

Lesson Plan for B.com 1st Year

Session: 2023-24

Name: Dr. Geeta

Subject: Financial Accounting

Month	Week	Description
January	Week 1	Hire Purchase System
	Week 2	Hire Purchase System
	Week 3	Hire Purchase System
	Week 4	Installment Payment Systems
	Week 5	Installment Payment Systems
February	Week 1	Installment Payment Systems
	Week 2	Branch Accounts (including foreign branch)
	Week 3	Branch Accounts (including foreign branch)
	Week 4	Departmental Accounts
March	Week 1	Amalgamation and sale of partnership firms
	Week 2	Dissolution of Partnership Firm- Insolvency of Partners (including Garner v/s Murrey Rule)
	Week 3	Dissolution of Partnership Firm- Insolvency of Partners (including Garner v/s Murrey Rule)
April	Week 1	Gradual Realization and Piecemeal Distribution
	Week 2	Joint-Venture Account
	Week 3	Royalty Account
	Week 4	Revision with test

Lesson Plan for B.com 2nd Year
Session: 2023-24

Name: Dr. Geeta

Subject: Corporate Law

Month	Week	Description
January	Week 1	Depository System –meaning and importance
	Week 2	Shares: -; Types of shares; Allotment of Shares;; Transfer and Transmission of shares
	Week 3	Paperless Trading – Benefits and Procedure; Need for educating investors Share capital: - Meaning and forms of capital; Alteration of share capital
	Week 4	Paperless Trading – Benefits and Procedure; Need for educating investors Share capital: - Meaning and forms of capital; Alteration of share capital
	Week 5	Paperless Trading – Benefits and Procedure; Need for educating investors Share capital: - Meaning and forms of capital; Alteration of share capital
February	Week 1	Reduction of share capital, Further issue of share capital; Rights of pre-emption of shares.
	Week 2	Shareholders and Members: Difference between Shareholders and members
	Week 3	Modes of acquiring membership; termination of membership; who may be members? Rights and Liabilities of members.
	Week 4	Meeting of Company: - Essentials of valid meeting
March	Week 1	Meeting of Company: - Essentials of valid meeting
	Week 2	Meetings of Shareholders: - Annual general meeting; Extra-ordinary general meeting, Meetings of board of directors
	Week 3	Proxy; Voting, Notice, Agenda and Minutes of meetings and Directors: - Duties, Powers, Liabilities
April	Week 1	Appointment and removal of directors
	Week 2	Winding Up: - Meaning; Winding up by the Tribunal-Petition for winding up Voluntary winding up,
	Week 3	Powers and Duties of company Liquidator and Consequences of winding up
	Week 4	Presentation and Revision with test

Geeta

Lesson Plan for B.com 2nd Year
Session: 2023-24

Name: Dr. Geeta

Subject: Marketing Management

Month	Week	Description
January	Week 1	Introduction: Nature, Scope, Importance of marketing; Marketing concepts- Traditional and Modern
	Week 2	Market Segmentation: Concept, Importance and basis of market segmentation
	Week 3	Market Segmentation: Concept, Importance and basis of market segmentation.
	Week 4	Consumer Behavior: - Nature, Scope, Importance
	Week 5	Factors affecting buyer behavior
February	Week 1	Product Planning and Development: - Importance and scope of product Planning in marketing; Stages of New product development
	Week 2	Product Lifecycle: - Stages of Product life cycle; factors affecting product life cycle.
	Week 3	Branding and Trademark: - Difference between brand and trademark; advantages and criticism of branding; types of branding
	Week 4	Brand Polices and Strategies
March	Week 1	Pricing: - Meaning; Importance, Factors affecting pricing, pricing objectives
	Week 2	Types of price policy and pricing strategies.
	Week 3	Advertising: - Concept; Importance and criticism of advertising
April	Week 1	Media of advertising; Evaluating advertising effectiveness
	Week 2	Sales Promotion: - Importance, Methods Functions and Publicity
	Week 3	Presentation
	Week 4	Revision with test



Lesson Plan for B.com 3rd Year
Session: 2023-24

Name: Dr. Geeta

Subject: Cost Accounting

Month	Week	Description
January	Week 1	Process Costing . Meaning; Uses; Preparation of process account, Treatment of Normal Wastage
	Week 2	Abnormal Wastage, Abnormal Effectiveness; Treatment of opening and closing stock (Excluding work in Progress): Joint - Product and By - Product: Main methods of apportionment of Joint cost, Inter process profits
	Week 3	Contract Costing – meaning, main features
	Week 4	Preparation of contract account
	Week 5	Escalation clause; Contract near completion
February	Week 1	Cost plus contract, Job and batch costing
	Week 2	Budgetary control – meaning of budget and budgetary control, budgetary control as a management tool, limitations of budgetary control, Forecasts and budgets
	Week 3	Installation of budgetary control system, classification of budgets, fixed and flexible budgeting,
	Week 4	Performance budgeting, zero based budgeting, Responsibility accounting
March	Week 1	Standard Costing: meaning, limitations, standard costs and budgeted costs, determination of standard cost, cost variances, direct material and direct labour only
	Week 2	Marginal costing, Absorption costing, Marginal cost
	Week 3	Cost volume Profit analysis
April	Week 1	BEP Analysis, Key factor, BE chart, angle of incidence
	Week 2	Concept of decision making and steps involved, Determination of sales mix, make or buy Decisions
	Week 3	Presentation
	Week 4	Revision with Test

Geeta

Lesson Plan for B.com 3rd Year
Session: 2023-24

Name: Dr. Geeta

Subject: Auditing

Month	Week	Description
January	Week 1	Auditing: Meaning, objectives
	Week 2	Importance and types of Auditing
	Week 3	Audit Process: internal control, internal check & internal audit, audit programmer
	Week 4	Audit Process: internal control, internal check & internal audit
	Week 5	Audit programmer
February	Week 1	Audit Procedure : Routine checking
	Week 2	Vouching and Verification & valuation of assets & liabilities
	Week 3	Audit of Public Company : Qualification, Appointment of company Auditors,
	Week 4	Powers, duties and Liabilities of Auditors
March	Week 1	Audit of depreciation and reserves
	Week 2	Divisible profits & dividends
	Week 3	Audit Report and Investigation
April	Week 1	Audit Report: Meaning, objectives, contents and types.
	Week 2	Investigation: Meaning, Nature and objectives.
	Week 3	Presentation and test
	Week 4	Revision



Lesson Plan for B.com 3rd Year
Session: 2023-24

Name: Dr. Geeta

Subject: International Marketing

Month	Week	Description
January	Week 1	International Marketing: Nature and Concept; Domestic Vs International Marketing
	Week 2	Opportunities and Challenges for marketing in International Environment Foreign market selection and entry modes
	Week 3	Product Planning
	Week 4	Pricing: International product life cycle research and information
	Week 5	Product designing and packaging
February	Week 1	Pricing process and methods
	Week 2	International price quotations and payment terms.
	Week 3	International Distribution: Channel structure and selection decisions
	Week 4	Managing channel conflicts; Selection and appointment of foreign sales agents
March	Week 1	Basic export procedure and documentation
	Week 2	Basic export procedure and documentation
	Week 3	Product Promotion: Methods of International product Promotion
April	Week 1	Challenges in International advertising and media strategy
	Week 2	Web marketing and Organising trade fairs and exhibitions
	Week 3	Presentation
	Week 4	Revision with Test

