

LESSON PLAN

Name of Assistant Professor: MANITA Class: M.Com 1st
Semester 2nd Subject: Financial management

Lesson Plan: 1 January to 27 April 2024

Week 1 01.01.2024-06.01.2024	Financial Management: meaning, objectives and scope Time value of money;
Week 2 08.01.2024-13.01.2024	. Capital Budgeting Decisions: nature, importance and types of investment decision and technics
Week 3 15.01.2024-20.01.2024	Capital Structure Decisions: meaning ,importance and theories
Week 4 22.01.2024-27.01.2024	Sources of long term and short term finance.
Week 5 29.01.2024-03.02.2024	Cost of Capital: concept and importance; computations of cost of various sources of finance; weighted average cost of capital.
Week 6 05.02.2024- 10.02.2024	Working Capital Management: Concept and types of working capital
Week 7 12.02.2024- 17.02.2024	operating cycle, determinants of working capital, estimation of working capital requirement
Week 8 19.02.2024 - 24.02.2024	working capital policy
Week 9 26.02.2024 - 02.03.2024	Management of cash,
Week 10 04.03.2024- 09.03.2024	Management of receivable
Week 11 11.03.2024- 16.03.2024	Management of stock
Week 12 18.03.2024- 22.03.2024	financing working capital
Week 13 24.03.2024- 30.03.2024	Holi Vacation
Week 14 01.04.2024- 06.04.2024	Dividend Policy: Dividend and its forms,
Week 15 08.04.2024- 13.04.2024	theories of dividend policy and their impact on the value of a firm; types of dividend policy;
Week 16 15.04.2024- 20.04.2024	Revision
Week 17 22.04.2024- 227.04.2024	Revision

Incharge

LESSON PLAN

Name of Assistant Professor: Manita
Semester 2nd

Class: B.Com 1st
Subject: Financial accounting

Lesson Plan: 1 January to 27 April 2024 (1-6 Days)

Week 1 01.01.2024-06.01.2024	Royalty Accounts: Meaning of royalty, lessor, lessee, minimum rent, Journal entries and ledger accounts in the books of lessee
Week 2 08.01.2024-13.01.2024	meaning. Consignment Accounts: Features, need and importance of consignment,
Week 3 15.01.2024-20.01.2024	Difference between consignment and sale, Accounting procedure, Valuation of unsold stock
Week 4 22.01.2024-27.01.2024	Joint Venture Accounts: Meaning and features, Joint Venture and Consignment, Accounting procedure for joint venture;
Week 5 29.01.2024-03.02.2024	Branch Accounts: Types of home branches Accounting procedure for dependent branches
Week 6 05.02.2024- 10.02.2024	Hire-purchase and instalment payment system: Characteristics of hire-purchase system, accounting treatment
Week 7 12.02.2024- 17.02.2024	Accounting treatment of Instalment payment system
Week 8 19.02.2024 - 24.02.2024	Partnership Accounts: Features of partnership, partnership deed, Methods of valuation of goodwill
Week 9 26.02.2024 - 02.03.2024	Test of partnership, Admission
Week 10 04.03.2024- 09.03.2024	Problem Solution, Test
Week 11 11.03.2024- 16.03.2024	Dissolution of Partnership firm- Insolvency of partners (including Garner v/s Murrey Rule).
Week 12 18.03.2024- 22.03.2024	Retirement and death of a partner
Week 13 24.03.2024- 30.03.2024	Holi Vacation
Week 14 01.04.2024- 06.04.2024	Problem Solution, Test
Week 15 08.04.2024- 13.04.2024	Presentations
Week 16 15.04.2024- 20.04.2024	Revision
Week 17 22.04.2024- 27.04.2024	Revision

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LESSON PLAN

Name of Assistant Professor: MANITA
Semester: 6th

Class: B.Com 3rd
Subject: SALES MGT

Lesson Plan: 1 January to 27 April 2024 (1-3 Days)

Week 1 01.01.2024-06.01.2024	Concept of Sales and Sales Management
Week 2 08.01.2024-13.01.2024	Modern Roles and Required Skills for Sales Managers.
Week 3 15.01.2024-20.01.2024	Sales Planning: Importance, approaches
Week 4 22.01.2024-27.01.2024	process of sales planning
Week 5 29.01.2024-03.02.2024	Sales Organization: Purpose and structures. Determining size of sales force
Week 6 05.02.2024- 10.02.2024	Territory Management: Need, procedure for setting up sales territories
Week 7 12.02.2024- 17.02.2024	Time management; Routing
Week 8 19.02.2024 - 24.02.2024	Sales Quotas: Purpose, types of quotas, administration of sales quotas.
Week 9 26.02.2024 - 02.03.2024	Managing the Sales-force: Recruitmen
Week 10 04.03.2024- 09.03.2024	Managing the Sales-force: Selection
Week 11 11.03.2024- 16.03.2024	Training, and compensation
Week 12 18.03.2024- 22.03.2024	Evaluating sales force performance.
Week 13 24.03.2024- 30.03.2024	Holi Vacation
Week 14 01.04.2024- 06.04.2024	Ethical issues in sales management.
Week 15 08.04.2024- 13.04.2024	TEST ON PERFORMANCE.2 ND TEST ON SALES MGT
Week 16 15.04.2024- 20.04.2024	Revision
Week 17 22.04.2024- 27.04.2024	Revision

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LESSON PLAN

Name of Assistant Professor: MANITA
Semester: 4th

Class: B.Com 2nd
Subject: ENTREPRENEURSHIP DEVELOPMENT

Lesson Plan: 16 February to 27 April 2024 (1-3 Days)

Week 1 16.02.2024- 17.02.2024	Entrepreneurship- Meaning, Nature and Scope. Characteristics
Week 2 19.02.2024 - 24.02.2024	Role of Entrepreneurship Development in the Economic Development
Week 3 26.02.2024 - 02.03.2024	Women entrepreneurship. Rural entrepreneurship
Week 4 04.03.2024- 09.03.2024	Factors affecting entrepreneurship growth. Entrepreneurial motivation
Week 5 11.03.2024- 16.03.2024	EDP
Week 6 18.03.2024- 22.03.2024	Role of government in organizing EDP's-critical evaluation.
Week 7 24.03.2024- 30.03.2024	Holi Vacation
Week 8 01.04.2024- 06.04.2024	Micro and small enterprises. Opportunity Identification and selection
Week 9 08.04.2024- 13.04.2024	Formulation of business plans. Project appraisal.
Week 10 15.04.2024- 20.04.2024	Financing of Enterprise. Institutional finance to entrepreneurs
Week 11 22.04.2024- 27.04.2024	Institutional support to entrepreneurs. Government policy for small-scale enterprises.

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LESSON PLAN

Name of Assistant Professor: MANITA

Class: M.Com 2nd

Semester: 4th

Subject: Retail mgt

Lesson Plan; 16 feb.to 27 April

Week 1 16.02.2024-17.02.2024	Retailing : Concept, importance, functions
Week 2 19.02.2024-24.02.2024	Understanding retail customer.
Week 3 26.02.2024-02.03.2024	Theories of retailing. Retail formats: Store and Non- store formats.
Week 4 04.03.2024-09.03.2024	Retail Site Characteristics, and Site Evaluation. Store Layout and Design.
Week 5 11.03.2024-16.03.2024	Merchandise planning and process. Forecasting sales.
Week 6 18.03.2024- 22.03.2024	Retail mix: Developing Assortment Plans, National Brands and Private Labels
Week 7 24.03.2024- 30.03.2024	Holi vacation
Week 8 01.04.2024 - 06.04.2024	Retail Pricing- Setting Retail Prices, Price Adjustments, Pricing Strategies.
Week 9 08.04.2024 - 13.04.2024	Retail Communication Mix. Logistics in retail. Human Resource Management in Retailing
Week 10 15. 04.2024- 20.04.2024	Manpower planning, recruitment, training, and compensation.
Week 11 22.04.2024- 27.04.2024	Use of Information Technology in retailing.

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