

Name: Pardeep Kumar
Class: B.Com 3rd Year 6th sem.
Subject: Sales Management

Lesson-Plan(2023-24)

<u>Jan. - 2024</u>	Topics
1. week	Sales Management – An Introduction
2. week	Sales Management – An Introduction
3. week	Concept of selling, salesmanship and sales manager Concept of selling, salesmanship and sales manager
4. week	Sales Planning
<u>Feb. - 2024</u>	
1. week	Sales organization
2. week	Sales Territories
3. week	Sales Quotas
4. week	Sales force management: Recruitment and selection of sales personal <u>Test</u> <u>Assignment</u>
<u>March.- 2024</u>	
1. week	Sales force management: Training sales personal
2. week	Sales force management: Training sales personal
3. week	Sales force management: Compensating sales personal <u>Test</u> <u>Assignment</u>
4. week	Sales force management: Compensating sales personal
<u>April. - 2024</u>	
1. week	Sales force management: Evaluating sales personal
2. week	Sales force management: Evaluating sales personal
3. week	Ethical issues in sales management
4. week	Ethical issues in sales management
<u>May. - 2024</u>	
1. week	Revision and Test
2. week	Revision and Test



Name: Pardeep Kumar
 Class: B.Com 2nd Year 4th sem.
 Subject: Business Statistics

Lesson-Plan(2023-24)

Jan. - 2024	Topics
1. week	Probability: concept and evaluation, Terminology, concept, Mathematical and Statistical probability, addition and multiplication theorem and mathematical expectations. Rule for the inverse probability
2. week	Probability: concept and evaluation, Terminology, concept, Mathematical and Statistical probability, addition and multiplication theorem and mathematical expectations. Rule for the inverse probability
3. week	Probability: concept and evaluation, Terminology, concept, Mathematical and Statistical probability, addition and multiplication theorem and mathematical expectations. Rule for the inverse probability
4. week	Probability: concept and evaluation, Terminology, concept, Mathematical and Statistical probability, addition and multiplication theorem and mathematical expectations. Rule for the inverse probability
Feb. - 2024	
1. week	Theoretical distribution: Probability function constants of binomial distribution, constants and utility of poisson distribution, properties of Normal distribution. Relation between normal and Poisson distribution.
2. week	Theoretical distribution: Probability function constants of binomial distribution, constants and utility of poisson distribution, properties of Normal distribution. Relation between normal and Poisson distribution
3. week	Theoretical distribution: Probability function constants of binomial distribution, constants and utility of poisson distribution, properties of Normal distribution. Relation between normal and Poisson distribution
4. week	Theoretical distribution: Probability function constants of binomial distribution, constants and utility of poisson distribution, properties of Normal distribution. Relation between normal and Poisson distribution
5. week	Theoretical distribution: Probability function constants of binomial distribution, constants and utility of poisson distribution, properties of Normal distribution. Relation between normal and Poisson distribution
6. week	<u>Test</u> <u>Assignment</u>
March.-2024	
1. week	Index numbers-uses, types of index numbers, problems in the constructions of index number, methods of construction price and quantity index by different methods- simple and weighted tests of consistency unit test, time and factor reversal test
2. week	Index numbers- uses, types of index numbers, problems in the constructions of index number, methods of construction price and quantity index by different methods- simple and weighted tests of consistency unit test. time and factor reversal test
3. week	Index numbers- uses, types of index numbers, problems in the constructions of index number, methods of construction price and quantity index by different methods- simple and weighted tests of consistency unit test, time and factor reversal test. <u>Test.</u> <u>Assignment</u>

4. week	Index numbers- uses, types of index numbers, problems in the constructions of index number, methods of construction price and quantity index by different methods- simple weighted tests of consistency unit test, time and factor reversal test
April. - 2024	
1. week	Time series: Components and models of time series, Measurement of trend by different methods- graphic method, least square method, analysis of time series.
2. week	Time series: Components and models of time series, Measurement of trend by different methods- graphic method, least square method, analysis of time series.
3. week	Time series: Components and models of time series, Measurement of trend by different methods- graphic method, least square method, analysis of time series.
4. week	Time series: Components and models of time series, Measurement of trend by different methods- graphic method, least square method, analysis of time series.
May. - 2024	
1. week	Revision and Test
2. week	Revision and Test

[Signature]

Name: Pardeep Kumar
 Class: B.Com 2nd Year 4th sem.
 Subject: Retail Management

Jan. - 2024	Topics
1. week	Meaning, nature and scope of retailing
2. week	Theories and Models in Retail
3. week	Retail strategic planning and operations management
4. week	Primary retailing strategies (planning location of retail business)
Feb. - 2024	
1. week	Merchandise planning and retail communication
2. week	Security issues in retailing
3. week	Store design
4. week	Store layout
	Test
	Assignment
March.- 2024	Topic
1. week	Organization structure in retail institutions
2. week	Application of information technology in retailing
3. week	Foreign direct investment in retail
	Test
	Assignment
4. week	Retail store management, material handling and energy management
April. - 2024	
1. week	Retail pricing
2. week	Logistics in retail
3. week	Human resource management in retailing
4. week	Understanding retail customer
May. - 2024	
1. week	Revision and Test
2. week	Revision and Test

1. week

2. week

3. week

4. week

1. week

2. week

3. week

4. week

1. week

2. week

3. week

4. week

1. week

2. week

3. week

4. week

Name: Pardeep Kumar
 Class: B.Com 1st Year 2nd sem.
 Subject: Business Environment

Lesson-Plan(2023-24)

Jan. - 2024

Topics

- | | |
|---------|--|
| 1. week | Business Environment – Concept, Component's and Importance |
| 2. week | Economic Environment of Business |
| 3. week | Socio cultural Environment of Business |
| 4. week | Political and Legal environment affecting business.
Political and Legal environment affecting business.
Global Business environment and its impact |

Feb. - 2024

- | | |
|---------|--|
| 1. week | Globalization
Foreign investment in India |
| 2. week | World trade organization and trading blocks
Multinational corporation |
| 3. week | Foreign trade and balance of payments
Economic systems |
| 4. week | Economic systems
Economic reforms |

Test

Assignment

March.- 2024

- | | |
|---------|--|
| 1. week | Economic reforms
Monetary policy of India |
| 2. week | Monetary policy of India
Fiscal policy of India |
| 3. week | Fiscal policy of India
Privatization in India |

Test

Assignment

- | | |
|---------|---|
| 4. week | Privatization in India
Public sector enterprises |
|---------|---|

April. - 2024

- | | |
|---------|--|
| 1. week | Public sector enterprises
Micro, small and medium enterprises |
| 2. week | Micro, small and medium enterprises
Social responsibility of business and business ethics |
| 3. week | Social responsibility of business and business ethics
Social audit |
| 4. week | Corporate Governance |

May. - 2024

- | | |
|---------|-------------------|
| 1. week | Revision and Test |
| 2. week | Revision and Test |

LESSON PLAN (23-24) Even Semester

Name - Smt Meena Pannu

Class / Subject - B. Com. IIIrd / GST

Month	Week	Topic
Jan 2024 1st Assign- Collected	1st week	Tax Structure in India
	2nd "	Overview of GST
	3rd "	Taxable Event and Scope of Supply under GST
	4th "	Registration
Feb. 2024 2nd Assign Collected	1st "	Levy and Collection of Tax
	2nd "	Small Taxable Persons: Exemptions and Composition Scheme
	3rd "	Time of Supply
	4th "	Place of Supply
March 2024 Unit Test	1st "	Value of Taxable Supply
	2nd "	Input Tax Credit
	3rd "	Tax Invoice, Credit and Debit Notes
	4th "	— Holi Break —
April 2024 Oral Test	1st "	Returns and Assessment
	2nd "	Payment of Tax
	3rd "	Offences and Penalties
	4th "	— <u>Revision</u> —

M Pannu

LESSON PLAN (23-24)

Even Semester

Smt Meena Pannu

Subject - B.Com IInd / Auditing

Month	Week	Topic
Jan. 2024 1st Assign. Collected	1st week	Meaning, Features, Advantages etc...
	2nd "	Objectives, Importance and Limitations of Auditing.
	3rd "	Types of Audit
	4th "	Audit Process and Audit Programme
Feb. 2024 2nd Assign Collected	1st "	Audit Documentation and Evidence
	2nd "	Internal Control, Internal Check and Internal Audit.
	3rd "	Routine Checking and Vouching
	4th "	Verification of Assets and Liabilities.
March 2024 Unit Test	1st "	Company Auditor
	2nd "	Audit of Banks
	3rd "	Audit Report
	4th —	— Holi Break — — —
April 2024	1st "	Investigation
	2nd "	Professional Ethics of Auditing
	3rd "	Revision —
	4th "	Revision — 

Lesson Plan (Session Jan 2024 to Apl 2024)

Name of Teacher: Nirmala.R
Class: B.Com. I

Semester: II
Paper: Financial Accounting II

Month/Week	Topic
Jan	
I	Basics of accounting
II	Introduction, Syllabus Discussion, Branch Accounts
III	Dependent Branch, Debtors System, Stock & Debtors System
IV	Final Accounts System, Wholesale Branch, Test & Revision
Feb	
I	Hire Purchase Contract, Assignment-1
II	Royalty account. Test & Revision
III	Record for goods of substantial sale value, Test & Revision
IV	Partnership Accounts, Adjustment after closing accounts
Mar	
I	Goodwill, Joint life policy, Change in profit sharing ratio
II	Test & Revision, Assignment-2, Admission of a Partner
III	Admission & Retirement, Death of a partner
IV	Holi Break
Apl	
I	Dissolution of Partnership Firm, G.D
II	Joint venture account, Test
III	Consignment account, Revision & Test
IV	Hire purchase and instalment, Revision & Test



Lesson Plan (Session Jan 2024 to Apl 2024)

Name of Teacher: Nirmala.R
Class: B.Com. III

Semester: III
Paper: Investment Mgt

Month/Week	Topic
Jan	
I	Basics of investment, Where & Why we invest.
II	Investment Management: Meaning, Nature and Importance of Investment Management,
III	Investment Process, Speculation v/s Investment G.D.
IV	Gambling v/s Investment Objectives, Concept of Return and Risk: Calculation, Tradeoff between Return and Risk.
Feb	
I	Financial Markets: Meaning and Functions, Test
II	Capital Market, Money Market, Assignment-1
III	Real Estate, Other Investment Avenues G.D.
IV	New Issue Market, Secondary Market, SEBI and its Regulations
Mar	
I	Investment Avenues: Post Office Small saving Schemes, Bank Deposits, Insurance Schemes, Test
II	Company Bonds & Deposits, Mutual Fund Schemes
III	Security Avenues: Meaning and Objectives
IV	Holi Break
Apl	
I	Fundamental Analysis: Economy, Assignment-2
II	Analysis, Industry Analysis and Company Analysis
III	Revision & Test
IV	Revision & Test

Lesson Plan (Session Jan 2024 to Apl 2024)

Name of Teacher: Nirmala.R
Class: B.Com. I

Semester: II
Paper: Organisational Behaviour

Month/Week	Topic
Jan	
I	Introduction, Syllabus Discussion, O.B-Concepts & Significance, Nature, concepts, Scope.
II	Approaches of O.B, Personality-Meaning and Determinants, Characteristics, Traits.
III	Theories, Types of Personality, Test & Revision.
IV	Perception-Nature, Process, Factors Affecting, Assignment-1
Feb	
I	Perception -Importance, Nature, Factors, Managing Perceptual process, Test & Revision.
II	Learning- Nature, Concepts, Scope, Theories, Principles, Significance.
III	Stress management-Features, Symptoms, Strategies, Types, Causes and Techniques to remove stress.
IV	Group and Group Dynamics; Types, Concept, Group Norms, Group Cohesion, Inter-Group Behavior, Test & Revision, Assignment-2.
Mar	
I	Group Decision-Making; Team: Types Effective Team, G.D.
II	Transactional Analysis; Features, Ego States and Different Strokes, Concept of Interpersonal Behavior: Essential Interpersonal Competencies for Managers, Importance, Test & Revision.
III	Organisational Culture-Characteristics, Functions, Types, Symptoms of weak culture G.D.
IV	Holi Break
Apl	
I	Organisational Climate & Health-Characteristics, Factors Revision & Test.
II	Team Building and Managing
III	Revision & Test
IV	Revision & Test

	marketing, marketing management, marketing mix. Analysis of marketing environment, internal environment, external environment. Demographic, socio-cultural, political, economic, natural, technological, and legal.	1 st week of Jan to 2 nd week of Feb	
2	Market Segmentation: concept & bases of market segmentation, understanding consumer behaviour	2 nd week of Feb to 2 nd week of March	1 st Assignment on the last week of March
3	Product: meaning, classifications, product mix and product line decisions, product life cycle, new product development process, branding, packaging, labelling	2 nd week of March to 4 th week of March	Minor test in second week of March
4	Pricing: pricing objectives, factors influencing pricing, pricing strategies, Promotions: elements of promotion mix.	1 st Week of April to 3 rd week of April	2 nd Assignment on the last week of March
5	Distribution channel: meanings, types, role and factors affecting choice of distribution channel.	4 th Week of April	

Unit wise lesson plan for the Even Semester 2023-24

Teacher:	Anil Kumar	Class:	B.Com. 2 nd
Subject:	Company Law		
Sr. No.	Description of Chapters/Tops	Expected Duration	Assignment
1	Meaning and Nature of Company, Kinds of Companies, Formation and Incorporation of Company	1 st week of Jan to 4 th week of Jan	
2	M Memorandum and Articles of Association, Prospectus	1 st week of Feb to 3 rd week of Feb	
3	Legal Position, Qualification, Appointment, Removal, Power & Duties of Directors and Managers	4 th Week of Feb to 2 nd Week of March	1 st Ass on the last week of March
	Meetings: Kind of Meetings, Requisites, Authority, Notices, Agenda, Quorum, Chairperson	3 rd week of March to 4 th week of March	Minor test
	Inspection and Investigation	1 st Week of April to 3 rd week of April	2 nd Ass on the last week of March
	Prevention of oppression & mismanagement, compromise & arrangement, Reconstruction and Amalgamation, Winding Up	4 th Week of April	

Govt. College Nalwa**Lesson Plan**

Unit wise lesson plan for the Even Semester, 2023-24

Teacher:

Anil Kumar

Subject:

Income Tax - II

Class:

B. Com-III

Semester:

6th

Sr. No.	Description of Chapters/Topics	Expected Duration	Assignment/Test
1	Computation of Total Income and Tax Liability of Various Entities	1 st week of Jan to 2 nd week of Feb	
2	Rebate and Relief, Advance Tax and TDS & TCS	3 rd Week of Feb to 4 th Week of Feb	1 st Assignment in the last week of March
3	Income Tax Authorities and their powers	1 st week of March to 2 nd week of March	Minor test in the second week of March
4	Recovery and Refund of Tax	3 rd week of March	
5	Penalties and Prosecutions, Appeals and Revision, Search, Seizure	4 th week of March	2 nd Assignment in the last week of March
6	Procedure for Assessment, Different types of Returns, E-filing and Revised Return	1 st Week of April to 3 rd week of April	
7	Assessment of Companies, Tax Incidence	4 th Week of April	

*Anil Kumar***Govt. College Nalwa****Lesson Plan**

Unit wise lesson plan for the Even Semester, 2023-24

Subject: **Financial Services**Class: **B. Com-III 6th Sem**

Sr. No.	Description of Chapters/Topics	Expected Duration	Assignment/Test
1	Introduction to Financial Services	1 st week of Jan to 2 nd week of Feb	
2	Merchant Banking	3 rd Week of Feb to 4 th Week of Feb	1 st Assignment in the last week of March
3	Fund based financial services	1 st week of March to 2 nd week of March	Minor test in the second week of March
4	Fee based Financial Services	3 rd week of March	2 nd Assignment in the last week of March

*Anil Kumar***ANIL KUMAR**
(Asst. Professor of Commerce)