing
9.01.24	Periodical Auditing
10.01.24	Complete Auditing
11.01.24	Statutory Auditing
12.01.24	Other Auditing
13.01.24	Revision
WEEK 3	
15.01.24	Audit Process
16.01.24	Do
18.01.24	Group Discussion
19.01.24	Online Material
20.01.24	Presentation & Assessment
WEEK 4	
22.01.24	Internal Control
23.01.24	Internal check
24.01.24	Internal audit
25.01.24	Taking Queries
27.01.24	Oral Test
WEEK 5	
29.01.24	Audit Programme
30.01.24	Audit checking
31.01.24	Audit Information & explanation
01.02.24	Discussion
02.02.24	Online Material PPTs
03.02.24	Presentations for Assessment

WEEK 6	DESCRIPTION
05.02.24	Audit Procedure
06.02.24	
07.02.24	
08.02.24	
09.02.24	
10.02.24	Taking Queries Oral Test Written Test
WEEK 7	
12.02.24	Routine checking and vouching Vouchers for Assets Vouchers for liabilities Discussion Online material PPTs
13.02.24	
15.02.24	
16.02.24	
17.02.24	
WEEK 8	
19.02.24	Verification & valuation of Assets & liabilities
20.02.24	
21.02.24	
22.02.24	
23.02.24	
24.02.24	Discussion Assignment work
WEEK 9	
26.02.24	Audit of the Public Company
27.02.24	
28.02.24	
29.02.24	
01.03.24	
02.03.24	Discussion Assignment Test
WEEK 10	
04.03.24	Qualification of Auditor Appointment of Auditors Disqualification of Auditor Discussion Oral Test
05.03.24	
06.03.24	
07.03.24	
09.03.24	
WEEK 11	
11.03.24	Powers of Auditors Rights of Auditors Duties of Auditors and its liabilities Discussion Revision Test
12.03.24	
13.03.24	
14.03.24	
15.03.24	
16.03.24	
WEEK 12	
18.03.24	Revision Assignment work Taking Individual Queries of Students Presentation for Assessment Presentation for Assessment
19.03.24	
20.03.24	
21.03.24	
22.03.24	

WEEK 13	DESCRIPTION
	----- HOLI BREAK -----
WEEK 14	
01.04.24	Audit of Depreciation and Provision Provision
02.04.24	Methods of Depreciation
03.04.24	Reserve and Provision
04.04.24	Divisible Profits and Dividend
05.04.24	online Material PPTs
06.04.24	Taking Queries
WEEK 15	
08.04.24	Audit Report
09.04.24	Types of Audit Reports
10.04.24	Format of Audit Reports
12.04.24	Parties to whom Report Communicate
13.04.24	Revision
WEEK 16	
15.04.24	Investigation - Nature
16.04.24	Investigation objective
18.04.24	Investigation vs Auditing
19.04.24	Important Point of Investigation
20.04.24	Queries
WEEK 17	
22.04.24	Test of Syllabus
23.04.24	Performance Evaluation
24.04.24	Instruction for Improvement
25.04.24	Taking Individual Queries
26.04.24	Taking Individual Queries
27.04.24	Taking Individual Queries

TIKA RAM GIRLS COLLEGE SONEPAT

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR SONIA

CLASS AND SECTION B.Com.(Hons.) & B.Com.(Pass.) 6th Semester

SUBJECT Income Tax

WEEK 1	DESCRIPTION
1.01.24	Rebate & Relief of Tax
2.01.24	Numerical Problems
3.01.24	Numerical Problems
4.01.24	Numerical Problems
5.01.24	Numerical Problem
6.01.24	Revision
WEEK 2	
8.01.24	Computation of Total Income & Tax liability of Individual
9.01.24	Revision Deduction 80C to 80D
10.01.24	Numerical Problems 1 to 5
11.01.24	Numerical Problems 5 to 10
12.01.24	Numerical Problems 10 to 15
13.01.24	Numerical Problems 15 to 20
WEEK 3	
15.01.24	Numerical Problems 20 to 25
16.01.24	Revision
18.01.24	Revision
19.01.24	Test.
20.01.24	Revision
WEEK 4	
22.01.24	Filing and filling of Returns (ITR-I & ITR-II)
23.01.24	Voluntary Return of Income
24.01.24	Do
25.01.24	Mandatory Requirement to file Return
27.01.24	Due Date of filing Return
WEEK 5	
29.01.24	Interest for Default in furnishing Return of Income
30.01.24	Procedure to be followed for interest calculation
31.01.24	Steps for E-filing of Income Tax Return
01.02.24	Types of E-filing
02.02.24	Revision
03.02.24	Revision

WEEK 6	DESCRIPTION
05.02.24	Assignment work & Test & Revision
06.02.24	Do
07.02.24	Do
08.02.24	Do
09.02.24	Do
10.02.24	Do
WEEK 7	
12.02.24	Assessment of Hindu Undivided Family
13.02.24	Numerical Problem 1 to 4
15.02.24	Numerical Problem 4 to 8
16.02.24	Numerical Problem 8 to 12
17.02.24	Numerical Problem
WEEK 8	
19.02.24	Revision
20.02.24	Revision
21.02.24	Revision
22.02.24	Test
23.02.24	Revision
24.02.24	Test
WEEK 9	
26.02.24	Assessment of Partnership Firm
27.02.24	Numerical Problem 1 to 5
28.02.24	Numerical Problem 5 to 10
29.02.24	Numerical Problem 10 to 15
01.03.24	Numerical Problem 15 to 20
02.03.24	Numerical Problem 20 to 27
WEEK 10	
04.03.24	Revision
05.03.24	Revision
06.03.24	Revision
07.03.24	Test
09.03.24	Revision
WEEK 11	
11.03.24	Income Tax Authorities & their Powers
12.03.24	Appointment & Control
13.03.24	Powers of Central Board of Direct Taxes
14.03.24	Tax & Payer charted
15.03.24	Powers of Director General & Commissioner
16.03.24	Powers of Joint Commissioner or D.I. Director
WEEK 12	
18.03.24	Procedure for Assessment - Tax Deducted at source
19.03.24	Do
20.03.24	Do
21.03.24	Do
22.03.24	Do

WEEK 13	
	DESCRIPTION
	----- HOLI BREAK-----
WEEK 14	
01.04.24	Advance Payment of Tax
02.04.24	Recovery of Tax
03.04.24	Refund of Tax
04.04.24	Revision
05.04.24	Revision
06.04.24	Revision
WEEK 15	
08.04.24	Appeals & Revision
09.04.24	Do
10.04.24	Do
12.04.24	Do
13.04.24	Do
WEEK 16	
15.04.24	Penalties, offences & Prosecution
16.04.24	Do
18.04.24	Do
19.04.24	Do
20.04.24	Do
WEEK 17	
22.04.24	Test of Syllabus, Performance Evaluation
23.04.24	Instruction for Improvement
24.04.24	"
25.04.24	"
26.04.24	"
27.04.24	"

TIKA RAM GIRLS COLLEGE SONEPAT

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR Asha (Commerce Deptt.)
 CLASS AND SECTION B-Com(Pass) 6th Sem
 SUBJECT Cost Accounting

WEEK 1	DESCRIPTION
1.01.24	meaning, characteristic, principles, process of Process Costing
2.01.24	Practical questions 1-5
3.01.24	Normal Wastage & practical question 6-10
4.01.24	Practical questions 11-15 & abnormal Wastage
5.01.24	Practical questions 16-21
6.01.24	Process Costing in oil Industry & Joint Products & By-product
WEEK 2	
8.01.24	Practical questions 22-28
9.01.24	Cost determination of by-product & practical questions 29-33
10.01.24	Query on the process costing
11.01.24	meaning, advantages, limitations & practical questions 1-7
12.01.24	do -
13.01.24	Query on Practical question of Process equivalent production
WEEK 3	
15.01.24	Meaning, features, contract ledger, & specimen of contract AC
16.01.24	Practical questions 1-8
18.01.24	Practical questions 9-14
19.01.24	Practical questions 15-24
20.01.24	Practical questions 25-30
WEEK 4	
22.01.24	Practical questions 31-35
23.01.24	Practical question 36-41 & Cost plus Contract
24.01.24	Query of Contract Costing
25.01.24	Revision of Contract Costing
27.01.24	Revision of process costing & Contract Costing
WEEK 5	
29.01.24	Meaning of budget, budgetary control, objectives of budgeting & B.F.
30.01.24	Importance, limitations, & types of budget
31.01.24	Practical - do -
01.02.24	Practical question 1-8
02.02.24	Practical question 9-13
03.02.24	Practical question 14-20

WEEK 6	DESCRIPTION
05.02.24	Practical questions 21-27
06.02.24	Query on budgetary control
07.02.24	Revision of budgetary control
08.02.24	Zero based budgeting
09.02.24	Revision of zero based budgeting
10.02.24	Performance budgeting
WEEK 7	
12.02.24	Revision of Performance budgeting
13.02.24	Responsibility accounting
15.02.24	Revision of Responsibility accounting
16.02.24	Standard costing
17.02.24	— do —
WEEK 8	
19.02.24	Meaning, classification, Importance, Causes of Variances
20.02.24	Practical question from 1-7
21.02.24	Practical questions from 8-12
22.02.24	Practical questions from 13-20
23.02.24	Practical questions from 21-30
24.02.24	Practical questions from 31-37
WEEK 9	
26.02.24	Query on practical questions of Variance analysis
27.02.24	Revision of variance analysis
28.02.24	Meaning, advantages, limitation & practical question from 1-6
29.02.24	Meaning, characteristics & assumptions of marginal costing
01.03.24	Advantages, disadvantages of marginal costing
02.03.24	Practical question from 7-13
WEEK 10	
04.03.24	Query of practical questions of marginal costing
05.03.24	Revision of marginal costing
06.03.24	Make or buy decision of marginal costing
07.03.24	Practical questions from 1-8
09.03.24	change in product mix & practical question from 9-12
WEEK 11	
11.03.24	Practical questions from 13-16
12.03.24	Pricing decision & practical questions from 17-20
13.03.24	Depression price & practical questions from 21-28
14.03.24	Price changes & explaining a new market p. question from 29-31
15.03.24	Shut down decisions & practical questions from 32-39
16.03.24	Query on practical question of marginal costing
WEEK 12	
18.03.24	— do —
19.03.24	Revision of marginal costing
20.03.24	Revision of process costing
21.03.24	— do —
22.03.24	— do —

WEEK 13	DESCRIPTION
	----- HOLI BREAK -----
WEEK 14	
01.04.24	Revision of Contract Costing
02.04.24	do -
03.04.24	Revision of budgeting & budgetary control
04.04.24	do -
05.04.24	Meaning, objective, limitation of cost volume analysis
06.04.24	Meaning of breakeven point, its assumption & limitations
WEEK 15	
08.04.24	Practical questions from 1-10
09.04.24	Practical questions from 11-20
10.04.24	Practical questions from 21-27
12.04.24	Practical questions from 28-40
13.04.24	Query on the practical questions from 1-40
WEEK 16	
15.04.24	Practical questions from 41-50
16.04.24	Practical questions from 51-60
18.04.24	Practical questions from 61-67
19.04.24	Query on the practical questions from 41-66
20.04.24	Revision of cost volume profit analysis
WEEK 17	
22.04.24	Assignment on what is breakeven point & how it is prepared
23.04.24	Text on Marginal Costing chapter
24.04.24	Revision of I st Unit
25.04.24	Revision of II nd Unit
26.04.24	Revision of III rd Unit
27.04.24	Revision of IV th Unit

TIKA RAM GIRLS COLLEGE SONEPAT

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR M.S. Suman
 CLASS AND SECTION B.com (F) Pass
 SUBJECT Financial Management

WEEK 1	DESCRIPTION
1.01.24	Nature and Scope of Financial Management
2.01.24	Evolution of Business Finance
3.01.24	Nature and characteristics of Financial Management
4.01.24	Function of Financial Management
5.01.24	Objective or Goals of Financial Management
6.01.24	Organization of Finance Function
WEEK 2	
8.01.24	Importance of Financial Management
9.01.24	Financial Management and Financial Accounting
10.01.24	Management of working capital :- Introduction.
11.01.24	Types of working capital
12.01.24	Factor affecting working capital
13.01.24	Advantages & Disadvantages of W.C Exclusive
WEEK 3	
15.01.24	Management of working capital.
16.01.24	Analysis of working capital
18.01.24	working capital Forecasting Techniques.
19.01.24	Problem solving day.
20.01.24	Management of Cash and Marketable Securities
WEEK 4	
22.01.24	objective of cash Management
23.01.24	objective on Importance of cash Budget
24.01.24	Method of cash Management / Miller-Orin Model.
25.01.24	Managing the cash Flows
27.01.24	Marketable Securities, Types of Marketable Securities.
WEEK 5	
29.01.24	Management of Receivables, Meaning and Purposes
30.01.24	cost Associated with Receivable and Benefits of Receivable
31.01.24	Scope of Receivables Management
01.02.24	class Test
02.02.24	Cost of capital - Meaning, Importance of Cost of cap.
03.02.24	Computation of cost of capital.

WEEK 6	DESCRIPTION
05.02.24	Cost of Debt Capital.
06.02.24	Cost of Preference Capital
07.02.24	Cost of Equity Share Capital
08.02.24	Cost of Retained Earning
09.02.24	Computation of Weighted Average Cost of Capital.
10.02.24	Problem Solving day.
WEEK 7	
12.02.24	Capitalisation! - Broad & Narrow Interpretation
13.02.24	Modern Concept of Capitalisation
15.02.24	Theories on principles of capitalisation
16.02.24	Over Capitalisation - Causes, Consequences
17.02.24	Remedies for Over Capitalisation
WEEK 8	
19.02.24	Under-Capitalisation - Causes, Effect, Remedies.
20.02.24	Comparison of Over Cap. and Under Capitalisation
21.02.24	Watered Capital. Causes of watered capital.
22.02.24	Difference between Watered Capital & Over Capitalisation
23.02.24	Leverages! - Meaning, Types of Leverage
24.02.24	Operating Leverage. Computation of O.L.
WEEK 9	
26.02.24	Significance of operating Leverage
27.02.24	Financial Leverage - Significance of F.L.
28.02.24	Limitation of Financial Leverage.
29.02.24	Combined Leverage - Significance of Combined
01.03.24	EPS - EBIT Analysis
02.03.24	Financial Breaks - Even Level.
WEEK 10	
04.03.24	class Test
05.03.24	Capital Structure - Importance - Features, Factors
06.03.24	"
07.03.24	"
09.03.24	"
WEEK 11	
11.03.24	Theories of Capital Structure - Introduction
12.03.24	Net Income - Approach
13.03.24	"
14.03.24	Net operating Income Approach
15.03.24	"
16.03.24	Traditional Approach
WEEK 12	
18.03.24	"
19.03.24	Modigliani and Miller Approach.
20.03.24	"
21.03.24	"
22.03.24	class Test

WEEK 13		DESCRIPTION
		----- HOLI BREAK-----
WEEK 14		
01.04.24		Dividend Policy - Introduction
02.04.24		"
03.04.24		Kinds of Dividends
04.04.24		"
05.04.24		Types of Dividend Policy
06.04.24		Stable Dividend Policy
WEEK 15		
08.04.24		Significance of Stability of Dividends
09.04.24		Factor Determining " Dividend Policy
10.04.24		"
12.04.24		Dividend Policy Theories
13.04.24		"
WEEK 16		
15.04.24		Walter's Model - Assumption - Limitations.
16.04.24		"
18.04.24		Gordon's Model
19.04.24		"
20.04.24		"
WEEK 17		
22.04.24		Revision of I st unit
23.04.24		Revision of II nd unit
24.04.24		"
25.04.24		Revision of III rd unit
26.04.24		Revision of IV unit
27.04.24		"

TIKA RAM GIRLS COLLEGE SONEPAT

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR Dr. Nisha Dahiya.....
 CLASS AND SECTION B. Com Pass 6th Sem.....
 SUBJECT International Marketing.....

WEEK 1	DESCRIPTION
1.01.24	International Marketing
2.01.24	"
3.01.24	Importance & challenges
4.01.24	"
5.01.24	International Marketing Mix
6.01.24	"
WEEK 2	
8.01.24	Difference between Domestic & International Mkt
9.01.24	Major Decision in International Marketing
10.01.24	"
11.01.24	Approaches & Scope of International Mkt
12.01.24	"
13.01.24	"
WEEK 3	
15.01.24	International Marketing Environment
16.01.24	"
18.01.24	Components of Int. Marketing Environment
19.01.24	"
20.01.24	"
WEEK 4	
22.01.24	Foreign Market Selection
23.01.24	"
24.01.24	Strategies
25.01.24	"
27.01.24	Country Evaluation & Selection
WEEK 5	
29.01.24	Entry Modes
30.01.24	"
31.01.24	Revision
01.02.24	"
02.02.24	Product Planning
03.02.24	"

	DESCRIPTION
WEEK 6	
05.02.24	Classification of Product
06.02.24	Product Planning & Development
07.02.24	"
08.02.24	New Product Development in Int. Mkt.
09.02.24	International Product Strategies
10.02.24	"
WEEK 7	
12.02.24	Test Marketing
13.02.24	"
15.02.24	International Product Life Cycle
16.02.24	"
17.02.24	"
WEEK 8	
19.02.24	Marketing Research & Informatn
20.02.24	"
21.02.24	"
22.02.24	Branding
23.02.24	Different Strategies
24.02.24	"
WEEK 9	
26.02.24	Packaging
27.02.24	"
28.02.24	"
29.02.24	"
01.03.24	Labelling
02.03.24	Trade Mark
WEEK 10	
04.03.24	International Pricing
05.03.24	Factors Affecting Pricing Decision
06.03.24	"
07.03.24	Procedure & Strategies
09.03.24	"
WEEK 11	
11.03.24	Transfer Pricing
12.03.24	International Price Quotation
13.03.24	"
14.03.24	Methods of Payment
15.03.24	"
16.03.24	"
WEEK 12	
18.03.24	Distribution Channels
19.03.24	"
20.03.24	Components of Physical Distribution
21.03.24	"
22.03.24	"

WEEK 13	DESCRIPTION
	----- HOLI BREAK-----
WEEK 14	
01.04.24	International Logistic Management
02.04.24	
03.04.24	Distribution Channels in International Marketing
04.04.24	"
05.04.24	Channel Conflict
06.04.24	Managing Channel Conflict
WEEK 15	
08.04.24	"
09.04.24	Foreign Sales Agents
10.04.24	"
12.04.24	Export Procedure & Documentation
13.04.24	"
WEEK 16	
15.04.24	International Product Promotion
16.04.24	Components
18.04.24	"
19.04.24	"
20.04.24	International Advertising & Media Strategy
WEEK 17	
22.04.24	"
23.04.24	"
24.04.24	Web Marketing
25.04.24	"
26.04.24	Revisions
27.04.24	"

TIKA RAM GIRLS COLLEGE SONEPAT

Lesson Plan Format

NAME OF ASSISTANT/ASSOCIATE PROFESSOR MS. Seema (unit I & Unit-II)
 MS. Suman (Unit III & Unit IV)
 CLASS AND SECTION B. Com (Pass) Final year
 SUBJECT Goods & Service Tax.

WEEK 1	DESCRIPTION
1.01.24	Tax structure in India - Introduction, meaning, feature
2.01.24	Objectives, Types of Taxation
3.01.24	Continue Tax structure
4.01.24	"
5.01.24	"
6.01.24	Overview of GST
WEEK 2	
8.01.24	Administration of GST
9.01.24	"
10.01.24	"
11.01.24	"
12.01.24	"
13.01.24	"
WEEK 3	
15.01.24	Taxable event and Scope of supply under GST
16.01.24	"
18.01.24	"
19.01.24	"
20.01.24	"
WEEK 4	
22.01.24	Levy and Collection of Tax
23.01.24	"
24.01.24	"
25.01.24	"
27.01.24	"
WEEK 5	
29.01.24	Small taxable Persons :- exemptions and Composition Scheme
30.01.24	"
31.01.24	"
01.02.24	Time supply of Money
02.02.24	"
03.02.24	"

WEEK 6	DESCRIPTION
05.02.24	Integrated Goods and Services Tax Act, 2017
06.02.24	"
07.02.24	"
08.02.24	"
09.02.24	Nature of Supplies: Interstate and Intra-state
10.02.24	"
WEEK 7	
12.02.24	Place of Supply
13.02.24	"
15.02.24	"
16.02.24	Value of Taxable supply
17.02.24	"
WEEK 8	
19.02.24	Continue Value of Taxable supply
20.02.24	Input Tax credit
21.02.24	"
22.02.24	"
23.02.24	"
24.02.24	"
WEEK 9	
26.02.24	Registration
27.02.24	"
28.02.24	"
29.02.24	"
01.03.24	Tax Invoice, credit and Debit Notes
02.03.24	"
WEEK 10	
04.03.24	Returns, Assessment and Audit
05.03.24	"
06.03.24	"
07.03.24	Payment of Tax
09.03.24	"
WEEK 11	
11.03.24	Basics of Custom duty
12.03.24	"
13.03.24	"
14.03.24	Types of Custom Duties
15.03.24	"
16.03.24	"
WEEK 12	
18.03.24	Levy and Assessment of Custom Duty
19.03.24	"
20.03.24	"
21.03.24	"
22.03.24	"

WEEK 13	DESCRIPTION
	----- HOLI BREAK-----
WEEK 14	
01.04.24	Procedure of Importation
02.04.24	"
03.04.24	"
04.04.24	"
05.04.24	"
06.04.24	"
WEEK 15	
08.04.24	Procedure of Exportation
09.04.24	"
10.04.24	"
12.04.24	"
13.04.24	"
WEEK 16	
15.04.24	Export Promotion Schemes
16.04.24	"
18.04.24	"
19.04.24	"
20.04.24	"
WEEK 17	
22.04.24	Revision of Syllabus
23.04.24	"
24.04.24	"
25.04.24	"
26.04.24	"
27.04.24	"