**Shivani**

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

**Teaching Plan Session Odd Semester**

**(2018-19)**

**Class:** B.Com III (A)  **Teacher’s Name:** Dr. Amandeep Kaur & Ms. Shivani Dwivedi

**Period:** 3rd **Subject:** Income Tax Laws

**Paper:** BCM 501  **Room No:** 304

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No.** | **Date From** | **Date Upto** | **Topics to be covered** |
|  | **(For ongoing classes)** | |  |
| Week 1 | July 24, 2018 | July 28, 2018 | **-** |
| Week 2 | July 30, 2018 | August 4, 2018 | * Introduction & Definitions * Residence & Tax Liability (Basis of Charge). |
| Week 3 | August 6, 2018 | August 11, 2018 | * Residence & Tax Liability (Basis of Charge). * Profits and Gains of Business and Profession including Depreciation. |
| Week 4 | August 13, 2018 | August 18, 2018 | * Agricultural Income & its assessment. * Profits and Gains of Business and Profession including Depreciation. |
| Week 5 | August 20, 2018 | August 25, 2018 | * Agricultural Income & its assessment. * Capital & Revenue. * Profits and Gains of Business and Profession including Depreciation. |
| Week 6 | August 27, 2018 | September 1, 2018 | Income from Salaries |
| Week 7 | September 3, 2018 | September 8, 2018 | Continue with Income from Salaries. |
| Week 8 | September 10, 2018 | September 15, 2018 | Continue with Income from Salaries. |
| Week 9 | September 17, 2018 | September 22, 2018 | Continue with Income from Salaries. |
| Week 10 | September 24, 2018 | September 29, 2018 | Continue with Income from Salaries. |
| Week 11 | October 1, 2018 | October 8, 2018 | Income from House Property. |
| **MID SEMESTER EXAMINATION (October 11, 2018 to October 17, 2018)** | | | |
| Week 12 | October 20, 2018 | October 27, 2018 | Capital gains |
| Week 13 | October 29, 2018 | November 3, 2018 | Income from Other Sources. |
| Week 14 | November 5, 2018 | November 10, 2018 | Exempted Incomes. |
| Week 15 | November 12, 2018 | November 17, 2018 | Revision |
| Week 16 | November 19, 2018 | November 22, 2018 | Revision |
| Week 17 | November 26, 2018 | December 1, 2018 | Revision |

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

**Teaching Plan Session Odd Semester**

**(2018-19)**

**Class:** B.Com II(A)  **Teacher’s Name:** Ms. Shivani Dwivedi

**Period:** 2nd**Subject:** Company Law

**Paper:** BCM 303  **Room No:** 303

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| --- | --- | --- | --- |
| **Sr. No.** | **Date From** | **Date Upto** | **Topics to be covered** |
|  | **(For ongoing classes)** | |  |
| Week 1 | July 24, 2018 | July 28, 2018 |  |
| Week 2 | July 30, 2018 | August 4, 2018 | Characteristics of a Company & Concept of Lifting of Corporate Veil |
| Week 3 | August 6, 2018 | August 11, 2018 | Emerging Types of Companies, Formation of Company –Promotion & Registration |
| Week 4 | August 13, 2018 | August 18, 2018 | Pre-incorporation Contract and Provisional Contracts & Memorandum of Association |
| Week 5 | August 20, 2018 | August 25, 2018 | Articles of Association, Doctrine of Constructive Notice, Doctrine of Ultra-Vires |
| Week 6 | August 27, 2018 | September 1, 2018 | Doctrine of Indoor Management & Prospectus |
| Week 7 | September 3, 2018 | September 8, 2018 | Statement in Lieu of Prospectus & Red-Herring Prospectus, Book Building Process & Information Memorandum |
| Week 8 | September 10, 2018 | September 15, 2018 | Members and Shareholders – Their Rights and Duties, Management – Directors & Classification of Directors |
| Week 9 | September 17, 2018 | September 22, 2018 | Company Management-Disqualification, Appointment & Legal Position |
| Week 10 | September 24, 2018 | September 29, 2018 | Powers and Duties & Disclosures of Interest |
| Week 11 | October 1, 2018 | October 8, 2018 | Removal of Directors & Board Meetings |
| **MID SEMESTER EXAMINATION (October 11, 2018 to October 17, 2018)** | | | |
| Week 12 | October 20, 2018 | October 27, 2018 | Share Capital – Kinds of Shares Dematerialization of Shares & ASBA System |
| Week 13 | October 29, 2018 | November 3, 2018 | Transfer & Transmission of Shares |
| Week 14 | November 5, 2018 | November 10, 2018 | Buyback of Shares |
| Week 15 | November 12, 2018 | November 17, 2018 | Other Managerial Personnel and Remuneration |
| Week 16 | November 19, 2018 | November 22, 2018 | Digital Signatures of Directors |
| Week 17 | November 26, 2018 | December 1, 2018 | Winding Up-Concept and Modes |

**Tanya**

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

**Teaching Plan Session Odd Semester**

**(2018-19)**

**Class:B.COM 2B Name of the Teacher: Tanya Sondhi**

**Subject: Issues in Indian commerce Period: 2nd**

**Paper : Issues in Indian commerce Room No : 203**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S. No** | **Date From** | | **Date Upto** | **Topics to be covered** |
| Week 1 | **(For ongoing classes)** | | |  |
| July 24, 2018 | | July 28, 2018 |
| Week 2 | July 30, 2018 | August 4, 2018 | | FDI: concept, Historical perspective, Incentive to attract foreign capital. |
| Week 3 | August 6, 2018 | August 11, 2018 | | Implication for Indian industry , Role of FIPB- Automatic route |
| Week 4 | August 13, 2018 | August 18, 2018 | | Sectoral limits of FDI, Difference between FDI and FPI. |
| Week 5 | August 20, 2018 | August 25, 2018 | | Make in India – Objectives, sectors in focus ,Issues and challenges ahead |
| Week 6 | August 27, 2018 | September 1, 2018 | | Technology in commerce: Features, Impact, management and status of technology and impact of technology on commerce in India. |
| Week 7 | September 3, 2018 | September 8, 2018 | | Stock exchange in India: Organization, Nature functions, benefits, growth. |
| Week 8 | September 10, 2018 | September 15, 2018 | | Trading in stock market \_ electronic fund trading, listing and role of SEBI, commodity exchanges in India. |
| Week 9 | September 17, 2018 | September 22, 2018 | | Corporate Debt restructuring : Concept, importance, methods, corporate scams and regulatory authorities –Serious investigation fraud |
| Week 10 | September 24, 2018 | September 29, 2018 | | Investors: protection in India –Importance, need and initiative by the central government. |
| Week 11 | October 1, 2018 | October 8, 2018 | | Recent trends in Credit rating services in India – Role of ICRA and CRISIL |
| **MID SEMESTER EXAMINATION (October 11, 2018 to October 17, 2018)** | | | | |
| Week 12 | October 20, 2018 | October 27, 2018 | | International Finance: Introduction, need , importance, Sources of External commercial borrowings . |
| Week 13 | October 29, 2018 | November 3, 2018 | | American depository receipts, global depository receipts. Infrastructure: Growth of Infrastructure – Energy, transport and communication |
| Week 14 | November 5, 2018 | November 10, 2018 | | Public Private partnership in infrastructure development in India, bottlenecks ,models- BOLT, BOT,SEZ |
| Week 15 | November 12, 2018 | November 17, 2018 | | Revision |
| Week 16 | November 19, 2018 | November 22, 2018 | | Revision |
| Week 17 | November 26, 2018 | December 1, 2018 | | Revision |

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

**Teaching Plan Session Odd Semester**

**(2018-19)**

**Class: B.COM 3 B Name of the Teacher: Tanya Sondhi**

**Subject: POM Period : 1st**

**Paper : POM Room No : 306**

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| --- | --- | --- | --- | --- |
| **S. No** | **Date From** | | **Date Upto** | **Topics to be covered** |
| Week 1 | **(For ongoing classes)** | | |  |
| July 24, 2018 | | July 28, 2018 |
| Week 2 | July 30, 2018 | August 4, 2018 | | Introduction of POM, meaning, objective and scope. |
| Week 3 | August 6, 2018 | August 11, 2018 | | Strategic planning. |
| Week 4 | August 13, 2018 | August 18, 2018 | | Demand forecasting. |
| Week 5 | August 20, 2018 | August 25, 2018 | | Production process and analysis. |
| Week 6 | August 27, 2018 | September 1, 2018 | | Facility location |
| Week 7 | September 3, 2018 | September 8, 2018 | | Sequencing. |
| Week 8 | September 10, 2018 | September 15, 2018 | | Network analysis – PERT/CPM |
| Week 9 | September 17, 2018 | September 22, 2018 | | Work measurement and work study – Methods, analysis and various charts, Time study and principles of motion of economy. |
| Week 10 | September 24, 2018 | September 29, 2018 | | Purchase management. Inventory management: EOQ, Quantity discount, Reorder level, lead time, safety stock ,JIT. |
| Week 11 | October 1, 2018 | October 8, 2018 | | Revision |
| **MID SEMESTER EXAMINATION (October 11, 2018 to October 17, 2018** | | | | |
| Week 12 | October 20, 2018 | October 27, 2018 | | Capacity planning, New product / Service design and development. |
| Week 13 | October 29, 2018 | November 3, 2018 | | Facility layout, production planning and control techniques |
| Week 14 | November 5, 2018 | November 10, 2018 | | Supply chain management: Concept & Components of supply chain , Activities in supply chain management |
| Week 15 | November 12, 2018 | November 17, 2018 | | Logistic management |
| Week 16 | November 19, 2018 | November 22, 2018 | | Revision |
| Week 17 | November 26, 2018 | December 1, 2018 | | Revision |

**Manveen**

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

**Teaching Plan Session Odd Semester**

**(2018-19)**

**Class:** B.com 1st -B  **Name of the Teacher:** Manveen Kaur

**Subject:** PPM  **Period:** 6th

**Paper:** PPM **Room No** : 302

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No** | **Date From** | **Date Upto** | **Topics to be covered** |
|  | **(For ongoing classes)** | |  |
| Week 1 | July 24, 2018 | July 28, 2018 |  |
| Week 2 | July 30, 2018 | August 4, 2018 | Nature and Significance of Mgt. |
| Week 3 | August 6, 2018 | August 11, 2018 | Process of Mgt. |
| Week 4 | August 13, 2018 | August 18, 2018 | Development and Mgt. Thoughts |
| Week 5 | August 20, 2018 | August 25, 2018 | Contemporary Approaches to Mgt., and Planning |
| Week 6 | August 27, 2018 | September 1, 2018 | Decision making and MBO |
| Week 7 | September 3, 2018 | September 8, 2018 | Direction and supervision |
| Week 8 | September 10, 2018 | September 15, 2018 | Motivation |
| Week 9 | September 17, 2018 | September 22, 2018 | Leadership |
| Week 10 | September 24, 2018 | September 29, 2018 | Communication |
| Week 11 | October 1, 2018 | October 8, 2018 | Coordination |
| **MID SEMESTER EXAMINATION (October 11, 2018 to October 17, 2018)** | | | |
| Week 12 | October 20, 2018 | October 27, 2018 | Organizing |
| Week 13 | October 29, 2018 | November 3, 2018 | Delegation and Decentralization |
| Week 14 | November 5, 2018 | November 10, 2018 | Departmentation |
| Week 15 | November 12, 2018 | November 17, 2018 | Controlling |
| Week 16 | November 19, 2018 | November 22, 2018 | Revision |
| Week 17 | November 26, 2018 | December 1, 2018 | Revision |

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

**Teaching Plan Session Odd Semester**

**(2018-19)**

**Class:** B.com 3rd -B  **Name of the Teacher:** Manveen Kaur

**Subject:** Entrepreneurship and small business **Period:** 7th

**Paper:** Entrepreneurship and small business **Room No** : 306

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No** | **Date From** | **Date Upto** | **Topics to be covered** |
|  | **(For ongoing classes)** | |  |
| Week 1 | July 24, 2018 | July 28, 2018 |  |
| Week 2 | July 30, 2018 | August 4, 2018 | Entrepreneurship - Introduction |
| Week 3 | August 6, 2018 | August 11, 2018 | Concept and Theories |
| Week 4 | August 13, 2018 | August 18, 2018 | Entrepreneur: Meaning and Characteristics |
| Week 5 | August 20, 2018 | August 25, 2018 | Leadership, Risk Taking |
| Week 6 | August 27, 2018 | September 1, 2018 | Motivation, Innovation |
| Week 7 | September 3, 2018 | September 8, 2018 | Women Entrepreneurship, EDP and Role of Govt. in Organising EDP |
| Week 8 | September 10, 2018 | September 15, 2018 | SSB – Seed Bed of Entrepreneurship, Role of small business in National Economy |
| Week 9 | September 17, 2018 | September 22, 2018 | Setting up a small scale enterprises, SSI Exemptions and Tax consideration |
| Week 10 | September 24, 2018 | September 29, 2018 | Decision Making |
| Week 11 | October 1, 2018 | October 8, 2018 | Socio- Economic Environment |
| **MID SEMESTER EXAMINATION (October 11, 2018 to October 17, 2018)** | | | |
| Week 12 | October 20, 2018 | October 27, 2018 | Business Planning |
| Week 13 | October 29, 2018 | November 3, 2018 | Business Venture |
| Week 14 | November 5, 2018 | November 10, 2018 | Product planning and Mgt |
| Week 15 | November 12, 2018 | November 17, 2018 | Marketing Mgt. |
| Week 16 | November 19, 2018 | November 22, 2018 | Growth and Diversification strategies |
| Week 17 | November 26, 2018 | December 1, 2018 | Entrepreneurial Development Programmes |

**Aishwarya**

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

**Teaching Plan Session Odd Semester**

**(2018-19)**

**Class: B.Com-2(A&B) Name of the Teacher: Aishwarya Goyal**

**Subject: Banking and Insurance Period: 4th and 7th**

**Paper: BCM-305 Room No: 203 and 303**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S. No** | **Date From** | **Date Up to** | | **Topics to be covered** |
| Week 1 | July 24, 2018 | July 28, 2018 | | Indian Banking System: Introduction, Concept, Types of Banks And Structure of Banking System |
| Week 2 | July 30 2018 | August 4, 2018 | | Functions of Commercial Banks |
| Week 3 | August 6, 2018 | August 11, 2018 | | Functions of RBI |
| Week 4 | August 13, 2018 | August 18, 2018 | | Monetary Policies and Techniques of Credit Control |
| Week 5 | August 20, 2018 | August 25, 2018 | | Reforms in Indian Banking: Recommendations of Narsimham Committee, Verma Panel Report, Basil II Norms |
| Week 6 | August 27, 2018 | September 1, 2018 | | Capital Adequacy Ratios and Revised NPA Norms |
| Week 7 | September 3, 2018 | September 8, 2018 | | Insurance: Concept, Nature of Insurance, Functions of Insurance |
| Week 8 | September 10, 2018 | September 15, 2018 | | Types of Insurance: Life and Non Life Insurance |
| Week 9 | September 17, 2018 | September 22, 2018 | | Importance of Insurance, Principles of Insurance |
| Week 10 | September 24, 2018 | September 29, 2018 | | Contract: Features of Life and Non Life Insurance Contract |
| Week 11 | October 1, 2018 | October 8, 2018 | | Insurance and IRDA: IRDA Act 1999, Provisions, Duties, Powers and Functions of IRDA |
| **Mid Semester Exam (October 11, 2018 – October 17,2018)** | | | | |
| Week 12 | October 20, 2018 | | October 27, 2018 | Grievance Mechanism and Banking Ombudsman |
| Week 13 | October 29, 2018 | | November 3, 2018 | Emerging Trends in Banking: Concept of E-Banking, Mobile Banking, |
| Week 14 | November 5, 2018 | | November 10, 2018 | Electronic Fund Transfer-(RTGS And NEFT) and Core Banking  Cheque Truncation System |
| Week 15 | November 12, 2018 | | November 17, 2018 | RBI Guidelines on Internet Banking, Challenges Faced by Indian Banking |
| Week 16 | November 19, 2018 | | November 22, 2018 | Compositions and Grievance Mechanism and Insurance Ombudsman |
| Week 17 | Nov 26, 2018 | | December 1, 2018 | Impact of Reforms and doubts handling |

**Harman**

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

**Teaching Plan Session Odd Semester**

**(2018-19)**

**Class: B.COM 2A Name of the Teacher: Harmanjot kaur**

**Subject: Issues in Indian commerce Period: 4th**

**Paper : Issues in Indian commerce Room No : 303**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S. No** | **Date From** | | **Date Upto** | **Topics to be covered** |
| Week 1 | **(For ongoing classes)** | | |  |
| July 24, 2018 | | July 28, 2018 |
| Week 2 | July 30, 2018 | August 4, 2018 | | FDI: concept, Historical perspective, Incentive to attract foreign capital. |
| Week 3 | August 6, 2018 | August 11, 2018 | | Implication for Indian industry , Role of FIPB- Automatic route |
| Week 4 | August 13, 2018 | August 18, 2018 | | Sectoral limits of FDI, Difference between FDI and FPI. |
| Week 5 | August 20, 2018 | August 25, 2018 | | Make in India – Objectives, sectors in focus ,Issues and challenges ahead |
| Week 6 | August 27, 2018 | September 1, 2018 | | Technology in commerce: Features, Impact, management and status of technology and impact of technology on commerce in India. |
| Week 7 | September 3, 2018 | September 8, 2018 | | Stock exchange in India: Organization, Nature functions, benefits, growth. |
| Week 8 | September 10, 2018 | September 15, 2018 | | Trading in stock market \_ electronic fund trading, listing and role of SEBI, commodity exchanges in India. |
| Week 9 | September 17, 2018 | September 22, 2018 | | Corporate Debt restructuring : Concept, importance, methods, corporate scams and regulatory authorities –Serious investigation fraud |
| Week 10 | September 24, 2018 | September 29, 2018 | | Investors: protection in India –Importance, need and initiative by the central government. |
| Week 11 | October 1, 2018 | October 8, 2018 | | Recent trends in Credit rating services in India – Role of ICRA and CRISIL |
| **MID SEMESTER EXAMINATION (October 11, 2018 to October 17, 2018)** | | | | |
| Week 12 | October 20, 2018 | October 27, 2018 | | International Finance: Introduction, need , importance, Sources of External commercial borrowings . |
| Week 13 | October 29, 2018 | November 3, 2018 | | American depository receipts, global depository receipts. Infrastructure: Growth of Infrastructure – Energy, transport and communication |
| Week 14 | November 5, 2018 | November 10, 2018 | | Public Private partnership in infrastructure development in India, bottlenecks ,models- BOLT, BOT,SEZ |
| Week 15 | November 12, 2018 | November 17, 2018 | | Revision |
| Week 16 | November 19, 2018 | November 22, 2018 | | Revision |
| Week 17 | November 26, 2018 | December 1, 2018 | | Revision |

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

**Teaching Plan Session Odd Semester**

**(2018-19)**

**Class: B.COM 3 A Name of the Teacher: Harmanjot Kaur**

**Subject: FMS Period : 7th**

**Paper : FMS Room No : 304**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S. No** | **Date From** | | **Date Upto** | **Topics to be covered** |
| Week 1 | **(For ongoing classes)** | | |  |
| July 24, 2018 | | July 28, 2018 |
| Week 2 | July 30, 2018 | August 4, 2018 | | Introduction of Financial markets, meaning and functions of Financial markets. |
| Week 3 | August 6, 2018 | August 11, 2018 | | Types of Financial Markets, meaning and characteristics of Money Market |
| Week 4 | August 13, 2018 | August 18, 2018 | | Structure, Paticipants, growth of money market, components of money market. |
| Week 5 | August 20, 2018 | August 25, 2018 | | Call Money Market, Acceptance Market |
| Week 6 | August 27, 2018 | September 1, 2018 | | Bill Market |
| Week 7 | September 3, 2018 | September 8, 2018 | | Commercial Paper Market. |
| Week 8 | September 10, 2018 | September 15, 2018 | | Certificate Of Deposit Market. |
| Week 9 | September 17, 2018 | September 22, 2018 | | Nature, Role, Functions of Money Market, Difference between Money market and Capital Market. |
| Week 10 | September 24, 2018 | September 29, 2018 | | Merchant Banking. |
| Week 11 | October 1, 2018 | October 8, 2018 | | Lease and Hire Purchase. |
| **MID SEMESTER EXAMINATION (October 11, 2018 to October 17, 2018** | | | | |
| Week 12 | October 20, 2018 | October 27, 2018 | | Factoring and Forfaiting |
| Week 13 | October 29, 2018 | November 3, 2018 | | Mutual Funds- Concept, types, advantages, problems . |
| Week 14 | November 5, 2018 | November 10, 2018 | | Meaning, characteristics, Importance and kinds of Financial services. |
| Week 15 | November 12, 2018 | November 17, 2018 | | Financial Services and Economic Environment, Players in Financial Services. |
| Week 16 | November 19, 2018 | November 22, 2018 | | Revision |
| Week 17 | November 26, 2018 | December 1, 2018 | | Revision |

**Kulwinder**

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

**Teaching Plan Session Odd Semester**

**(2018-19)**

**Class:** B.Com 3A  **Name of the Teacher:** Kulwinder Kaur

**Subject:** Enterpreneurship and Small Business **Period:** 5th

**Paper:** Enterpreneurship and Small Business **Room No** : 304

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No** | **Date From** | **Date Upto** | **Topics to be covered** |
|  | **(For ongoing classes)** | |  |
| Week 1 | July 24, 2018 | July 28, 2018 |  |
| Week 2 | July 30, 2018 | August 4, 2018 | Entrepreneurship - Introduction |
| Week 3 | August 6, 2018 | August 11, 2018 | Concept and Theories |
| Week 4 | August 13, 2018 | August 18, 2018 | Entrepreneur :Meaning and Characteristics |
| Week 5 | August 20, 2018 | August 25, 2018 | Leadership, Risk Taking |
| Week 6 | August 27, 2018 | September 1, 2018 | Motivation, Innovation |
| Week 7 | September 3, 2018 | September 8, 2018 | Women Entrepreneurship, EDP and Role of Govt. in Organising EDP |
| Week 8 | September 10, 2018 | September 15, 2018 | SSB – Seed Bed of Entrepreneurship, Role of small business in National Economy |
| Week 9 | September 17, 2018 | September 22, 2018 | Setting up a small scale enterprises, SSI Exemptions and Tax consideration |
| Week 10 | September 24, 2018 | September 29, 2018 | Decision Making |
| Week 11 | October 1, 2018 | October 8, 2018 | Socio- Economic Environment |
| **MID SEMESTER EXAMINATION (October 11, 2018 to October 17, 2018)** | | | |
| Week 12 | October 20, 2018 | October 27, 2018 | Business Planning |
| Week 13 | October 29, 2018 | November 3, 2018 | Business Venture |
| Week 14 | November 5, 2018 | November 10, 2018 | Product planning and Mgt |
| Week 15 | November 12, 2018 | November 17, 2018 | Marketing Mgt. |
| Week 16 | November 19, 2018 | November 22, 2018 | Growth and Diversification strategies |
| Week 17 | November 26, 2018 | December 1, 2018 | Entrepreneurial Development Programmes |

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

**Teaching Plan Session Odd Semester**

**(2018-19)**

**Class:** M.com I  **Name of the Teacher:** Kulwinder Kaur

**Subject:** IT Applications in Commerce **Period:** 7th

**Paper:** MC. 107 A **Room No** : 305

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No** | **Date From** | **Date Upto** | **Topics to be covered** |
|  | **(For ongoing classes)** | |  |
| Week 1 | July 24, 2018 | July 28, 2018 |  |
| Week 2 | July 30, 2018 | August 4, 2018 |  |
| Week 3 | August 6, 2018 | August 11, 2018 | IT applications in commerce-application areas; An Overview of Management Science and Quantitative Analysis |
| Week 4 | August 13, 2018 | August 18, 2018 | The Management Science Process, Model development; Steps in modeling- Benefits of Business models. |
| Week 5 | August 20, 2018 | August 25, 2018 | Introduction to Spread sheet- Understanding basic Features of Spread sheet |
| Week 6 | August 27, 2018 | September 1, 2018 | Statistical functions- Database Functions -Finance Functions |
| Week 7 | September 3, 2018 | September 8, 2018 | Logical statements and formula creation |
| Week 8 | September 10, 2018 | September 15, 2018 | Creating Charts |
| Week 9 | September 17, 2018 | September 22, 2018 | Building decision models and data analysis through spreadsheets |
| Week 10 | September 24, 2018 | September 29, 2018 | Forecasting Analyzing |
| Week 11 | October 1, 2018 | October 8, 2018 | Financial Statements using accounting ratios- Project Appraisal IRR,NPV, MIRR; |
| **MID SEMESTER EXAMINATION (October 11, 2018 to October 17, 2018)** | | | |
| Week 12 | October 20, 2018 | October 27, 2018 | Inventory management – EOQ and Quantity discounts ; Leasing decisions – Flexible budgets |
| Week 13 | October 29, 2018 | November 3, 2018 | Break even analysis-goal seek- scenario management and pivot table applications. |
| Week 14 | November 5, 2018 | November 10, 2018 | Database management systems-Concept of database-features- components of DBMS,Types of databases- hierarchical, network, relational |
| Week 15 | November 12, 2018 | November 17, 2018 | Normalization- Database administrator- Data warehousing- Data mining. |
| Week 16 | November 19, 2018 | November 22, 2018 | Features of RDBMS -Database design and application development ,Tables- creation- relationships |
| Week 17 | November 26, 2018 | December 1, 2018 | Forms designing forms queries- types of queries- reports- report design-use of RDBMS in business decisions. |

**Charul**

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

**Teaching Plan Session Odd Semester**

**(2018-19)**

**Class:** B.com 1st -A  **Name of the Teacher:** Charul

**Subject:** PPM  **Period:** 1st

**Paper:** PPM **Room No** : 301

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No** | **Date From** | **Date Upto** | **Topics to be covered** |
|  | **(For ongoing classes)** | |  |
| Week 1 | July 24, 2018 | July 28, 2018 |  |
| Week 2 | July 30, 2018 | August 4, 2018 | Nature and Significance of Mgt. |
| Week 3 | August 6, 2018 | August 11, 2018 | Process of Mgt. |
| Week 4 | August 13, 2018 | August 18, 2018 | Development and Mgt. Thoughts |
| Week 5 | August 20, 2018 | August 25, 2018 | Contemporary Approaches to Mgt., and Planning |
| Week 6 | August 27, 2018 | September 1, 2018 | Decision making and MBO |
| Week 7 | September 3, 2018 | September 8, 2018 | Direction and supervision |
| Week 8 | September 10, 2018 | September 15, 2018 | Motivation |
| Week 9 | September 17, 2018 | September 22, 2018 | Leadership |
| Week 10 | September 24, 2018 | September 29, 2018 | Communication |
| Week 11 | October 1, 2018 | October 8, 2018 | Coordination |
| **MID SEMESTER EXAMINATION (October 11, 2018 to October 17, 2018)** | | | |
| Week 12 | October 20, 2018 | October 27, 2018 | Organizing |
| Week 13 | October 29, 2018 | November 3, 2018 | Delegation and Decentralization |
| Week 14 | November 5, 2018 | November 10, 2018 | Departmentation |
| Week 15 | November 12, 2018 | November 17, 2018 | Controlling |
| Week 16 | November 19, 2018 | November 22, 2018 | Revision |
| Week 17 | November 26, 2018 | December 1, 2018 | Revision |

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

**Teaching Plan Session Odd Semester**

**(2018-19)**

**Class:** B.com 2nd -B  **Name of the Teacher:** Charul

**Subject:** Company Law  **Period:** 3rd

**Paper:** Company Law **Room No** : 203

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No** | **Date From** | **Date Upto** | **Topics to be covered** |
|  | **(For ongoing classes)** | |  |
| Week 1 | July 24, 2018 | July 28, 2018 |  |
| Week 2 | July 30, 2018 | August 4, 2018 | Meaning and Nature of Company |
| Week 3 | August 6, 2018 | August 11, 2018 | Kinds of Company |
| Week 4 | August 13, 2018 | August 18, 2018 | Formation of Company |
| Week 5 | August 20, 2018 | August 25, 2018 | Articles of Association |
| Week 6 | August 27, 2018 | September 1, 2018 | Membership in Company |
| Week 7 | September 3, 2018 | September 8, 2018 | Prospectus and Book Building |
| Week 8 | September 10, 2018 | September 15, 2018 | Co. Mgt. (Directors),. |
| Week 9 | September 17, 2018 | September 22, 2018 | Memorandum of Association |
| Week 10 | September 24, 2018 | September 29, 2018 | Board Meetings |
| Week 11 | October 1, 2018 | October 8, 2018 | Revision |
| **MID SEMESTER EXAMINATION (October 11, 2018 to October 17, 2018)** | | | |
| Week 12 | October 20, 2018 | October 27, 2018 | Shares |
| Week 13 | October 29, 2018 | November 3, 2018 | Share Capital |
| Week 14 | November 5, 2018 | November 10, 2018 | Transfer and Transmission of Shares. Other Managerial person |
| Week 15 | November 12, 2018 | November 17, 2018 | Winding Up |
| Week 16 | November 19, 2018 | November 22, 2018 | Revision |
| Week 17 | November 26, 2018 | December 1, 2018 | Revision |