**PG.GOVT COLLEGE FOR GIRLS, SECTOR-42, CHANDIGARH**

**Teaching Plan Session Even Semester**

**(2017-18)**

**Class: B.Com 6th Sem Name of the Teacher: Monika Sehgal**

**Subject: Training and Development Period : 2nd**

**Paper : Room No : 306**

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| **S. No** | **Date From** | **Date Upto** | | **Topics to be covered** |
| Week 1 | Jan 08, 2018 | Jan 13, 2018 | | Introduction |
| Week 2 | Jan 15, 2018 | Jan 20, 2018 | | Need, importance and objectives of training; Relationship of training with learning, education, development. |
| Week 3 | Jan 22, 2018 | Jan 27, 2018 | | Approaches to training, benefits of training; Role and qualities of successful trainer. |
| Week 4 | Jan 29, 2018 | Feb 3, 2018 | | Training process and factors affecting successful training process. |
| Week 5 | Feb 5, 2018 | Feb 10, 2018 | | Training need assessment- steps, outcomes and framework. |
| Week 6 | Feb 12, 2018 | Feb 17, 2018 | | On the job training- JIT, apprenticeship, coaching, mentoring, job rotation, job enlargement, job enrichment and syndicate. |
| Week 7 | Feb 19, 2018 | Feb 24, 2018 | | Off the job training- lecture, roleplay, case study, vestibule training, simulation techniques, in basket, T-group, business game.  Choosing the right training technique |
| Week 8 | Feb 26, 2018 | Mar 03 , 2018 | | Training design, kinds of training and development programmes- competence based and role based. |
| **2nd week March (Mid Semester Exam)** | | | | |
| Week 9 | March 12, 2018 | | March 17, 2018 | Organisation of training and development |
| Week 10 | March 19 , 2018 | | March 24, 2018 | Orientation and socialisation |
| Week 11 | March 26, 2018 | | March 31, 2018 | Evaluation of training and development- reasons, problems and methods |
| Week 12 | April 02, 2018 | | April 07, 2018 | Do |
| Week 13 | April 09, 2018 | | April 14 , 2018 | Steps and models of trainnning evaluation |
| Week 14 | April 16, 2018 | | April 21, 2018 | Do |
| Week 15 | April 23, 2018 | | April 28, 2018 | Revision |
| Week 16 | April 30, 2018 | | May 05, 2018 | Revision |

**PG.GOVT COLLEGE FOR GIRLS, SECTOR-42, CHANDIGARH**

**Teaching Plan Session Even Semester**

**(2017-18)**

**Class: M.Com 4th Sem Name of the Teacher: Monika Sehgal**

**Subject: Service Marketing Period : 5th**

**Paper : Room No : 206**

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| **S. No** | **Date From** | **Date Upto** | | **Topics to be covered** |
| Week 1 | Jan 08, 2018 | Jan 13, 2018 | | Concept of services, reasons for growth of service sector, unique features of services, intangibility spectrum, the molecular model. |
| Week 2 | Jan 15, 2018 | Jan 20, 2018 | | Consumer behaviour in services, consumer purchase decision process, service expectation. |
| Week 3 | Jan 22, 2018 | Jan 27, 2018 | | Customer relationship marketing in services. |
| Week 4 | Jan 29, 2018 | Feb 3, 2018 | | Positioning of services, market segmentation |
| Week 5 | Feb 5, 2018 | Feb 10, 2018 | | Classification of services, advertising for services. |
| Week 6 | Feb 12, 2018 | Feb 17, 2018 | | Service design and development, branding and pricing of services. |
| Week 7 | Feb 19, 2018 | Feb 24, 2018 | | Role of intermediaries in service delivery, designing and managing service processes |
| Week 8 | Feb 26, 2018 | Mar 03 , 2018 | | Managing demand and supply and managing waiting lines. |
| **2nd week March (Mid Semester Exam)** | | | | |
| Week 9 | March 12, 2018 | | March 17, 2018 | Extended service marketing mix |
| Week 10 | March 19 , 2018 | | March 24, 2018 | Service marketing environment, role of employees in service marketing. |
| Week 11 | March 26, 2018 | | March 31, 2018 | Customer involvement in service delivery, feedback and loyalty. |
| Week 12 | April 02, 2018 | | April 07, 2018 | Service marketing triangle. |
| Week 13 | April 09, 2018 | | April 14 , 2018 | Service quality dimensions. |
| Week 14 | April 16, 2018 | | April 21, 2018 | Do |
| Week 15 | April 23, 2018 | | April 28, 2018 | Revision |
| Week 16 | April 30, 2018 | | May 05, 2018 | Revision |

**PG.GOVT COLLEGE FOR GIRLS, SECTOR-42, CHANDIGARH**

**Teaching Plan Session Even Semester**

**(2017-18)**

**Class: B.Com 4th Sem Name of the Teacher: Monika Sehgal**

**Subject: Cost Management Period : 6th**

**Paper : Room No : 203**

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| **S. No** | **Date From** | **Date Upto** | | **Topics to be covered** |
| Week 1 | Jan 08, 2018 | Jan 13, 2018 | | Introduction |
| Week 2 | Jan 15, 2018 | Jan 20, 2018 | | Job, batch and contract costing |
| Week 3 | Jan 22, 2018 | Jan 27, 2018 | | Do |
| Week 4 | Jan 29, 2018 | Feb 3, 2018 | | Strategic cost management |
| Week 5 | Feb 5, 2018 | Feb 10, 2018 | | Process costing |
| Week 6 | Feb 12, 2018 | Feb 17, 2018 | | Do |
| Week 7 | Feb 19, 2018 | Feb 24, 2018 | | Cost control- techniques  Budgets |
| Week 8 | Feb 26, 2018 | Mar 03 , 2018 | | Budgetary control |
| **2nd week March (Mid Semester Exam)** | | | | |
| Week 9 | March 12, 2018 | | March 17, 2018 | Activity based costing, target costing, life cycle costing, value chain costing |
| Week 10 | March 19 , 2018 | | March 24, 2018 | Standard costing and variance analysis |
| Week 11 | March 26, 2018 | | March 31, 2018 | Do |
| Week 12 | April 02, 2018 | | April 07, 2018 | Marginal costing and CVP Analysis |
| Week 13 | April 09, 2018 | | April 14 , 2018 | Applications of marginal costing |
| Week 14 | April 16, 2018 | | April 21, 2018 | Uniform costing and inter firm comparison |
| Week 15 | April 23, 2018 | | April 28, 2018 | Do |
| Week 16 | April 30, 2018 | | May 05, 2018 | Revision |