

TEACHER'S LESSON PLAN 2022-23

Teacher's name	Department	Course	Subject
Dr. Rajeev Kaur	commerce	B.com 6th sem	Organisational behaviour

UNITS		Sub Topics of Units	No. of Lectures
Introduction 1	a	Introduction to organisational theories;OB-concepts ,determinants,challaneges and opportunities	4
	b	contributing disciplines of OB	1
	c	OB models :autocratic,custodial,supportive an	4
Individual behaviour 2	a	Foundation of individual behaviour;personality: factors influencing personality,type A	3
	b	values and attitudes: concept and types of values, terminal values , instrumental values,concept and nature of attitudes,components of attitude (cognitive,affective and behavioural) job related attitudes (job satisfaction,job	3
	c	Learning- concept,theories (classical conditioning,operant conditioning,cognitive learning,social learning) Reinforcement (concept,strategies and schedules of	4
	d	concept,perceptual process,importance,factors infulencing perceptions,peceptual errors and distrotions,emotional intelligence.	4
Motivation and communication 3	a	Meaning and importance of motivation;theories-Equity,intrinsic motivation byKen thomas.Behaviour	6
	b	analysis: ego states and its utility,types of transactions,johari window ;Motivation practices of 5 prominent organisations	7
Group behaviour and Leadership 4	a	Group dynamics-concept,types-group norms	5
	b	Group roles and group cohesiveness	5
	c	theory,leadership continnum,transactional,charismatic and transformational leadership	3
Dynamics of organisational	a	Conflict-sources and resolution strategies	5
	b	determinants	5
	c	Organisational change-,meaning and importance ,resistance to change,managing	3

	d	organisational factors to stress,prevention of managerial stress	3
	TOTAL		65

Teacher's name	Department		Subject
Dr. Rajeev Kaur	commerce	B.com 6th sem (SEC)	Advertising,Personal Selling and Salesmanship

UNITS		Sub Topics of Units	No. of Lectures
Introduction to Advertising 1	a	Communication process, AIDA Model	5
	b	Advertising:Importance,types and objectives	3
	c	DAGMAR Approach	3
	d	advertising budget.	3
Message and Media decisions 2	a	Advertising appeals;Advertising copy;Elements of print and broadcast	3
	b	scheduling.	4
Advertising effectiveness 3	a	Advertising agency: Role and types.	2
	b	Evaluating communication and Sales effect	4
	c	Pre and post testing techniques	2
Introduction to personal selling and salesmanship 4	a	Concept of personal selling and salesmanship;Personal selling situations	5
	b	Qualities ofgood salesperson;Types of	4
	c	Role of personal selling in CRM;Career opportunities in selling	4
	d	Measures for making selling as an attractive career;Buying motives	2
personal selling process 5	a	Prospecting;pre-approach;Approach	2
	b	Presentation and demonstration	4
	c	up	2
	TOTAL		52

TEACHER'S LESSON PLAN FOR YEAR 2022-23

Teacher's name	Department: Commerce	Course	Subjects
PROF. BHAWNA RAJPUT		B.Com (H)	Fundamental of Investments

SUBJECT NAME	Sub Topics of Units	No. of Lectures
UNITS		

	1 The Investment Environment	15
	a : The Investment Decision Process, Types of Investment	
	b: Indian Securities Market & Market Participants	
	c: Risk & Return d: Market Indices	15
	2 Bonds Analysis	
	a: Bond Valuation	
	b: Bond Yields	
	c: Malkiel Theorems and Credit Rating	
	3 Equity Analysis	15
a	Fundamental Analysis	
b	Technical Analysis	
c	Efficient Market Hypothesis	20
	4 Portfolio Analysis & Financial Derivatives	
a	Markowitz Model	
b	Derivative	
	5 Investor Protection	10
a	Role of SEBI	
b	Investor Grievances and their redressal System and Investors' Protection	
	Total	75 Lectures

Teacher's name	Department: Commerce	Course	Subjects
PROF. BHAWNA RAJPUT		B.Com (P)	Fundamental of Investments

SUBJECT NAME	Sub Topics of Units	No. of Lectures
UNITS		

	1 The Investment Environment	15
	a : The Investment Decision Process, Types of Investment	
	b: Indian Securities Market & Market Participants	

	c: Risk & Return d: Market Indices	15
	2 Bonds Analysis	
	a: Bond Valuation	
	b: Bond Yields	
	c: Malkiel Theorems and Credit Rating	
	3 Equity Analysis	15
a	Fundamental Analysis	
b	Technical Analysis	
c	Efficient Market Hypothesis	20
	4 Portfolio Analysis & Financial Derivatives	
	Markowitz Model	
	Derivative	
	5 Investor Protection	10
	Role of SEBI	
	Investor Grievances and their redressal System and Investors' Protection	
	Total	75 Lectures

TEACHER'S LESSON PLAN FOR YEAR 2022-23

Teacher's name	Department	Course
Dr. Anu Jain	Commerce	B.Com (H) 6th

SUBJECT NAME	Industrial Relation and Labour Laws	
UNITS	Sub Topics of Units	sub topics
1 Industrial Relations	a) Concept, Nature, Objectives, Factors Affecting IR, IR in changing Environment	3
	b) Evolution of IR in India; Role of State; Trade Union; Employers' Organisation	3
	c) Human Resource Management and IR Role of ILO in Industrial Relations, International Dimensions of IR	4
	d) Concept of GIG Economy and ramifications for industrial relations.	3
2 Trade Union	a) Origin and growth, unions after Independence, unions in the era of liberalisation; Factors Affecting Growth of Trade Unions in India	7
	b) Multiplicity & Recognition of Trade Unions; Major Provisions of Trade Union Act 1926	6
3 Collective Bargaining and Workers' Participation in Management	a) Collective Bargaining: Meaning, Nature, Types, Process and Importance of Collective Bargaining, pre-requisites, issues involved	4
	b) Status of Collective Bargaining in India, Functions and role of Trade Unions in collective bargaining	4
	c) Workers' Participation in Management: Concept, practices in India, Works Committees, Joint management councils; Participative Management and co-ownership; Productive Bargaining and Gain Sharing	5
4 Discipline and Grievance Redressal	a) Discipline: Causes of indiscipline, Maintenance of discipline. Misconduct; Highlights of domestic enquiries; Principle of Natural Justice	4
	b) Labour turnover; Absenteeism; Grievance: Meaning of Grievance, Grievance redressal machinery in India	4
	c) Grievance handling procedure; salient features of Industrial Employment (Standing orders) Act 1946	5
5 Labour Laws	a) The Industrial Disputes Act, 1947: Definitions of Industry, workman, and Industrial Dispute; Authorities under the Act: Procedure, Powers and Duties of Authorities	4
	b) Strikes and Lock outs: Lay-off and Retrenchment: Provisions relating to Layoff, Retrenchment, and closure	4

c) The Factories Act, 1948: Origin, Growth and Objectives ,
Provisions relating to Health, Safety, Welfare facilities, working
hours, Employment of young persons, Annual Leave with wages

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Teacher's name	Department	Course
Dr. Anu Jain	Commerce	B.Com (H) 3rd

SUBJECT NAME	Training and Development	
UNITS	Sub Topics of Units	sub topics

Nature of Training and Development	a) Theories of management training and development and practical 1 application of these theories in today's organisations	7
	b) inputs and gaps in training	2
	c) Training and development as a source of competitive advantage	2
	d) Resistance to change	2
Designing Training Programmes	a) Training process and practical application of designing 2 programmes in today's environment	4
	b) methods of training; Human re-engineering, managing change, workmen training, re-training	5
	c) government initiatives, self-directed work teams, learning curves, managing a diverse workforce	4
Executive	3 a) Executive development; Role of development officers,	4
	b) Trends towards performance management and its impact on	4
Evaluation of Training and Development Programmes	a) Evaluation of training and development programmes- statistical 4 methods	3
	b) Use of appropriate training and development software packages	3
	c) Application of distance learning packages, effective training follow-up	4
Career Development	a) Career development and planning, career development 5 programmes and counseling	4
	b) group projects, training for international assignments	4

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TEACHER'S LESSON PLAN FOR YEAR 2022-23

Teacher's name	Department	Course	Subjects
Dr. Nitu Dabas	Commerce	B.Com. Hons. Sem-VI	Auditing and Corporate

SUBJECT NAME		Auditing and Corporate Governance		No. of Lectures
Units	Topics	sub topics		
I	Unit I: Auditing	Basic Principles and Techniques of Auditing; Classification of Audit, Audit Planning, Internal Control – Internal Check and Internal Audit; Role of Auditors in corporate governance; Peer review and Independent review of Audit; Public Company Accounting Oversight Board (PCAOB); National Financial Reporting Authority (NFRA).		8
II	Unit II: Corporate Governance	Corporate Governance: Meaning, significance and principles, Management and corporate governance;; Theories and Models of corporate governance; Board structure and Independent director, board committees and their functions; shareholder activism and, proxy advisory firms., role of rating agencies Whistle blowing, , Class Action		13
III	Unit III: Major Corporate Governance Failures and International Codes	BCCI (UK), Maxwell Communication (UK), Enron (USA), World.Com (USA), Andersen, Worldwide (USA), Vivendi (France), Satyam Computer Services Ltd, Lehman Brothers, Kingfisher Airlines, PNB Heist and IL&FS Group Crisis; Common Governance Problems Noticed in various Corporate Failures; Codes and Standards on Corporate Governance: Sir Adrian Cadbury Committee 1992 (UK), OECD Principles of Corporate Governance and Sarbanes Oxley (SOX) Act, 2002 (USA).		18
IV	Unit IV: Corporate Governance	Initiatives and reforms- Confederation of Indian Industry (CII) (1997), Kumar Mangalam Birla (1999), NR Narayana Murthy Committee (2005) and UdayKotak Committee (2017). Regulatory framework: Relevant provisions of Companies Act, 2013, SEBI: Listing Obligations and Disclosure Requirements Regulations (LODR), 2015. Corporate Governance in public sector, banking, non-banking financial institutions.		13

V	Unit V: Business Ethics and Corporate Social Responsibility (CSR)	Business Ethics and Values; Importance of Ethics; Corporate Governance and Ethics; Ethical theories; Code of Ethics and ethics committee. Concept of Corporate Social Responsibility; CSR and Corporate Sustainability, CSR and Business Ethics, CSR and Corporate Governance, CSR and Corporate Philanthropy; Environmental Aspect of CSR, Models and benefits of CSR, Drivers of CSR; CSR in India.	13
	Total		65

B.Com. Hons. Sem-III

SUBJECT NAME	Human Resource Management		No. of Lectures
	UNITS	sub topics	
I	Unit I: Introduction	Meaning, importance and scope of HRM; Evolution of HRM; functions, status and competencies of HR manager; Human Resource Planning - quantitative and qualitative dimensions; Job analysis—job description and job specification; HR Policies.	13
II	Unit II: Recruitment	Recruitment, selection, placement, induction, and socialization – an overview; Developing Human Resources; Training – need, types, and evaluation; Role specific and competency based training.	13
III	Unit III: Performance	Performance appraisal- nature and objectives, methods of performance appraisal, potential appraisal & employee counseling; Job changes—transfers and promotions; HR audit.	13
IV	Unit IV: Compensation	Job evaluation; Compensation—concept and policies, base and supplementary compensation, performance linked compensation—individual, group, and organisation level.	13
V	Unit V: Employee Maintenance and Emerging Issues in HRM	Employee health and safety, employee welfare, social security (excluding legal provisions); Grievance handling and redressal; Industrial disputes and settlement machinery; Emerging issues and challenges of HRM—employee empowerment, downsizing, work- life balance, use of technology in HRM functions; e-HRM, green-HRM, outsourcing HRM, ethics in HRM (surveillance vs. privacy).	13
	Total		65

B.Com. Hons. Sem-V

SUBJECT NAME		Financial Markets, Institutions, and Services	No. of Lectures
UNITS	sub topics		
I	Unit-I Introduction	An Introduction to Financial System, Components, Financial System and Economic Development, Financial Inter-mediation, An overview of Indian Financial System since 1951, Financial Sector Reforms since liberalization 1990-91.	6
II	Unit-II: Financial Ma	Financial Markets: Money Market – functions, organisation and instruments. Role of central bank in money market. Indian Money Market – an overview. Capital Markets –Introduction, role and functions. Components of Capital market. Cash markets- Equity and Debt, Depository (NSDL, CDSL). Primary and Secondary Markets –NSE, BSE, NIFTY, SENSEX. Role of Stock Exchanges in India. SEBI and Investor Protection.	20
III	Unit-III: Financial In	Financial Institutions: Commercial banking – introduction, classification, its role in financing - commercial and consumer, recent developments like MUDRA financing, problem of NPAs, Bankruptcy and insolvency Act, Financial Inclusion.	13
IV	Unit-IV: Financial Ins	Life and non-life insurance companies in India: public and private. Mutual Funds – Introduction and their role in capital market development. Types of mutual fund schemes (open ended vs close ended, Equity, Debt, Hybrid schemes and ETFs. Non-banking financial companies (NBFCs).	13
V	Unit-V: Financial Ser	Overview of financial services industry. Merchant Banking – pre and post issue management, underwriting. Regulatory framework relating to Merchant Banking in India. Leasing and Hire Purchase, Consumer and Housing Finance, Venture Capital Finance, Factoring Services, Credit Rating, Financial Advisory and Portfolio Management Services.	13
Total			65

B.Com. Sem-VI

SUBJECT NAME		Financial Markets, Institutions, and Services	No. of Lectures
UNITS	sub topics		
I	Unit-I: Introduction	An Introduction to Financial System, Components, Financial System and Economic Development, Financial inter-mediation, An overview of Indian financial system since 1951, Financial Sector Reforms since liberalization 1990-91.	6

		Financial Markets: Money Market – functions, organisation and instruments. Role of central bank in money market. Indian Money Market – an overview. Capital Markets Introduction, role and functions. Components of Capital market. Cash markets- Equity and Debt, Depository (NSDL, CDSL). Primary and Secondary Markets –NSE, BSE, NIFTY, SENSEX. Role of Stock Exchanges in India. SEBI and Investor Protection. An overview of Global financial markets: NYSE, NASDAQ, Dow Jones, Federal Reserve Bank, Bank of England, Bank of Japan, European Central Bank.	
II	Unit-II: Financial Ma		20
III	Unit-III: Financial Ins	Financial Institutions: Commercial banking – introduction, classification, its role in financing-commercial and consumer, recent developments like MUDRA financing, problem of NPAs, Bankruptcy and Insolvency Act, Financial Inclusion. Life and non-life insurance companies in India: public and private. Mutual Funds – Introduction and their role in capital market development. Types of mutual fund schemes (open ended vs close ended, Equity, Debt, Hybrid schemes and ETFs. Non-banking financial companies (NBFCs). Overview of financial services industry. Merchant banking – Pre and Post issue management, underwriting.	13
IV	Unit IV: Financial Ins		13
V	Unit-V: Financial Ser	Regulatory framework relating to merchant banking in India. Consumer and Housing finance, Venture Capital Finance, Credit Rating.	13
		Total	65

TEACHER'S LESSON PLAN FOR YEAR 2022-23

Teacher's name	Department	Course	Subjects
DR.INDU	COMMERCE	B.COM	FINANCIAL ACCOUNTING

UNITS	Sub Topics of Units		No. of Lectures
		sub topics	
unit 1	theoretical framework	accounting as an information system,its users,characteristics,functions,advantages,limitations,branches,bases of accounting	4
		basic concepts and coventions, financial accounting standards cocepts,benefits,procedure for issuing. IFRS,need ,importance	
		Accounting process ,recording and preprations of trial balance profit & loss ,balance sheet	
unit 2	business income	measurement of business income ,objectives, revenue-concept ,principal,recognitions of expenses	12
		depreciation - nature ,factor,advantage,methods-(SLM,WDM)	
		inventories- meaning,significance,valuation,methods,FIFO,LIFO,WEIGHTED AVERAGE	
UNIT 3	Accounting for hire purchase,consignment,jo int venture	accounting for hire purchase , journal entries,ledgers,,books of hire vendor,hire purchase, fulland default repossession,stock and debtors methods	20
		Departmental accounting	
		lease accounting	
unit 4	inland branches	inland branches-dependent, debtors and stock and debtors methods	6
unit 5	computersied accounting	Machine Handling.	20 class per student
		• Company Creation (A/c with inventory, use of security control, features and configuration)	
		• Creation of Groups and Ledger(using single & multiple	
		• Voucher Entry(15 entries including compound entries &	
		Trade discount	
		• Reports (generation of reports for specific period	

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Teacher's name	Department	Course	Subjects
INDU	COMMERCE	B.COM SEMIV	cost accounting

TOTAL
SUBJECT NAME cost accounting

UNITS	Sub Topics of Units		No. of Lectures
		sub topics	
UNIT 1	introduction of cost accounting	meaning ,objectives and advantages of cost accounting,difference between financial ,cost and management accounting	8
		cost concept and classification(element,traceability,function,behaviour,expired &unexpired)	
		role of cost accountant in an organisation	
unit 2	material and labour	materiaal control concept and techniques (stock levels, economic order quantity,ABC analysis), inventory systemperiodic and perpatual	20
		methods of pricing of material(LIFO,FIFO,simple average,weighted average,replacement,standard)	
		treatment of material lossess(waste,scrap,defective,and spoilage	
		accounting and control of labour cost	
		time keeping and time booking	
		treatment of idle time,overtime,labour turnover and fringe benefits	
unit 3	overhead costing	meaning,classification(element,functions,behaviour)	15
		allocation,apportionment and absorption of overheads	
		under and over absorption of overheads	
		capcity cost ,treatment of certain items in costing like interst on capital, packing expenses,debts, research and development expenses	
		activity based costing	
unit 4	methods of costing	unit costing(procedure,cost sheet,treatment of stocks,scrap,) problems and sloutions	
		job costing(objectives,procedure,completion of job	
		contractcosting(difference between job and contact costing,features,procedure,work cerified uncertified,problems & soution on contract costing, distribution of notional profit,retention money escalation clause	
		process costing(charactersitics of process difference between job,contract,and process)procedure of process costing	

		work in progress (FIFO AND AVERAGE method) normal loss abnormal loss	
		opening as well as closing stock procedure problems & solutions	
		joint and by products	
		service costing (transport problems & solutions)	20
unit 5	cost accounting systems	integral and non integral (ledgers, principal, advantage disadvantage, features	
		reconciliation of cost and financial accounts	
		need for reconciliation, reasons for disagreement in profit / loss, methods of reconciliation	12

SUBJECT NAME BUSINESS LAW

UNITS	Sub Topics of Units	sub topics	No. of Lectures
I		The Indian Contract Act, 1872	
	a	Contract – meaning, characteristics and kinds	2
	b	Essentials of valid contract - Offer and acceptance, consideration, contractual capacity, free consent, legality of objects.	4
	c	Void agreements	1
	d	Discharge of contract – modes of discharge including breach & remedies	2
	e	Contingent Contracts	2
	f	Quasi Contract	3
	g	Contract of Indemnity and Guarantee	3
	h	Contract of Bailment	3
	i	Contract of Agency	2
II		The Sale of Goods Act, 1930	
	a	Contract of sale, meaning and difference between sale and agreement to sell	2
	b	Conditions and warranties	2
	c	Transfer of ownership in goods including sale by non-owners	2
	d	Performance of contract of sale	2
	e	Unpaid seller – meaning and rights of an unpaid seller against the goods and the buyer	2
III		The Limited Liability Partnership Act, 2008	
	a	Salient Features of LLP	1
	b	Difference between LLP and Partnership, LLP and Company	1
	c	LLP Agreement, Nature of LLP	1
	d	Partners and Designated Partners, Incorporation Agreement	2
	e	Incorporation by Registration, Registered office of LLP and change therein	3

	f	Change of name, Partners and their Relations	3
	g	Extent and limitation of liability of LLP and partners	3
	h	Whistle blowing, Taxation of LLP	2
	i	Conversion of LLP, Winding up and dissolution	4
IV		The Information Technology Act, 2000	
	a	a) Definitions	2
	b	b) Digital Signature, Digital Signature Certificate	2
	c	c) Electronic Governance	1
	d	d) Attribution, Acknowledgement and Dispatch	2
	e	e) Regulation of Certifying Authorities	1
	f	f) Duty of Subscribers	2
	g	g) Penalties, Adjudication, Offences	3
		h) Appellate Tribunal	65

TEACHER'S LESSON PLAN FOR YEAR 2022-23

Teacher's name	Department	Course	Subjects
Dr. RASHI PALIWAL	COMMERCE	B.COM(H) VI SEM	GOODS AND SERVICE TAX&CUSTOM LAWS

UNITS	Sub Topics of Units		No. of Lectures
		sub topics	
1	INTRODUCTION	A) CONSTITUTIONAL FRAME WORK OF INDIRECT TAXES BEFORE GST;CONCEPT OF VAT: MEANING ;VARIANTS AND METHODS,MAJOR DEFECTS IN THE STRUCTURE OF INDIRECT TAXES PERIOR TO GST	4 LECTURES
		B) RATIONALE OF GST; STRUCTURE OF GST (CGST,SGST,UTGCT,IGST); GST COUNCIL;GST NETWORK; STATE COMPENSATION MECHANISM, REGISTRATION.	8 LECTURES
2	LEVY AND COLLECTION OF GST	A)TAXABLE EVENT-"SUPPLY"OF GOODS AND SERVICES; PLACE OF SUPPLT:WITHIN STATE,INTERSTATE,IMPORTAND EXPORT; TIME OF SUPPLY;	5 LECTURES
		B)VALUATION FOR GST-VALUATION RULES,TAXABILITY OF REIMBURSEMENT OF EXPENSES;	5LECTURES
		C)EXEMPTION FROM GST: SMALL SUPPLIES AND COMPOSITION SCHEME; CLASSIFICATION OF GOODS AND SERVICES: COMPOSITE AND MIXED SUPPLIES	5 LECTURES
3	INPUT TAX CREDIT	A) ELIGIBLE AND INELIGIBLE INPUT TAX CREDIT; APPORTIONMENTS OF CREDITS AND BLOCKED CREDITS ; TAX CREDIT IN RESPECT OF CAPITAL GOODS ;RECOVERY OF EXCESS TAX CREDIT;	5 LECTURES
		B) AVAILABILITY OF TAX CREDIT IN SPECIAL CIRCIMSTANCES; TRANSFER OF INPUT TAX CREDIT; PAYMENT OF TAXES;REFUND; DOCTRINE OF UNJUST ENRICHMENT; TDS;TCS REVERSE CHARGE MECHANISM , JOB WORK	7 LECTURES
4	PROCEDURES	A)TAX INVOICE, CREDIT AND DEBIT NOTES, RETURNS,	2LECTURE
		B)AUDIT IN GST, ASSESMENT : SELF ASSESSMENT, SUMMARY AND SCRUTINY.	2LECTURE

	SPECIAL PROVISION	A) TAXABILITY OF E- COMMERCE, ANTI PROFITEERING	2LECTURE
		B) AVOIDANCE OF DUAL CONTROL, E-WAY BILLS, ZERO - RATED SUPPLY	2LECTURE
5	CUSTOM LAWS	A) BASIC CONCEPT, TERRITORIAL WATERS, HIGH SEAS, TYPES OF CUSTOM DUTIES	4 LECTURES
		B) VALUATION , BAGGAGE& EXEMPTIONS	4 LECTURES
	TOTAL		65

Teacher's name	Department	Course	Subject's name
Dr. RASHI PALIWAL	COMMERCE	B.COM(P) IV SEM	CORPORATE ACCOUNTING
UNITS	Sub Topics of Units		No. of Lectures
		sub topics	
1	ACCOUNTING FOR SHARE CAPITAL & DEBENTURE	A) ISSUE, FORFEITURE AND REISSUE OF FORFEITED SHARES: CONCEPTS& PROCESS OF BOOK BUILDING ; ISSUE OF RIGHT SHARE AND BONUS SHARES; BUY BACK OF SHARES	5 LECTURE
		B) REDEMPTION OF PREFERENCE SHARE ; ISSUE AND REDEMPTION OF DEBENTURE	7 LECTURES
2	FINAL ACCOUNTS	A)PREPARATION OF P&L A/C AMD BALANCE SHEET OF CORPORATE ENTITIES , DISPOABLE OF COMPANY PROFITS	9 LECTURES
3	VALUATION OF GOODWILL AND VALUATION OF SHARES	A)CONCEPT AND METHOD OF GOODWILL CALCULATION	2 LECTURES
		B) CONCEPT AND CALCULATION OF VALUATION OF SHARE	4 LECTURES
4	AMALGAMATI ON OF COMPANIES	A)CONCEPT AND ACCOUNTING TREATMENT AS PER AS-14	7 LECTURES
		B) INTERNAL RECONSTRUCTION ; CONCEPT AND ACCOUNTUNG TREATMENT	5 LECTURES

5	ACCOUNTS OF HOLDING COMPANIES/ PARENT COMPANY	A) PREPARATION OF CONSOLIDATED BALANCESHEET WITH ONE SUBSIDIARY COMPANY. RELEVANT PROVISION OF AS-21	12 LECTURES
6	BANKING COMPANIES	A) DIFFERENCE BETWEEN BALANCE SHEET OF BANKING AND NON BANKING COMPANY; ASSET STRUCTURE OF A COMMERCIAL BANK. NON PERFORMING ASSETS	7 LECTURES
7	CASH FLOW STATEMENT	A) CONCEPT OF FUNDS, PREPARATION OF CASH FLOW AS PER AS-7	7 LECTURES
	TOTAL		65

Teacher's name	Department	Course	Subject
Dr. RASHI PALIWAL	Commerce	B.Com(H)-V sem	Organisational Behaviour
SUBJECT NAME	Essentials of Organisational Behaviour		
UNITS	Sub Topics of Units		No. of Lectures
		sub topics	
1	a	Organisational Behaviour : Concept, Nature & Challenges	2
	b	Models of Organisational Behaviour	2
	c	Functions, Roles & Skills of Professional Managers	3
2	a	Determinants of Individual Behaviour	2
	b	Values & Attitudes	4
	c	Personality & Emotions	3
	d	Learning	4
	e	Perception : Process & Errors	4
3	a	Organisation Structure & Design	3
	b	Organisational Climate & Culture	4
	c	Managerial Communication	3
	d	Motivation	4
	e	Stress at Work	3
	f	Decision Making & Problem Solving	3
4	a	Interpersonal Relations : Transactional Analysis & Johari Window	2

	b	Group Dynamics	2
	c	Conflict Management	3
	d	Leadership Styles	3
	e	Power & Politics in Organisations	3
	f	Organisational Change	2
	g	Organisational Effectiveness	2
	h	Vroom's Valence-Expectancy Theory & Behaviour Modification	2
	i	Organisational Theories	2
	TOTAL		65

Teacher's name	Department	Course	Subject
Dr. RASHI PALIWAL	Commerce	B.COM & B.A-V SEM	Investing In Stock Markets

SUBJECT NAME			
Investing In Stock Markets			
UNITS	Sub Topics of Units		No. of Lectures
		sub topics	
1	a	Fundamentals of Investment	4
	b	Indian Securities Market	4
	c	Stock Exchanges in India	5
2	a	Online Trading of Stock	4
	b	Risk in Securities Valuation & Mitigation	6
	c	Analysis of Company	6
	d	Valuation of Stock through Ratio Analysis	8
	e	Forecasting Stock Price Movement	6
3	a	Mutual Funds	9
4	a	Forwards, Future & Options	7
	b	Commodity & Currency Derivative Trading	6
	TOTAL		65

TEACHER'S LESSON PLAN 2022-23

Teacher's name	Department
Dr. Parul Chopra	Commerce

SUBJECT NAME	Corporate Accounts		
UNITS	Sub Topics of Units		No. of Lectures
		sub topics	
1	a	Issue of Shares	4
	b	Redemption of Preference Shares	3
	c	Issue and Redemption of Debentures	8
	d.	Buy Back of Shares	2
2	a	Final Accounts of Companies	10
3	a	Amalgamation	5
	b	External Reconstruction	2
	c	Internal Reconstruction	4
4		Corporate Reporting	6
5	a	Valuation of Shares	4
	b	Valuation of Goodwill	4
	TOTAL		52 Lectures

SUBJECT NAME	SALES FORCE MANAGEMENT		B.A. (P) Sem VI
UNITS	Sub Topics of Units		No. of Lectures
		sub topics	
1	A.	MEANING & IMPORTANCE OF SALES FORCE MANAGEMENT	2
		DESIGNING SALES FORCE	2
		FUNCTIONS OF A SALES MANAGER	2
2		GEOGRAPHIC ORGANIZATION OF SALES FORCE	2
		PRODUCT WISE ORGANIZATION OF SALES FORCE	2
		MARKET BASED ORGANIZATION OF SALES FORCE	2
3		RECRUITMENT & SELECTION	3
		TRAINING & DEVELOPMENT	2
		MOTIVATION OF SALES FORCE	2
		COMPENSATION OF SALES FORCE	2
		PERFORMANCE APPRAISAL	2
4		SALES FORCE PLANNING	3
		CONTROL TECHNIQUES	4
5		EMERGING TRENDS IN SALES FORCE	3
		INNOVATIVE TECHNOLOGIES IN SALES	3
		TOTAL LECTURES	44

SUBJECT NAME	FINANCE FOR EVERYONE	S.E.C. Sem I
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UNITS	Sub Topics of Units		No. of Lectures
		sub topics	
1	MEANING OF FINANCE		2
	IMPORTANCE OF PERSONAL FINANCE		2
	FINANCIAL GOALS & PLANNING		2
2	MEANING OF BANKS		
	TYPES OF BANKING PRODUCTS		
	ONLINE BANKING FRAUDS		3
	WEALTH CREATION SCHEMES		3
3	INSURANCE		3
	TYPES OF INSURANCE		2
	VARIOUS LIFE INSURANCE SCHEMES		2
	VARIOUS GENERAL INSURANCE SCHEMES		2
4	MUTUAL FUNDS		2
	TYPES OF MUTUAL FUNDS + NUMERICALS		4
5	CREDIT RATING AGENCIES		2
	CASE STUDY DISCUSSIONS		4
		TOTAL LECTURES	36

TEACHER'S LESSON PLAN FOR YEAR 2022-23

Teacher's name	Department	Course	Subjects
DR.LOVELY	COMMERCE	BA PROG-ASPSM	FINANCIAL ACCOUNTING

UNITS	Sub Topics of Units		No. of Lectures
		sub topics	
unit 1	theoretical framework	accounting as an information system,its users,characteristics,functions,advantages,limitations,branches,bases of accounting	4
		basic concepts and coventions, financial accounting standards cocepts,benefits,procedure for issuing. IFRS,need ,importance	
		Accounting process ,recording and preprations	
unit 2	business income	measurement of business income ,objectives, revenue-concept ,principal,recognitions of expenses	12
		depreciation - nature ,factor,advantage,method	
		inventories-meaning,significance,valuation,metf	
UNIT 3	Accounting for hire purchase,consignment,jo int venture	accounting for hire purchase , journal entries,ledgers,,books of hire vendor,hire purchase, fulland default repossession,stock and debtors methods	20
		Departmental accounting	
		lease accounting	
unit 4	inland branches	inland branches-dependent, debtors and stock and debtors methods	6
unit 5	computersied accounting	Machine Handling.	20 class per student
		• Company Creation	
		(A/c with inventory, use of security control, feat	
		• Creation of Groups and Ledger(using single &	
		• Voucher Entry(15 entries including compound	
		Trade discount	
• Reports (generation of reports for specific per			

