

LESSON PLAN

(DEPARTMENT OF COMMERCE & MANAGEMENT)

B.Com (Aided)
B.Com (SFS)
M.Com
BBA

SESSION 2026-2027
(ODD SEMESTER)

S. No.	Faculty Name
1	Dr. Rekha Goel
2	Ms. Amita Dureja
3	Dr. Sudesh kumari
4	Dr. Rajesh kumari
5	Ms. Leena
6	Ms.Rekha Barak
7	Ms. Komal Malhotra
8	Ms. Madhu Saitya
9	Ms. Rekha Gulati
10	Ms. Seema Behl
11	Dr. Rina Parshad
12	Ms. Suman Lata Yadav
13	Dr. Monika Bhatia
14	Dr. Sakshi Goyal
15	Ms. Rachna Poswal
16	Ms. Neeru Siwas
17	Ms. Soni Verma
18	Dr. Monika Singla
19	Dr Monika Poswal
20	Dr. Kunika Arora
21	Dr. Preeti Vijay
22	Ms. Leena Bhatia
23	Ms. Rachna
24	Ms. Samina
25	Ms. Pooja Gupta
26	Ms. Nalnee
27	Ms. Priti Malik
28	Ms. Sonam yadav
29	Ms. Mamta
30	Ms. Gunjan Aneja
31	Ms. Vinita Yadav

K.L MEHTA DAYANAND COLLEGE FOR WOMEN, FARIDABAD LESSON PLAN
(ODD SEMESTER)
2026-2027

Name of the Assistant Professor: Dr. Rekha Goel Class And Section: B.com Pass 3rd sem A,B Subject: Business Law	
Week 1	Introduction to Mercantile Law
Week 2	ASSIGNMENT and Valid contract and its elements
Week 3	Proposal, Acceptance and Revocation
Week 4	CLASS TEST , Contractual Capacity of Parties
Week 5	Free consent of Parties
Week 6	ASSIGNMENT and Lawful Consideration and object
Week 7	Agreements Expressly declared Void
Week 8	CLASS TEST , Legal Formalities-written and registered
Week 9	Contingent Contracts
Week 10	Performance of Contracts
Week 11	Discharge of contract Implied, Quasi or constructive contracts
Week 12	MOCK TEST and Consequences of Breach of contract, Contracts of Indemnity and Guarantee
Week 13	Contracts of Bailment and Pledge
Week 14	Consumer protection Act
Week 15	REVISION

Name of the Assistant Professor: Dr. Rekha Goel

Class And Section: Sec F 5th sem

Subject: Entrepreneurship Development

Week 1	Understanding the fundamental concepts, process and dimensions of entrepreneurship
Week 2	Influencing factors of entrepreneurship , creativity and Innovation
Week 3	Types of entrepreneurship and Family business ,women entrepreneurship , corporate entrepreneurship
Week 4	Assignment Marketing Assistance. Technology support. Role f Of government. Institutions , industries
Week 5	Financial support concepts, role and function , startup finance , venture capital, private equity fund
Week 6	Test and Initiatives of Government of India to promote entrepreneurship
Week 7	MSME and entrepreneurship Development role , features, importance Indian economy along with government schemes for their Development
Week 8	Role and Trade Association and self-help Groups for promotion of entrepreneurship
Week 9	MSME development Act 2006 and institutional framework for MSMEs, competitiveness of MSME
Week 10	Understanding and analyzing the business opportunities, importance of writing Business plan, content of business plan
Week 11	Revision,doubts,Test
Week 12	Mock Test
Week 13	Designing business processes, location layout planning and control
Week 14	Preparation of project report
Week 15	Revision

Name of the Assistant Professor: Ms. Amita Dureja
Class And Section: B.com A,B,E 5th Sem
Subject: Accounting for Managerial Decision

Week 1	Unit 1- Managerial Accounting - An Introduction
Week 2	Unit 2- Cash Flow Statement
Week 3	Unit 2- Cash Flow Statement Continue and Test of Unit -2
Week 4	Unit 3 - Marginal costing , Meaning, Advantages, Disadvantages, Assumptions
Week 5	Unit 3 - CVP Analysis , Profit Volume Chart, Angle of Incidence
Week 6	Unit 3 - Break Even Analysis , Break even Chart , Concept of Key Factor
Week 7	Unit 4 - Standard Costing , Material Variance
Week 8	Unit 4 - Standard Costing, Labor Variance
Week 9	Unit 4 - Standard Costing, Overhead variance
Week 10	Unit 4 - Standard Costing, Sales Variance
Week 11	Unit 5 - Management Reporting System and Test of Unit - 3
Week 12	Mock Test
Week 13	Unit 2- Accounting for Price level Changes
Week 14	Unit 2 - Accounting for Price Level Changes
Week 15	Revision

Name of the Assistant Professor: Dr. Sudesh kumari Class And Section: B.com 3rd sem sec-A Subject: Corporate Accounting	
Week 1	Issue of Share
Week 2	ASSIGNMENT and Forfeiture of shares, Pro rata allotment of shares
Week 3	Practical Questions, Buy back of shares, Right issue of shares
Week 4	CLASS TEST , Redemption of Preferences Shares Forfeiture of Shares
Week 5	Issue of Debentures
Week 6	ASSIGNMENT and Valuation of Goodwill
Week 7	Valuation of Shares
Week 8	CLASS TEST , Profit and loss prior to incorporation and subsequent to incorporation
Week 9	Final Accounts of Companies
Week 10	Schedule Iii for preparing Balance sheet and Statement of Profit and Loss A/C
Week 11	Practical questions, Doubts,
Week 12	MOCK TEST and Redemption of Debentures
Week 13	Methods of Redemption of Debentures
Week 14	Practical questions and doubts
Week 15	REVISION

Name of the Assistant Professor: Dr. Sudesh Kumari Class And Section: Sec F 5th sem Subject: Entrepreneurship Development	
Week 1	Understanding the fundamental concepts, process and dimensions of entrepreneurship
Week 2	Influencing factors of entrepreneurship , creativity and Innovation
Week 3	Types of entrepreneurship and Family business ,women entrepreneurship , corporate entrepreneurship
Week 4	Assignment Marketing Assistance. Technology support. Role f Of government. Institutions , industries
Week 5	Financial support concepts, role and function , startup finance , venture capital, private equity fund
Week 6	Test and Initiatives of Government of India to promote entrepreneurship
Week 7	MSME and entrepreneurship Development role , features, importance Indian economy along with government schemes for their Development
Week 8	Role and Trade Association and self-help Groups for promotion of entrepreneurship
Week 9	MSME development Act 2006 and institutional framework for MSMEs, competitiveness of MSME
Week 10	Understanding and analyzing the business opportunities, importance of writing Business plan, content of business plan
Week 11	Revision ,doubts ,Test
Week 12	Mock Test
Week 13	Designing business processes, location layout planning and control
Week 14	Preparation of project report
Week 15	Revision

Name of the Assistant Professor: Dr. Sudesh kumari
Class And Section: B.com Pass 3rd sem sec - C
Subject: Business Law

Week 1	Introduction to Mercantile Law
Week 2	ASSIGNMENT and Valid contract and its elements
Week 3	Proposal, Acceptance and Revocation
Week 4	CLASS TEST , Contractual Capacity of Parties
Week 5	Free consent of Parties
Week 6	ASSIGNMENT and Lawful Consideration and object
Week 7	Agreements Expressly declared Void
Week 8	CLASS TEST , Legal Formalities-written and registered
Week 9	Contingent Contracts
Week 10	Performance of Contracts
Week 11	Discharge of contract Implied, Quasi or constructive contracts
Week 12	MOCK TEST and Consequences of Breach of contract, Contracts of Indemnity and Guarantee
Week 13	Contracts of Bailment and Pledge
Week 14	Consumer protection Act
Week 15	REVISION

Name of the Assistant Professor: Dr. Rajesh kumari Class And Section: B.Com 1st Year (SFS) Sec - D Subject: Business Statistics	
Week 1	Introduction to Statistics: Origin, Meaning, Definition, Scope, Functions, Uses and Limitations
Week 2	ASSIGNMENT and Collection of Data: Primary and Secondary, Classification of data: Methods , Frequency Distribution
Week 3	Presentation of Data: Tabulation of data, graphically and diagrammatic presentation.
Week 4	CLASS TEST , Measures of Central Tendency: Mean, Median, Partition Values – Quartile, Decile and Percentile
Week 5	Measures of Central Tendency: Mode, Geometric Mean, Harmonic Mean Statistics and Collection of Data
Week 6	ASSIGNMENT and Measures of Dispersion: Range, Inter-quartile Range and Quartile deviation, Mean deviation, Standard deviation
Week 7	Measures of Dispersion: Coefficient of variation, Lorenz Curve. Measures of Skewness: Karl Pearson's Method Bowley's Method , Kelly's Method
Week 8	CLASS TEST , Moments and Measures of Kurtosis Index numbers: Meaning, Definition, Uses, Limitations, Types, Problems
Week 9	Index Numbers: Methods of Constructing index numbers
Week 10	Index numbers: Specific problems regarding construction of index numbers
Week 11	Probability: Introduction, Addition theorem and of Measures of Central Tendency
Week 12	MOCK TEST and Probability: Conditional Probability and Multiplication Theorem
Week 13	Probability: Bayes' Theorem and Its Application
Week 14	Probability: Bayes' Theorem and Its Application
Week 15	REVISION

Name of the Assistant Professor: Dr. Rajesh Kumari Class And Sec: M.com 1st Year Subject: Accounting For Managerial Decisions	
Week 1	Overview of Management Accounting
Week 2	ASSIGNMENT and Concepts of Financial Statements in details
Week 3	Ratio Analysis : meaning, Objectives, Limitations and Types of Ratio
Week 4	CLASS TEST , Valuation of assets,
Week 5	Cash Flow Statement : Objectives, Limitations and Accounting procedure
Week 6	ASSIGNMENT and Accounting For Price Level Changes Marginal Costing: Meaning, Advantages, Marginal Costing and Absorption Costing
Week 7	Cost Profit – Volume Analysis , Break Even Point, Margin of Safety, P/V Ratio
Week 8	CLASS TEST , Concepts of Key Factor – Break Even chart and its Types,
Week 9	Capital Budgeting : Meaning, Nature, Need, Importance, The Appraisal Method
Week 10	Capital Rationing
Week 11	Standard Costing : Meaning, Advantages, Limitations
Week 12	MOCK TEST and Setting of Standards , Variance Analysis including Material Variance
Week 13	Labor Variance
Week 14	Overhead Variance
Week 15	REVISION

Name of the Assistant Professor: Dr. Rajesh Kumari Class : B.Sc (home sci & life sci) Subject: Corporate Governance	
Week 1	Corporate governance –meaning , objectives, &importance
Week 2	Evolution of corporate governance in India and globally Assignment -1
Week 3	Theories of corporate governance : agency theory and stakeholder theory Test-1
Week 4	Stewardship theory and Resource dependence theory
Week 5	Corporate failures and need for governance reforms
Week 6	Corporate social responsibility: meaning , importance, regulatory framework
Week 7	Business ethics and ethical decision making Presentation
Week 8	Corporate misconduct and fraud Case study
Week 9	Role of governance in fraud prevention
Week 10	Whistle blowing mechanism and legal protection Test-2
Week 11	Whistle blower types and policy
Week 12	MOCK TEST
Week 13	Whistle blowing and corporate governance
Week 14	Whistle blower legislations across countries
Week 15	REVISION

Name of the Assistant Professor: Ms. Leena Class And Section: UG 2nd Year Subject: Web Designing (MDC)	
Week 1	Introduction: Concept of Web Design
Week 2	ASSIGNMENT Web Servers; Hypertext Transfer Protocol, URLs
Week 3	Searching and Web Casting Techniques; Search Engines and Search Tools
Week 4	CLASS TEST Domain Name System, Home Page, Web page and Website
Week 5	Web Publishing: Hosting your Site; Internet Service Provider; Phases of Planning and designing your Website
Week 6	Steps for developing your Site; Choosing the contents; Web Development: Introduction to HTML
Week 7	Hypertext and HTML; HTML Document Features; HTML command Tags; Headers; Text styles; Text Structuring; Text colors and Background; Formatting text.
Week 8	CLASS TEST List: Definition and types of Lists - Ordered and Unordered, Table Creation and Layouts
Week 9	Images; Inserting Graphics; Frame Creation and Layouts; Creating Links; Basic Concepts, Properties,
Week 10	Working with Forms and Menus; Working with Radio Buttons and Check Boxes
Week 11	Text Boxes; Page layouts. Unit–IV Cascading Style Sheets (CSS), Creation of Style Sheets. Common Tasks with CSS: Text, Fonts, Margins
Week 12	MOCK TEST
Week 13	Links, Tables, Colors. Marquee. Mouse Overs. Filters and Transitions. Adding Links. Adding Tables. Adding Forms.
Week 14	Adding Image and Sound. Use of CSS in HTML Documents, Linking and Embedding of CSS in HTML.
Week 15	REVISION

Name of the Assistant Professor: Ms. Leena

Class And Section: BBA 3rd Sem

Subject: Management Information System

Week 1	Basic concepts of MIS; meaning, nature and importance of MIS; types of MIS.
Week 2	Dimensions and components of Information Systems (IS); benefits of MIS.
Week 3	IT infrastructure: meaning and components; IT infrastructure evolution.
Week 4	New approaches for system building in the digital firm era; unit recap.
Week 5	Objectives of the database approach; characteristics of Database Management Systems (DBMS).
Week 6	Data processing system; components of DBMS packages.
Week 7	Database administration; Entity–Relationship (conceptual) model.
Week 8	MIS applications; Decision Support System (DSS); Group Decision Support System (GDSS).
Week 9	DSS applications in e-enterprise; Knowledge Management System (KMS); Knowledge-Based Expert System.
Week 10	Enterprise Model System; E-Business; E-Commerce; E-Communication.
Week 11	Business Process Reengineering (BPR); revision and discussion of Unit 3.
Week 12	Revision / Assessment Mock Test; discussion of answers and clarification of doubts.
Week 13	Objectives of project management; fundamentals of project management information systems; agile methodologies.
Week 14	Introduction to Scrum; Scrum roles and meetings; user stories; project risk and controlling risk factors.
Week 15	Ethical, social and political issues in the information era; overall revision.

Name of the Assistant Professor: Ms. Leena Class & Section: Minor B.Com E &F section & BBA Subject: Database Design and MySQL	
Week 1	Introduction to Database Systems: definition, purpose and types of databases; flat-file vs. relational databases. Applications of databases in healthcare, e-commerce, etc. Practical: identify real-world database applications.
Week 2	Components of a DBMS: storage engine, query processor and transaction manager. Role of DBMS in data management. Practical: overview of a DBMS environment and basic database operations.
Week 3	Relational Model Basics: tables, rows and columns; primary key, foreign key and candidate key. Integrity constraints: entity and referential integrity. Practical: create simple relational tables and define keys.
Week 4	Introduction to MySQL: MySQL as an RDBMS; MySQL architecture and installation. Practical: install/configure MySQL and create a database; basic MySQL commands.
Week 5	Entity-Relationship (ER) Modelling: entities, attributes and relationships. Relationship types: 1:1, 1:N and M:N. Practical: identify entities, attributes and relationships from case studies.
Week 6	ER diagram notation (Chen/UML) and case studies. Relational Schema Design: converting ER diagrams into relational tables. Practical: draw ER diagrams and convert them into relational schemas.
Week 7	Normalization: functional dependencies and database anomalies—insert, delete and update anomalies. First Normal Form (1NF) and Second Normal Form (2NF). Practical: normalize sample relations up to 2NF.
Week 8	Third Normal Form (3NF) and Boyce-Codd Normal Form (BCNF) with practical examples. Practical: identify functional dependencies and normalize relations up to BCNF.
Week 9	Structured Query Language (SQL): DDL commands—CREATE, ALTER and DROP tables. DML commands—INSERT, UPDATE and DELETE. Practical: create, modify and populate tables in MySQL.
Week 10	DQL: SELECT statement and clauses—WHERE and GROUP BY. JOIN operations and subqueries. Practical: write and execute SELECT, filtering, grouping, JOIN and subquery queries.
Week 11	Advanced SQL in MySQL: built-in functions—string, numeric and date/time functions; views; indexes; stored procedures. Transactions and concurrency: ACID properties, COMMIT and ROLLBACK. Practical query exercises.
Week 12	Database Optimization: query optimization using EXPLAIN and indexing strategies. Introduction to normalization vs. denormalization trade-offs. Practical: analyze query execution plans and create/use indexes.
Week 13	Security and Backup in MySQL: user management, roles and privileges; data encryption; backups (mysqldump) and recovery. Practical: create users/roles, grant privileges, take a backup and understand recovery.
Week 14	Integration and Scalability: connecting MySQL with applications; introduction to cloud databases; RDS and MySQL on Azure. Practical: discuss/ demonstrate database connectivity concepts and cloud database use cases.
Week 15	Revision: complete syllabus revision with emphasis on ER modelling, normalization, SQL/MySQL commands, advanced SQL, transactions, optimization, security, backup and cloud/integration concepts. Practice important questions and query-based exercises.

Name of the Assistant Professor: Ms. Leena Class And Section: B.com 3rd Sem Subject: Cyber Security & Artificial Intelligence	
Week 1	Overview of Cyber security: Concept of Cyber Security, Significance and its Fundamentals.
Week 2	ASSIGNMENT Cyber Security Techniques: Cryptography, Encryption, Firewalls, Passwords, Privacy, Digital Signatures, Issues and Challenges in Cyber Security.
Week 3	Regulations: Cyber Security Policies, Major Regulating Bodies, Compliance Requirements and Recent Government Initiatives in India.
Week 4	Overview of Cyber Crime: Concept of Cyber Crime, Definition of Cybercrime under IT Act 2000 Cyber Terrorism. Digital Forensics.
Week 5	. Classification of Cyber Crimes: Hacking and Malicious Code (Viruses, Time Bombs, Trojans, Malware, DOS, DDOS, Web Defacement, Phishing, Cloning),
Week 6	Financial Frauds and Social Engineering Attacks, Malware and Ransom ware Attacks, Zero-Day and zero-Click Attacks, Cyber Sulking, Cyber Bullying, and Cyber Pornography, Child Pornography, Cyber Laundering, Online Betting and Games,
Week 7	CLASS TEST Cyber Laws; Overview of IT Act 2000, Important Provisions, Reporting Cyber Crime, Investigation Techniques, Remedial Measures.
Week 8	Social Media Overview and Security: introduction to Social Network/Media,
Week 9	CLASS TEST , , Platforms of Social Media, Trends in Social Media (Deep Fakes, Sock puppets),
Week 10	Media Social Media Monitoring and Privacy: Hash tags, viral content, social media marketing, Managing Social Media Privacy & Security settings,
Week 11	Types of Social Flagging, and reporting of inappropriate content, Legal aspects of posting inappropriate content
Week 12	Overview of Artificial intelligence (AI): Meaning and Definition of AI, Emergence of AI in Modern IT world,
Week 13	, Need and significance of AI, Challenges and Opportunities of AI, AI in Commerce, AI in Cyber Security
Week 14	Chat Bots and Virtual Assistants: Boon or Bane, Artificial Intelligence vs. Ethics and Morality.
Week 15	REVISION

Name of the Assistant Professor: Rekha Gulati Class :-B.Com SFS Sec.- F Subject: Income Tax	
Week 1	Concept of Income Meaning of Income Tax Basic Concepts
Week2	Agricultural Income Concepts of Tax Evasion, Avoidance, Planning & Management
Week 3	Residential Status And Incidence of Tax Liability Test:-Residential Status
Week 4	Income From Salary Head
Week 5	Income From Salary Head
Week 6	Income From House Property Head Assignment:-Retirement Benefits under salary Head
Week 7	Income from Business and Profession Head Test:-House Property Head
Week 8	Income from Capital Gains Head
Week 9	Income from other Sources Head Test:-Capital Gains Head
Week 10	Set off and Carry forward of losses
Week 11	Deemed Incomes and Clubbing of Incomes
Week 12	MOCK TEST
Week 13	Exempted Incomes
Week 14	Doubt Classes
Week15	Revision

Name of the Assistant Professor: Rekha Gulati Class : M.Com (P) 1ST Sem. Subject: Corporate Tax	
Week 1	Concept of Corporate Tax Meaning of Company & Its Types Residential Status of Company and Incidence of Tax Liability
Week2	Various heads of Total Income Deductions from 80C-80U
Week 3	Computation of Tax Liability of Company & MAT Test:-Residential Status and Incidence of Tax Liability
Week 4	Assessment of Insurance Companies
Week 5	Assessment of charitable Institutions
Week 6	Assessment of Educational Institutions & Political Parties Assignment:- MAT
Week 7	Assessment of Non Residents Test: Assessment of charitable Institutions
Week 8	Advance rulings for Non Residents
Week 9	Assessment of Cooperative Societies
Week 10	Assessment of Cooperative Societies
Week 11	Assessment of Discontinued Business
Week 12	MOCK TEST
Week 13	Double Taxation Relief
Week 14	Doubt Classes
Week15	Revision

Name of the Assistant Professor: Rekha Gulati Class And Section: M.com (F) 3rd Sem. Subject: Quantitative Techniques	
Week 1	Meaning of quantitative Techniques, Scope, importance in business and economics Inferential and Descriptive Statistics Mean, Median and Mode
Week2	Measures of Dispersion Range, Mean Deviation Standard Deviation, Coefficient of Variation
Week 3	Meaning ,Types & Rules of Probability Approaches of Probability
Week 4	Binomial Distribution, Poisson Distribution
Week 5	Normal Distribution
Week 6	Sampling Methods, Sampling Error, Sampling Distribution Basic concepts and process of Hypothesis Testing
Week 7	Large Sample test-Z Test ,Small Sample Tests:-T Test, F Test Chi-Square Test
Week 8	Confidence Interval and Estimation of Population Parameters
Week 9	Correlation
Week 10	Regression Analysis
Week 11	Time Series Analysis
Week 12	MOCK TEST
Week 13	Linear Programming
Week 14	Decision Trees & Expected Monetary Value Approach
Week15	Revision

Name of the Assistant Professor: Ms. Rekha Gulati Class And Section: B.com 1st (D & F) Subject: Business Communication	
Week 1	Basics of communication
Week 2	Meaning and importance of effective communication
Week 3	Types of communication
Week 4	Barriers of communication
Week 5	Reading skills
Week 6	Class test-1 Types and barriers of communication
Week 7	Listening skills
Week 8	Note making
Week 9	Persuasive speaking
Week 10	Body language and gestures
Week 11	Class presentations
Week 12	MOCK TEST
Week 13	E-mailing, Business letter writing
Week 14	Practical work
Week 15	REVISION

Name of the Assistant Professor: Ms. Komal Malhotra Class And Section: M.Com 1st sem Subject: Organizational Behavior	
Week 1	Introduction to Organizational Behavior
Week 2	Learning
Week 3	Learning Organization, Ethics and ethical behavior
Week 4	Attitude Test - 1 Learning
Week 5	Personality
Week 6	Perception
Week 7	Group Dynamics Test 2 - Attitude
Week 8	Group Cohesiveness & Group Development
Week 9	Team Development
Week 10	Management of Conflict
Week 11	Organizational Development
Week 12	MOCK TEST
Week 13	Organizational Change
Week 14	REVISION
Week 15	REVISION

Name of the Assistant Professor: Komal Malhotra
Class :-B.Com SFS Sec.- A,C
Subject: Income Tax

Week 1	Concept of Income Meaning of Income Tax Basic Concepts
Week2	Agricultural Income Concepts of Tax Evasion, Avoidance, Planning & Management
Week 3	Residential Status And Incidence of Tax Liability Test:-Residential Status
Week 4	Income From Salary Head
Week 5	Income From Salary Head
Week 6	Income From House Property Head Assignment:-Retirement Benefits under salary Head
Week 7	Income from Business and Profession Head Test:-House Property Head
Week 8	Income from Capital Gains Head
Week 9	Income from other Sources Head Test:-Capital Gains Head
Week 10	Set off and Carry forward of losses
Week 11	Deemed Incomes and Clubbing of Incomes
Week 12	MOCK TEST
Week 13	Exempted Incomes
Week 14	Doubt Classes
Week15	Revision of Syllabus

Name of the Assistant Professor: Ms. Komal Malhotra Class and Section: B.Com (Pass) 3rd sem Subject: Minor - Business Policy and Strategy	
Week 1	Business Policy as field of study, nature and objectives of business Policy
Week 2	Strategic Management Process, Vision and Mission and Test – I
Week 3	Establishment of organization Direction, Corporate strategic Activation and Strategic Business Units
Week 4	Top Management Constituents, Board of directors, Sub- Committees, Chief executive Officer
Week 5	Tasks, responsibility and skill of top management, Corporate Governance and Assignment
Week 6	Formation of strategies, Nature of Company's Environment and its analysis - SWOT analysis
Week 7	Evaluating Multinational Environment and Identifying Corporate competence and resources
Week 8	Principles and rules of Corporate strategy and strategic excellence Position
Week 9	Strategic Analysis and Choice and Test – II
Week 10	BCG Matrix and GE Cell Nine Matrix
Week 11	Stop Light Strategic Model and Directional Policy Matrix Model
Week 12	MOCK TEST
Week 13	Grand strategy Selection Matrix and Model of Grand Strategy Dusters
Week 14	Behavioral Considerations affecting Strategic Choice and Contingency Approach to Strategic Choice
Week 15	REVISION

Name of the Assistant Professor: Ms.Madhu Saitya Class And Section: B.com C 5th Sem Subject: Accounting for Managerial Decision	
Week 1	Unit 1- Managerial Accounting - An Introduction
Week 2	Unit 2- Cash Flow Statement
Week 3	Unit 2- Cash Flow Statement Continue and Test of Unit -2
Week 4	Unit 3 - Marginal costing , Meaning, Advantages, Disadvantages, Assumptions
Week 5	Unit 3 - CVP Analysis , Profit Volume Chart, Angle of Incidence
Week 6	Unit 3 - Break Even Analysis , Break even Chart , Concept of Key Factor
Week 7	Unit 4 - Standard Costing , Material Variance
Week 8	Unit 4 - Standard Costing, Labour Variance
Week 9	Unit 4 - Standard Costing, Overhead Variance
Week 10	Unit 4 - Standard Costing, Sales Variance
Week 11	Unit 5 - Management Reporting System and Test of Unit - 3
Week 12	Mock Test
Week 13	Unit 2- Accounting for Price level Changes
Week 14	Unit 2 - Accounting for Price Level Changes
Week 15	Revision

Name of the Assistant Professor: Madhu Saitya
Class :-B.Com SFS Sec.- D,E
Subject: Income Tax

Week 1	Concept of Income Meaning of Income Tax Basic Concepts
Week2	Agricultural Income Concepts of Tax Evasion, Avoidance, Planning & Management
Week 3	Residential Status And Incidence of Tax Liability Test:-Residential Status
Week 4	Income From Salary Head
Week 5	Income From Salary Head
Week 6	Income From House Property Head Assignment:-Retirement Benefits under salary Head
Week 7	Income from Business and Profession Head Test:-House Property Head
Week 8	Income from Capital Gains Head
Week 9	Income from other Sources Head Test:-Capital Gains Head
Week 10	Set off and Carry forward of losses
Week 11	Deemed Incomes and Clubbing of Incomes
Week 12	MOCK TEST
Week 13	Exempted Incomes
Week 14	Doubt Classes
Week15	Revision

Name of the Assistant Professor: Ms. Seema Behl Class And Section: B.Com (SFS) D,E 3rd sem Subject: Corporate Accounting	
Week 1	Issue of Share
Week 2	Forfeiture of shares, Pro rata allotment of shares
Week 3	Practical Questions, Right issue of shares, Assignment
Week 4	Test of Forfeiture of Shares, Underwriting
Week 5	Issue of Debentures
Week 6	Accounts of Holding Company,
Week 7	Doubts of Accounts of Holding Company, Valuation of Shares
Week 8	Profit and loss prior to incorporation and subsequent to incorporation
Week 9	Final Accounts of Companies
Week 10	Schedule III for preparing Balance sheet and Statement of Profit and Loss A/C
Week 11	Practical questions, Doubts, test
Week 12	Redemption of Debentures
Week 13	Methods of Redemption of Debentures
Week 14	Practical questions and doubts
Week 15	REVISION

Name of the Assistant/Associate Professor: Ms. Seema Behl Class And Section: Sec F 5th sem Subject: Entrepreneurship Development	
Week 1	Understanding the fundamental concepts, process and dimensions of entrepreneurship
Week 2	Influencing factors of entrepreneurship , creativity and Innovation
Week 3	Types of entrepreneurship and Family business ,women entrepreneurship , corporate entrepreneurship
Week 4	Assignment Marketing Assistance. Technology support. Role f Of government. Institutions , industries
Week 5	Financial support concepts, role and function , startup finance , venture capital, private equity fund
Week 6	Test and Initiatives of Government of India to promote entrepreneurship
Week 7	MSME and entrepreneurship Development role , features, importance Indian economy along with government schemes for their Development
Week 8	Role and Trade Association and self-help Groups for promotion of entrepreneurship
Week 9	MSME development Act 2006 and institutional framework for MSMEs, competitiveness of MSME
Week 10	Understanding and analyzing the business opportunities, importance of writing Business plan, content of business plan
Week 11	Revision ,doubts ,Test
Week 12	Mock Test
Week 13	Designing business processes, location layout planning and control
Week 14	Preparation of project report
Week 15	Revision

Name of the Assistant Professor: Ms. Seema Behl Class And Section: B.Com (SFS) 3rd Sem sec. D& E Subject: Corporate Accounting	
Week 1	Issue of Share
Week 2	Forfeiture of shares, Pro rata allotment of shares
Week 3	Practical Questions, Right issue of shares, Assignment
Week 4	Test of Forfeiture of Shares, Underwriting
Week 5	Issue of Debentures
Week 6	Accounts of Holding Company,
Week 7	Doubts of Accounts of Holding Company, Valuation of Shares
Week 8	Profit and loss prior to incorporation and subsequent to incorporation
Week 9	Final Accounts of Companies
Week 10	Schedule III for preparing Balance sheet and Statement of Profit and Loss A/C
Week 11	Practical questions, Doubts, test
Week 12	Mock Test
Week 13	Redemption of Debentures
Week 14	Practical questions and doubts
Week 15	REVISION

Name of the Assistant Professor: Ms. Seema Behl Class and Section: B.Com (Pass) 3rd sem Subject: Minor - Business Policy and Strategy	
Week 1	Business Policy as field of study, nature and objectives of business policy
Week 2	Strategic Management Process, Vision and Mission and Test – I
Week 3	Establishment of organization Direction, Corporate strategic Activation and Strategic Business Units
Week 4	Top Management Constituents, Board of directors, Sub- Committees, Chief executive Officer,
Week 5	Tasks, responsibility and skill of top management, Corporate Governance and Assignment
Week 6	Formation of strategies, Nature of Company's Environment and its analysis - SWOT analysis,
Week 7	Evaluating Multinational Environment and Identifying Corporate competence and resources
Week 8	Principles and rules of Corporate strategy and strategic excellence position
Week 9	Strategic Analysis and Choice and Test - II
Week 10	BCG Matrix and GE Cell Nine Matrix
Week 11	Stop Light Strategic Model and Directional Policy Matrix Model
Week 12	MOCK TEST
Week 13	Grand strategy Selection Matrix and Model of Grand Strategy Dusters
Week 14	Behavioral Considerations affecting Strategic Choice and Contingency Approach to Strategic Choice
Week 15	REVISION

Name of the Assistant Professor: Ms. Rekha Barak Class And Section: B.Com(Aided) , Sem: 3rd, Sec - C Subject: Cost Accounting	
Week 1	Cost Accounting, introduction, elements, concepts classification.
Week 2	Material cost accounting, including material purchase and issue pricing.
Week 3	Material cost control: concept and techniques
Week 4	Labor cost accounting and methods of wage payment.
Week 5	Overhead: collection, classification and accounting for overhead.
Week 6	Allocation apportionment and absorption of overhead and machine hour rate method.
Week 7	Operation costing
Week 8	Unit or output costing introduction: cost sheet ,cost statement and production account, calculation of estimates tender and quotation price
Week 9	Numerical of output costing and reconciliation of cost and financial accounts
Week 10	Process costing including joint products and by- products
Week 11	Numerical of process costing and interposes profits
Week 12	MOCK TEST
Week 13	Contract costing
Week 14	Job and batch costing and cost audit
Week 15	REVISION

Name of the Assistant Professor: Ms. Rekha Barak Class And Section: B.com D 5th Sem Subject: Accounting for Managerial Decision	
Week 1	Unit 1- Managerial Accounting - An Introduction
Week 2	Unit 2- Cash Flow Statement
Week 3	Unit 2- Cash Flow Statement Continue and Test of Unit -2
Week 4	Unit 3 - Marginal costing , Meaning, Advantages, Disadvantages, Assumptions
Week 5	Unit 3 - CVP Analysis , Profit Volume Chart, Angle of Incidence
Week 6	Unit 3 - Break Even Analysis , Break even Chart , Concept of Key Factor
Week 7	Unit 4 - Standard Costing , Material Variance
Week 8	Unit 4 - Standard Costing, Labour Variance
Week 9	Unit 4 - Standard Costing, Overhead Variance
Week 10	Unit 4 - Standard Costing, Sales Variance
Week 11	Unit 5 - Management Reporting System and Test of Unit - 3
Week 12	Mock Test
Week 13	Unit 2- Accounting for Price level Changes
Week 14	Unit 2 - Accounting for Price Level Changes
Week 15	Revision

Name of the Assistant Professor: Ms. Rekha Barak Class and Section: B.Com (Pass) 3rd sem Subject: Minor - Business Policy and Strategy	
Week 1	Business Policy as field of study, nature and objectives of business policy
Week 2	Strategic Management Process, Vision and Mission and Test – I
Week 3	Establishment of organization Direction, Corporate strategic Activation and Strategic Business Units
Week 4	Top Management Constituents, Board of directors, Sub- Committees, Chief executive Officer,
Week 5	Tasks, responsibility and skill of top management, Corporate Governance and Assignment
Week 6	Formation of strategies, Nature of Company's Environment and its analysis - SWOT analysis,
Week 7	Evaluating Multinational Environment and Identifying Corporate competence and resources
Week 8	Principles and rules of Corporate strategy and strategic excellence position
Week 9	Strategic Analysis and Choice and Test - II
Week 10	BCG Matrix and GE Cell Nine Matrix
Week 11	Stop Light Strategic Model and Directional Policy Matrix Model
Week 12	MOCK TEST
Week 13	Grand strategy Selection Matrix and Model of Grand Strategy Dusters
Week 14	Behavioral Considerations affecting Strategic Choice and Contingency Approach to Strategic Choice
Week 15	REVISION

Name of the Assistant Professor: Ms. Rekha Barak Class and Section: B.com (Aided) 1st Year Subject: Managerial Skills (Minor)	
Week 1	Introduction to managerial skills : Meaning and concept of Managerial skills, needs and its importance,
Week 2	Techniques of skill development for effective Management, Application of Managerial Skills
Week 3	Coordination and Interpersonal Roles ; Test of Managerial skills its need and importance
Week 4	Problem solving: problem solving , creativity, innovation, steps of analytical problem solving,
Week 5	Limitations of analytical problem solving, impediments of creativity , multiple approaches in creativity
Week 6	empowering and delegating : Meaning of empowerment, dimension of empowerment,
Week 7	How to develop empowerment, inhibitors of empowerment, delegating works.
Week 8	Team and Group: Team Building, developing teams and teamwork,
Week 9	Assignment of Problem solving , advantages of a team, Leading a team, team membership,
Week 10	Group Dynamics, Group Behavior, cohesion, Importance of Brain Storming,
Week 11	Test of Team and Group , Sensitivity Training, Nominal Group techniques Leadership
Week 12	Communication : Process of Communication, Need and Importance of communication skills, Types of communication,
Week 13	Conduct of meetings, Interview, reporting of Projects, Reporting of case analysis,
Week 14	Building self-confidence, Role of motivation skills in developing managers
Week 15	REVISION

Name of the Assistant Professor: Dr. Monika Bhatia Class and Section: B.com (Aided) 1st Year Subject: Managerial Skills (Minor)	
Week 1	Introduction to managerial skills : Meaning and concept of Managerial skills, needs and its importance,
Week 2	Techniques of skill development for effective Management, Application of Managerial Skills
Week 3	Coordination and Interpersonal Roles ; Test of Managerial skills its need and importance
Week 4	Problem solving: problem solving , creativity, innovation, steps of analytical problem solving,
Week 5	Limitations of analytical problem solving, impediments of creativity , multiple approaches in creativity
Week 6	empowering and delegating : Meaning of empowerment, dimension of empowerment,
Week 7	How to develop empowerment, inhibitors of empowerment, delegating works.
Week 8	Team and Group: Team Building, developing teams and teamwork,
Week 9	Assignment of Problem solving , advantages of a team, Leading a team, team membership,
Week 10	Group Dynamics, Group Behavior, cohesion, Importance of Brain Storming,
Week 11	Test of Team and Group , Sensitivity Training, Nominal Group techniques Leadership
Week 12	Communication : Process of Communication, Need and Importance of communication skills, Types of communication,
Week 13	Conduct of meetings, Interview, reporting of Projects, Reporting of case analysis,
Week 14	Building self-confidence, Role of motivation skills in developing managers
Week 15	REVISION

Name of the Assistant Professor: Dr. Monika Bhatia Class And Section: B.Com , Sem: 3rd, Sec - F Subject: Cost Accounting	
Week 1	Cost Accounting, introduction, elements, concepts classification.
Week 2	Material cost accounting, including material purchase and issue pricing.
Week 3	Material cost control: concept and techniques
Week 4	Labor cost accounting and methods of wage payment.
Week 5	Overhead: collection, classification and accounting for overhead.
Week 6	Allocation apportionment and absorption of overhead and machine hour rate method.
Week 7	Operation costing
Week 8	Unit or output costing introduction: cost sheet ,cost statement and production account, calculation of estimates tender and quotation price
Week 9	Numerical of output costing and reconciliation of cost and financial accounts
Week 10	Process costing including joint products and by- products
Week 11	Numerical of process costing and interposes profits
Week 12	MOCK TEST
Week 13	Contract costing
Week 14	Job and batch costing and cost audit
Week 15	REVISION

Name of the Assistant/Associate Professor: Dr. Monika Bhatia Class And Section: Sec F 5th sem Subject: Entrepreneurship Development	
Week 1	Understanding the fundamental concepts, process and dimensions of entrepreneurship
Week 2	Influencing factors of entrepreneurship , creativity and Innovation
Week 3	Types of entrepreneurship and Family business ,women entrepreneurship , corporate entrepreneurship
Week 4	Assignment Marketing Assistance. Technology support. Role f Of government. Institutions , industries
Week 5	Financial support concepts, role and function , startup finance , venture capital, private equity fund
Week 6	Test and Initiatives of Government of India to promote entrepreneurship
Week 7	MSME and entrepreneurship Development role , features, importance Indian economy along with government schemes for their Development
Week 8	Role and Trade Association and self-help Groups for promotion of entrepreneurship
Week 9	MSME development Act 2006 and institutional framework for MSMEs, competitiveness of MSME
Week 10	Understanding and analyzing the business opportunities, importance of writing Business plan, content of business plan
Week 11	Revision ,doubts ,Test
Week 12	Mock Test
Week 13	Designing business processes, location layout planning and control
Week 14	Preparation of project report
Week 15	Revision

Name of the Assistant Professor: Dr. Monika Bhatia Class And Section: B.Com (SFS) Sec - F Subject: Financial Accounting	
Week 1	Meaning, Objectives, Scope and Nature of Accounting Basic Accounting Terms
Week 2	ASSIGNMENT and Accounting principles Accounting Standards Double entry system
Week 3	Recording of accounting transactions including GST
Week 4	CLASS TEST , Trial Balance Capital and Revenue
Week 5	Provision and Reserves Depreciation: Introduction
Week 6	ASSIGNMENT and Depreciation: Fixed Installment method, Diminishing balance method – Numerical Questions
Week 7	Depreciation – Numerical questions
Week 8	CLASS TEST , Errors and their rectification
Week 9	Financial Statements: Introduction, Format Assignment
Week 10	Financial Statements – with adjustments
Week 11	Financial Statements – with adjustments: Practice of Numerical questions
Week 12	MOCK TEST and Computerized accounting system
Week 13	Accounts of nonprofit organizations
Week 14	Numerical questions - Doubts
Week 15	REVISION

Name of the Assistant Professor: Ms Suman Lata Yadav Class And Section: B.Com(S F.S) , Sem: 3rd, Sec : A,D Subject: Cost Accounting	
Week 1	Cost Accounting, introduction, elements, concepts classification.
Week 2	Material cost accounting, including material purchase and issue pricing.
Week 3	Material cost control: concept and techniques
Week 4	Labor cost accounting and methods of wage payment.
Week 5	Overhead: collection, classification and accounting for overhead.
Week 6	Allocation apportionment and absorption of overhead and machine hour rate method.
Week 7	Operation costing
Week 8	Unit or output costing introduction: cost sheet ,cost statement and production account, calculation of estimates tender and quotation price
Week 9	Numerical of output costing and reconciliation of cost and financial accounts
Week 10	Process costing including joint products and by- products
Week 11	Numerical of process costing and interposes profits
Week 12	MOCK TEST
Week 13	Contract costing
Week 14	Job and batch costing and cost audit
Week 15	REVISION

Name of the Assistant Professor: Ms. Suman LataYadav Class And Section: B.com (5th Sem) sec F Subject: Managerial Economics	
Week 1	Nature and scope of Managerial Economics
Week 2	Fundamental Economics concept
Week 3	Theory of Demand
Week 4	Elasticity of Demand
Week 5	Consumer Behavior: Utility Approach
Week 6	Indifference curve Approach
Week 7	Demand Estimation/Forecasting
Week 8	Production function and law of production,
Week 9	Isoquant curve and producer Equilibrium
Week 10	Theory of cost, Price Determination under perfect competition
Week 11	Equilibrium of firm and industry under perfect competition Price determination under monopoly
Week 12	Mock Test
Week 13	Price determination under Monopolistic competition and oligopoly
Week 14	Managerial theory of firm Pricing strategy and tactics
Week 15	Pricing under risk and uncertainty Elements of factor pricing Revision

Name of the Assistant Professor: Suman Lata Yadav Class And Section: B.B.A Sem: 1st Subject: Environmental Science and Sustainability	
Week 1	Understanding environment, natural resources, classification and sustainability
Week 2	Conservation , equity and public awareness Ecosystem: forest ecosystem, grassland ecosystem , desert ecosystem and aquatic ecosystem
Week 3	Biodiversity: threats and its conservation . Ecosystem resilience , homeostasis in ecosystem. Carrying capacity, strategies of conservation.
Week 4	Nature reserves and India : A mega diversity Nation.
Week 5	Environmental pollution: air, water, noise , soil , Marine and impact of environmental pollution on business and community.
Week 6	Global climate change, ozone layer depletion , greenhouse effect , acid rain . Causes and Effects.
Week 7	Cleaner technology in Indian context and solid waste management
Week 8	Disaster management: role of business in its mitigation.
Week 9	Society and environment sustainable development. Environmental ethics
Week 10	Role of business in sustainable development and responsible consumption.
Week 11	Environment legislations, role of judiciary in environment protection , environmental refugees and their resettlement and rehabilitation.
Week 12	Mock Test
Week 13	Ecological economics
Week 14	Human population growth.
Week 15	Revision

Name of the Assistant Professor: Ms. Suman Lata Yadav Class and Section: B.com (Aided) 1st Year (A) Subject: Managerial Skills (Minor)	
Week 1	Introduction to managerial skills : Meaning and concept of Managerial skills, needs and its importance,
Week 2	Techniques of skill development for effective Management, Application of Managerial Skills
Week 3	Coordination and Interpersonal Roles ; Test of Managerial skills its need and importance
Week 4	Problem solving: problem solving , creativity, innovation, steps of analytical problem solving,
Week 5	Limitations of analytical problem solving, impediments of creativity , multiple approaches in creativity
Week 6	empowering and delegating : Meaning of empowerment, dimension of empowerment,
Week 7	How to develop empowerment, inhibitors of empowerment, delegating works.
Week 8	Team and Group: Team Building, developing teams and teamwork,
Week 9	Assignment of Problem solving , advantages of a team, Leading a team, team membership,
Week 10	Group Dynamics, Group Behavior, cohesion, Importance of Brain Storming,
Week 11	Test of Team and Group , Sensitivity Training, Nominal Group techniques Leadership
Week 12	Communication : Process of Communication, Need and Importance of communication skills, Types of communication,
Week 13	Conduct of meetings, Interview, reporting of Projects, Reporting of case analysis,
Week 14	Building self-confidence, Role of motivation skills in developing managers
Week 15	REVISION

Name of the Assistant Professor: Dr. Rina parshad Class And Section: B.com 3rd sem F Subject: Business Laws	
Week1	The indian contract act 1872, contract meaning characteristic and kinds, essential of valid contract, offer and acceptance.
Week2	Consideration, contractual capacity
Week3	Free consent of parties, legality of objects.
Week4	Contract of indemnity and guarantee, contract of bailment
Week5	Contract of agency, consumer protection act.
Week6	Sale of goods act 1930, contract of sale
Week7	Meaning and difference between sale and agreement of sale
Week8	Condition and warranties
Week9	Transfer of ownership in goods including sale by non-owner
Week10	Performance of contract of sale
Week11	Unpaid seller meaning and rights
Week12	Mock Test
Week13	Unpaid seller against the goods and the buyer
Week14	The foreign exchange management Act (FEMA)
Week15	Revision

Name of the Assistant Professor: Dr. Rina Parshad Class And Section: M.com 3rd semester Subject: Securities analysis and portfolio management	
Week 1	Portfolio management- meaning, need, process, benefits, passive and active management, approaches and construction of portfolio
Week 2	Diversification need benefit, portfolio return, risk
Week 3	Markowitz model, efficient frontier, optimum portfolio, leverage portfolio,
Week 4	Risk free assets in portfolio, efficient frontier borrowing and lending. Capital allocation line capital market line
Week 5	Sharpe index model- assumption and criticism, corner portfolio, optimum portfolio
Week 6	CAPM- SML, CML, evaluation, application of SML and CML
Week 7	Arbitrage pricing theory- evaluation, application difference between CAPM and Arbitrage pricing theory
Week 8	Portfolio evaluation model , sharpe's, treynor, Jensen performance index
Week 9	M2 and T2 performance model
Week 10	Style analysis and evaluation
Week 11	Portfolio revision- need for Portfolio revision, Portfolio revision techniques
Week 12	MOCK TEST
Week 13	Formula plan- constant rupee plan
Week 14	Constant ration and rupee cost averaging plan, international portfolio investment
Week 15	REVISION

Name of the Assistant/Associate Professor: Dr. Rina parshad Class And Section: BBA 3rd semester Subject: Indian system of health and wellness	
Week 1	Definition of health :- Importance of health in everyday life
Week 2	Components of health – physical, social, Mental, spiritual and its relevance
Week 3	Concept of wellness: mental health and wellness
Week 4	Determinants of health behavior
Week 5	Mind body connection in health concept and relation
Week 6	Importance of mind body connection
Week 7	Wellbeing why it matters? Digital wellbeing
Week 8	Malnutrition, under nutrition and over nutrition
Week 9	Body system and common disease
Week 10	Sedentary lifestyle and risk of disease
Week 11	Modern lifestyle and associated health risks
Week 12	Mock Test
Week 13	Health system in India, AYUSH
Week 14	Happiness and well-being in India
Week 15	Revision

Name of the Assistant Professor: Dr.Rina Parshad Class And Section: M.com 1stsem Subject: Stock market operation	
Week 1	Overview of Indian securities market- Meaning, functions, role, intermediaries
Week 2	Primary market- method of flotation, problem of new issues, investors protection
Week 3	Secondary market- Functions of Secondary Market – Organization and Regulatory framework for stock exchanges in India – Defects in working of Indian stock
Week 4	Listing of Securities: Meaning – Merits and Demerits – Listing requirements, procedure, fee – Listing of rights issue, bonus issue, further issue
Week 5	BSE (Different trading system, different settlement system)
Week 6	NSE (Different trading system, different settlement system)
Week 7	Foreign stock exchange
Week 8	NYSE –Trading rooms – Players on NYSE trading floor – Role of specialist – Trading technology and procedure. Meaning – Structure
Week 9	NASDAQ- Meaning – Structure – Advantages – NASDAQ – NASD organization – Functions – NASD rules – Trading firms on NASDAQ
Week 10	Market makers – ECN's – Order entry firms – Order execution on NASDAQ – OTCEI – Need –Features – Participants – Listing procedure – Trading and settlement – Market making – Factors inhibiting growth of OTCEI.
Week 11	. Risk management system in BSE
Week 12	MOCK TEST
Week 13	Risk management system in NSE
Week 14	Circuit breaker, method, NSE, BSE Indices
Week 15	REVISION

Name of the Assistant Professor : Dr. Rina Prashad Class And Section: B.com. 3rd sem E Subject: Business Law	
Week 1	Introduction to Mercantile Law
Week 2	Valid contract and its elements
Week 3	Proposal, Acceptance and Revocation
Week 4	Test 1 Contractual Capacity of Parties
Week 5	Free consent of Parties
Week 6	Lawful Consideration and object ,Agreements Expressly declared Void
Week 7	Contract of Agency
Week 8	Legal Formalities-written and registered , Contingent Contracts
Week 9	Sale of Goods Act
Week 10	Test 2 Performance of Contracts Consequences of Breach of contract, Contracts of Indemnity and Guarantee Assignment
Week 11	Discharge of contract Implied, Quasi or constructive contracts
Week 12	MOCK TEST
Week 13	Contracts of Bailment and Pledge
Week 14	Consumer protection Act FEMA
Week 15	REVISION

Name of the Assistant Professor: Dr. Sakshi Goyal Class And Section: BBA 5th Semester Subject: Indian Business Environment	
Week 1	Indian Business Environment- Nature and Components
Week 2	Environmental Analysis Indian Economic System
Week 3	Public and Private Sector in India
Week 4	Social Responsibilities of Business Economic Reforms
Week 5	Industrial Policy and Industrial Licensing
Week 6	Industrial Growth Privatization and Liberalization Trends
Week 7	Small and Medium Enterprises Industrial Sickness
Week 8	Commercial Banking Development Banking
Week 9	Stock Exchange and its Regulation Non-Banking Financial Institutions
Week 10	India's Foreign Trade Balance of Payment
Week 11	Foreign Trade Policy in India
Week 12	MOCK TEST
Week 13	Foreign Investment and Multinational Corporation , Globalization world trade organization
Week 14	The World Bank and the International Monetary Fund
Week 15	REVISION

Name of the Assistant Professor: Dr. Sakshi Goel Class and Section: BBA 5th sem Subject - Business Policy and Strategy	
Week 1	Business Policy as field of study, nature and objectives of business policy
Week 2	Strategic Management Process, Vision and Mission and Test – I
Week 3	Establishment of organization Direction, Corporate strategic Activation and Strategic Business Units
Week 4	Top Management Constituents, Board of directors, Sub- Committees, Chief executive Officer,
Week 5	Tasks, responsibility and skill of top management, Corporate Governance and Assignment
Week 6	Formation of strategies, Nature of Company's Environment and its analysis - SWOT analysis,
Week 7	Evaluating Multinational Environment and Identifying Corporate competence and resources
Week 8	Principles and rules of Corporate strategy and strategic excellence position
Week 9	Strategic Analysis and Choice and Test - II
Week 10	BCG Matrix and GE Cell Nine Matrix
Week 11	Stop Light Strategic Model and Directional Policy Matrix Model
Week 12	MOCK TEST
Week 13	Grand strategy Selection Matrix and Model of Grand Strategy Dusters
Week 14	Behavioral Considerations affecting Strategic Choice and Contingency Approach to Strategic Choice
Week 15	REVISION

Name of the Assistant Professor: Dr. Sakshi Goyal Class And Section: BBA 3rd semester Subject: Cost and management accounting	
Week 1	Nature and Scope of Cost Accounting
Week 2	Cost – Analysis, Concept and Cost Sheet
Week 3	Purchase Procedure and Pricing of Material Issues Material Control
Week 4	Labor Cost- Computation and Control
Week 5	Overhead- classification, Apportionment and Absorption
Week 6	Job Order, Batch and Contract Costing Process Costing
Week 7	Nature and Scope of Management Accounting
Week 8	Marginal Costing and its Applications
Week 9	Responsibility Accounting and Performance Evaluation Budgetary Control
Week 10	Analysis of Financial Statement
Week 11	Ratio Analysis
Week 12	Funds Flow and Cash Flow Statement
Week 13	Management Information System
Week 14	Capital Budgeting Decision
Week 15	REVISION

Name of the Assistant Professor: Dr Sakshi Goyal Class And Section: BBA 1st year 1st semester Subject: Principles and Practices of Management	
Week 1	Definition ,nature, and significance of management ,principles of management, management and administration ,levels of management ,role of managers and managerial skills,
Week 2	Evolution of management thought :classical ,behavioral ,quantitative, system ,contingency and modern approaches ,management as a science and an art ; functions of a management : planning, organizing, leading, and controlling
Week 3	Nature, importance ,and purpose of planning in management :types of plans: strategic, tactical ,operational :planning process and techniques : decision making importance and steps ,decision making models and tools
Week 4	Organizational structure and design: types of organizational structures ; functional , divisional, Matrix ; authority ,responsibility and delegation
Week 5	Centralization Vs. decentralization of authority and responsibility - span of control: coordination and integration. MBO and MBE ; nature and importance of staffing - process of selection and requirement
Week 6	Meaning and nature of directing , leadership theories (trait , behavioral , contingency ,participative , charismatic, transformational level 5 leader)
Week 7	Motivation theories and practices (Maslow Herzberg two factor McGregors theory X and theory Y
Week 8	Hawthorne effect, Communication (meaning and importance) in management team building and group dynamics
Week 9	Controlling meaning and steps in controlling , control process and systems , essentials of sound system, methods of establishing control
Week 10	Types of control: performance measurement and management
Week 11	Overview of strategic management, Swot Analysis and strategic formulation
Week 12	MOCK TEST
Week 13	Implementing and evaluating strategies ,ethical issues in management
Week 14	Corporate social responsibility Sustainable management practices
Week 15	REVISION

Name of the Assistant Professor: Dr. Monika Singla Class And Section: B.com (pass) 5th sem Subject: Income Tax	
Week 1	Income tax: Introduction and Important Definitions, Residence and Tax Liability
Week 2	Agriculture Income, Exemption from Tax
Week 3	Income from House Property, Test of Residential Status
Week 4	Profit and Gains from Business and Profession, Depreciation and Investment Allowance
Week 5	Capital Gain, Assignment
Week 6	Income from other sources
Week 7	Clubbing of income and aggregation of incomes or deemed incomes
Week 8	Set off or Carry Forward of losses, Deductions
Week 9	Doubts, test, REVISION
Week 10	Income from Salary Introduction
Week 11	Perquisites taxable under Salary
Week 12	Practical Questions from Salary
Week 13	Taxability of Retirement Benefits
Week 14	Doubts and REVISION
Week 15	REVISION

Name of the Assistant Professor: Dr.Monika Singla
Class And Section: B.Com (Aided) Sec-C
Subject: Corporate Accounting

Week 1	Issue of Share
Week 2	Forfeiture of shares, Pro rata allotment of shares
Week 3	Practical Questions, Right issue of shares, Assignment
Week 4	Test of Forfeiture of Shares, Underwriting
Week 5	Issue of Debentures
Week 6	Accounts of Holding Company,
Week 7	Doubts of Accounts of Holding Company, Valuation of Shares
Week 8	Profit and loss prior to incorporation and subsequent to incorporation
Week 9	Final Accounts of Companies
Week 10	Schedule III for preparing Balance sheet and Statement of Profit and Loss A/C
Week 11	Practical questions, Doubts, test
Week 12	Redemption of Debentures
Week 13	Methods of Redemption of Debentures
Week 14	Practical questions and doubts
Week 15	REVISION

Name of the Assistant Professor: Ms. Monika Singla Class and Section: B.Com (Pass) 3rd sem Subject: Minor - Business Policy and Strategy	
Week 1	Business Policy as field of study, nature and objectives of business policy
Week 2	Strategic Management Process, Vision and Mission and Test – I
Week 3	Establishment of organization Direction, Corporate strategic Activation and Strategic Business Units
Week 4	Top Management Constituents, Board of directors, Sub- Committees, Chief executive Officer,
Week 5	Tasks, responsibility and skill of top management, Corporate Governance and Assignment
Week 6	Formation of strategies, Nature of Company's Environment and its analysis - SWOT analysis,
Week 7	Evaluating Multinational Environment and Identifying Corporate competence and resources
Week 8	Principles and rules of Corporate strategy and strategic excellence position
Week 9	Strategic Analysis and Choice and Test - II
Week 10	BCG Matrix and GE Cell Nine Matrix
Week 11	Stop Light Strategic Model and Directional Policy Matrix Model
Week 12	MOCK TEST
Week 13	Grand strategy Selection Matrix and Model of Grand Strategy Dusters
Week 14	Behavioral Considerations affecting Strategic Choice and Contingency Approach to Strategic Choice
Week 15	REVISION

Name of the Assistant Professor: Dr Monika Singla Class And Section: B.Com A sem 1st Subject: Business Communication (Skill Enhancement Course)	
Week 1	Introduction to Business Communication
Week 2	Seven C's of Effective Communication
Week 3	Principles of Effective Communication, Test 1
Week 4	Miscommunication , Barriers , Suggestions for Effective Communication
Week 5	Reading Skills
Week 6	Listening Skills
Week 7	Note Making, Assignment submission
Week 8	Body language and Gestures, Test 2
Week 9	Email Writing
Week 10	PRESENTATION
Week 11	Letter writing
Week 12	Resume Making and Letter Writing on MS Word, File submission
Week 13	Parts of Business Letter Writing
Week 14	In Communication Challenges to the Organization Made by New Technologies
Week 15	REVISION

Name of the Assistant Professor: Ms. Monika Poswal Class And Section: B.com (5th Sem) sec F Subject: Managerial Economics	
Week 1	Nature and scope of Managerial Economics
Week 2	Fundamental Economics concept
Week 3	Theory of Demand
Week 4	Elasticity of Demand
Week 5	Consumer Behavior: Utility Approach
Week 6	Indifference curve Approach
Week 7	Demand Estimation/Forecasting
Week 8	Production function and law of production,
Week 9	Isoquant curve and producer Equilibrium
Week 10	Theory of cost, Price Determination under perfect competition
Week 11	Equilibrium of firm and industry under perfect competition Price determination under monopoly
Week 12	Mock Test
Week 13	Price determination under Monopolistic competition and oligopoly
Week 14	Managerial theory of firm Pricing strategy and tactics
Week 15	Pricing under risk and uncertainty Elements of factor pricing Revision

Name of the Assistant Professor: Dr Monika Poswal
Class And Section: B.Com (Aided) 1st year, Sec-
(C&B) Subject: Business Statistics

Week 1	Introduction to Statistics: Origin, Meaning, Definition, Scope, Functions, Uses and Limitations
Week 2	Collection of Data: Primary and Secondary, Classification of data: Methods , Frequency Distribution
Week 3	Presentation of Data: Tabulation of data, graphically and diagrammatic presentation.
Week 4	Measures of Central Tendency: Mean, Median, Partition Values – Quartile, Decile and Percentile
Week 5	Measures of Central Tendency: Mode, Geometric Mean, Harmonic Mean TEST of Chapter: Introduction to Statistics and Collection of Data
Week 6	Measures of Dispersion: Range, Inter-quartile Range and Quartile deviation, Mean deviation, Standard deviation
Week 7	Measures of Dispersion: Coefficient of variation, Lorenz Curve. Measures of Skewness: karl pearson's Method Bowley's Method , kelly's Method
Week 8	Moments and Measures of Kurtosis Index numbers: Meaning, Definition, Uses, Limitations, Types, Problems
Week 9	Index Numbers: Methods of Constructing index numbers and Assignment on Measure of Dispersion
Week 10	Index numbers: Specific problems regarding construction of index numbers
Week 11	Probability: Introduction, Addition theorem TEST of Measures of Central Tendency
Week 12	Probability: Conditional Probability and Multiplication Theorem
Week 13	Probability: Bayes' Theorem and Its Application
Week 14	Probability: Bayes' Theorem and Its Application
Week 15	REVISION

Name of the Assistant Professor: Dr Monika Poswal Class And Section: B.Com E sem 1st Subject: Business Communication (Skill Enhancement Course)	
Week 1	Introduction to Business Communication
Week 2	Seven C's of Effective Communication
Week 3	Principles of Effective Communication, Test 1
Week 4	Miscommunication , Barriers , Suggestions for Effective Communication
Week 5	Reading Skills
Week 6	Listening Skills
Week 7	Note Making, Assignment submission
Week 8	Body language and Gestures, Test 2
Week 9	Email Writing
Week 10	PRESENTATION
Week 11	Letter writing
Week 12	Resume Making and Letter Writing on MS Word, File submission
Week 13	Parts of Business Letter Writing
Week 14	In Communication Challenges to the Organization Made by New Technologies
Week 15	REVISION

Name of the Assistant Professor: Ms Soni Verma Class And Section: B.Com(Aided) 3rd sem Sec B,E Subject: Cost Accounting	
Week 1	Cost Accounting, introduction, elements, concepts classification.
Week 2	Material cost accounting, including material purchase and issue pricing.
Week 3	Material cost control: concept and techniques
Week 4	Labor cost accounting and methods of wage payment.
Week 5	Overhead: collection, classification and accounting for overhead.
Week 6	Allocation apportionment and absorption of overhead and machine hour rate method.
Week 7	Operation costing
Week 8	Unit or output costing introduction: cost sheet ,cost statement and production account, calculation of estimates tender and quotation price
Week 9	Numerical of output costing and reconciliation of cost and financial accounts
Week 10	Process costing including joint products and by- products
Week 11	Numerical of process costing and interposes profits
Week 12	MOCK TEST
Week 13	Contract costing
Week 14	Job and batch costing and cost audit
Week 15	REVISION

Name of the Assistant Professor: Ms. Soni Verma Class And Section: B.com 1st (D & F) Subject: Business Communication	
Week 1	Basics of communication
Week 2	Meaning and importance of effective communication
Week 3	Types of communication
Week 4	Barriers of communication
Week 5	Reading skills
Week 6	Class test-1 Types and barriers of communication
Week 7	Listening skills
Week 8	Note making
Week 9	Persuasive speaking
Week 10	Body language and gestures
Week 11	Class presentations
Week 12	MOCK TEST
Week 13	E-mailing, Business letter writing
Week 14	Practical work
Week 15	REVISION

Name of the Assistant Professor: Ms. Rachna Poswal Class And Section: B.Com (Pass) Section A and B Subject: Financial Accounting	
Week 1	Meaning, Objectives, Scope and Nature of Accounting Basic Accounting Terms
Week 2	ASSIGNMENT and Accounting principles Accounting Standards Double entry system
Week 3	Recording of accounting transactions including GST
Week 4	CLASS TEST , Trial Balance Capital and Revenue
Week 5	Provision and Reserves Depreciation: Introduction
Week 6	ASSIGNMENT and Depreciation: Fixed Installment method, Diminishing balance method – Numerical Questions
Week 7	Depreciation – Numerical questions
Week 8	CLASS TEST , Errors and their rectification
Week 9	Financial Statements: Introduction, Format Assignment
Week 10	Financial Statements – with adjustments
Week 11	Financial Statements – with adjustments: Practice of Numerical questions
Week 12	MOCK TEST and Computerized accounting system
Week 13	Accounts of nonprofit organizations
Week 14	Numerical questions - Doubts
Week 15	REVISION

Name of the Assistant Professor: Ms. Rachna Poswal Class And Section: M.COM. 3rd Semester Subject: Operational Research	
Week 1	Introduction to (OR) Meaning, Nature, and Significance of OR Scope and Importance in Business Decision-Making
Week 2	Linear Programming (LPP): Introduction and Assumptions, Mathematical formulation of LPP, Applications of Linear programming
Week 3	Problem formulation practice (word problems → mathematical models) Graphical method of solving LPP
Week 4	Duality in Linear Programming – Concept and Advantages Assignment Problems: Meaning, Types, and Uses
Week 5	Introduction to Transportation Problems North-West Corner Method (NWCM), Least Cost Method, Vogel's Approximation Method
Week 6	MODI and Stepping Stone Methods (Optimality Tests) Unbalanced and Degenerate Problems
Week 7	Queuing Theory: Concept, Structure, and Components of a Queuing System Performance Measures and Probability Distributions in Queuing
Week 8	Game Theory: Introduction, Assumptions, and Applications Two-Person Zero-Sum Game: Concept and Payoff Matrix
Week 9	Pure and Mixed Strategy Games Maximin and Minimax Principles Saddle Point and Value of the Game
Week 10	Replacement Theory: Concept, Importance, and Types Individual & Group Replacement Policies
Week 11	introduction to Project Management PERT & CPM: Meaning and Importance Network Components and Precedence Relationship
Week 12	MOCK TEST
Week 13	Phases of Project Management: Planning, Scheduling, and Controlling Forward Pass & Backward Pass Methods
Week 14	Floats and Slack Time: Total Float, Free Float, Independent Float Critical Path Method (CPM): Determination and Significance
Week 15	REVISION

Name of the Assistant Professor: Dr. Rachna Poswal Class And Section: BBA 1st Year 1st sem Subject: Indian Vision For Human Society	
Week 1	The concept of non-duality of Prakriti (Jad) and Purush (Chetana), human as coexistence of Jad & Chetan, Pancha-mahabhutas, the root of sorrow and suffering, freedom from sorrow, salvation, eternal peace truth (vyavaharika satya), ultimate truth.
Week 2	The acceptance of various systems of philosophy for realization of truth and complementariness in ancient Indian system.
Week 3	Aims of Human life, at individual level and societal level. At societal level: Four purusharthas Dharma, Artha, Kama, Moksha.
Week 4	Individual level: Abhyudaya (progress), Nihisreyasa (perfection) Pravritti, Nivritti. Dharma: sutras (Gautama, apastamba, baudhayana, vasishta). Dharma-Shastra: (Manusmriti, naradsmriti, visnumriti, yajnavalkya smriti) sociology.
Week 5	Different stages of life like studenthood householdership, retirement and renunciation, rights and duties, judicial matters, and personal laws (Aachara, Vyavahara, Prayaschitta)
Week 6	Artha: Kautilya Arthashastra, Kamandakiya Nitisara, Brihaspati Sutra, Sukra Niti. Moksha: Human liberation (Ignorance to knowledge).
Week 7	Fundamental concept of Nitisastra. Satyanashta Aat Abhinichi (Ethics, Integrity & aptitude). The true nature of self: Shiksha Valli, Bhriugu Valli (concept of Atman- Brahman (self, soul).
Week 8	The true constitution of Ananda Valli (Annamaya Kosha, Pranamaya Kosha, Manomaya Kosha, Vijnanamaya Kosha, Anandamaya Kosha).
Week 9	The four states of consciousness (Waking state, Dreaming state, Deep Sleep State, Turiya the fourth state). Consciousness (seven limbs and nineteen mouths). Prajna, Awareness. The Life Force Prana (Praana-Apaana-Vyaana-Udaana- Samaana)
Week 10	Differentiating Vidya and Avidya, human bondages. Higher and Lower Knowledge (Para Vidya & Apra Vidya). Concept of Sattva, Rajas, Tamas and need of balancing the same. Patanjali yog sutra; Yama, Niyama, Asanas, pranayams, pratyahara, dharna, dhyana, Samadhi. Sixteen categories of padartha, pramans (pratyaksh, anumaan, upaman, shabda).
Week 11	Saadhana chatushtayam (viveka, vairagya, mumukshatavam, shadsampatthi (sama, dama, uparati, titiksha, shraddha, samadhaana). Understanding Nitya karma, Naimittika Karma, Kamya karma, prayaschitta karma, Nishidha Karma.
Week 12	MOCK TEST
Week 13	Meditation and Progressive meditation (Narada's education). Ativadin to self-knowledge. Iyan yog, Karma yog, sanyas yog in aspect to harmonious practice in society.
Week 14	Practice in philosophy, architecture, grammar, mathematics, astronomy, metrics, sociology, economy and polity, ethics, geography, logic, military science, weaponry, agriculture, mining, trade and commerce, metallurgy, shipbuilding, medicine, poetics, biology and veterinary science.
Week 15	REVISION

Name of the Assistant Professor: Ms. Neeru Siwas Class And Section: B.com 1st year (Minor course) Subject: Fundamentals of Computing and problem solving using C	
Week 1	Meaning Of Computer, History Of Computer, Generation Of Computer, Components Of Computer, Classification Of Computer, Application Of Computer, Explain Input And Output Devices.
Week 2	ASSIGNMENT , Concept Of Memory, Cache Memory, Secondary Storage Devices. Introduction To Computer Networking, Types Of Networking, Network Topologies, Internet And Its Application, Operating System And Its Functions.
Week 3	Introduction To Software Development Methodologies- Basic Of Algorithm And Problem Solving Strategies, Planning The Computer Program, Problem Definition, Program Design, Debugging, Types Of Errors In Programming, Techniques Of Problem Solving- Flowchart And Algorithm.
Week 4	CLASS TEST , Introduction To C, History Of C, Importance Of C, Elements Of C, C Character Set, Identifiers And Keywords, Data Types, Constants And Variables, Assignment Statements, Symbolic Constant.
Week 5	Structure Of C, Printf Function, Scanf Function, Operators & Expression, Type Casting And Conversion,, Operator Hierarchy & Associativity.
Week 6	ASSIGNMENT ,Introduction To Decision Making And Branching , Explain IF Statement, IF-ELSE Statements, Nested IF Statements, ELSE-IF Ladder, Switch Statements, GO To Statements(With Programs)
Week 7	Introduction To Decision Making And Looping, Explain- While, Do-While, For Loop, Jumps In Loops, Break, Continue Statements, And Nested Loops(With Programs)
Week 8	CLASS TEST , Introduction To Function And Modular Programming, Standard Mathematical Function, Unformatted & Formatted I/O Functions In C, Explain Input Function, Explain Output Function, String Manipulation Function.(With Programs)
Week 9	User Defined Function, Introduction To Function Prototype, Local And Global Variables, Passing Parameters, Recursion(With Programs)
Week 10	Introduction To Array And Pointers: Definition, Types, Initialization, Processing An Array, Passing Array To Functions(With Programs)
Week 11	Declaration And Initialization Of String, Input Of String Data, Output Of String Data, Introduction To Pointer(With Programs)
Week 12	MOCK TEST and Pointer And Memory Management In C, Meaning Of File, File Operation In C, Dynamic Memory Allocation And De allocation.
Week 13	Advanced Control Structure; Switch, Break And Continue Statements (With Programs)
Week 14	Algorithmic Problem Solving Using C, Design And Implementation Of C Program, Debugging And Testing Techniques For C.
Week 15	REVISION

Name of the Assistant Professor: Ms. Neeru siwas Class And Section: B.com 1st sem (F) Subject: Digital & technological solutions(VAC)	
Week 1	Role and significance of digital technology
Week 2	ICT tools
Week 3	Computer system and its working, software and its types
Week 4	Operating system and problem solving
Week 5	Class test-1 Operating system, ICT tools.
Week 6	Communication system
Week 7	Computer network & internet
Week 8	Emerging technologies and their applications
Week 9	Robotics, quantum computing, Cloud computing
Week 10	Class test-2 Technologies and their application, robotics
Week 11	Digital India & E-governance
Week 12	MOCK TEST
Week 13	Digital financial tools
Week 14	Cyber security
Week 15	REVISION

Name of the Assistant Professor: Ms. Neeru Siwas Class And Section: B.com 3RD sem E Subject: Cyber Security & Artificial Intelligence	
Week 1	Overview of Cyber security: Concept of Cyber Security, Significance and its Fundamentals.
Week 2	ASSIGNMENT Cyber Security Techniques: Cryptography, Encryption, Firewalls, Passwords, Privacy, Digital Signatures, Issues and Challenges in Cyber Security.
Week 3	Regulations: Cyber Security Policies, Major Regulating Bodies, Compliance Requirements and Recent Government Initiatives in India.
Week 4	Overview of Cyber Crime: Concept of Cyber Crime, Definition of Cybercrime under IT Act 2000 Cyber Terrorism. Digital Forensics.
Week 5	. Classification of Cyber Crimes: Hacking und Malicious Code (Viruses, Time Bombs, Trojans, Malware, DOS, DDOS, Web Defacement, Phishing, Cloning),
Week 6	Financial Frauds and Social Engineering Attacks, Malware and Ransom ware Attacks, Zero-Day and zero-Click Attacks, Cyber Sulking, Cyber Bullying, and Cyber Pormogaply, Child Pomogapby, Cyber Liundering, Online Betting und Games,
Week 7	CLASS TEST Cyber Laws; Overview of IT Act 2000, Important Provisions, Reporting Cyber Crime, Investigation Techniques, Remedial Measures.
Week 8	Social Media Overview and Security: introduction to Social Network/Media,
Week 9	CLASS TEST , , Platforms of Social Media, Trends in Social Media (Deep Fakes, Sock puppets),
Week 10	Media Social Media Monitoring and Privacy: Hash tags, viral content, social media marketing, Managing Social Media Privacy & Security settings,
Week 11	Types of Social Flagging, and reporting of inappropriate content, Legal aspects of posting inappropriate content
Week 12	Overview of Artificial intelligence (AI): Meaning and Definition of AI, Emergence of AI in Modem IT world,
Week 13	, Need and significance of AI, Challenges and Opportunities of AI, AI in Commerce, AI in Cyber Security
Week 14	Chat Bots and Virtual Assistants: Boon or Bane, Artificial Intelligence vs. Ethics and Morality.
Week 15	REVISION

Name of the Assistant Professor: Ms. Neeru siwas Class And Section: UG 2nd Year Subject: Web Designing (MDC)	
Week 1	Introduction: Concept of Web Design
Week 2	ASSIGNMENT Web Servers; Hypertext Transfer Protocol, URLs
Week 3	Searching and Web Casting Techniques; Search Engines and Search Tools
Week 4	CLASS TEST Domain Name System, Home Page, Web page and Website
Week 5	Web Publishing: Hosting your Site; Internet Service Provider; Phases of Planning and designing your Website
Week 6	Steps for developing your Site; Choosing the contents; Web Development: Introduction to HTML
Week 7	Hypertext and HTML; HTML Document Features; HTML command Tags; Headers; Text styles; Text Structuring; Text colors and Background; Formatting text.
Week 8	CLASS TEST List: Definition and types of Lists - Ordered and Unordered, Table Creation and Layouts
Week 9	Images; Inserting Graphics; Frame Creation and Layouts; Creating Links; Basic Concepts, Properties,
Week 10	Working with Forms and Menus; Working with Radio Buttons and Check Boxes
Week 11	Text Boxes; Page layouts. Unit–IV Cascading Style Sheets (CSS), Creation of Style Sheets. Common Tasks with CSS: Text, Fonts, Margins
Week 12	MOCK TEST
Week 13	Links, Tables, Colors. Marquee. Mouse Overs. Filters and Transitions. Adding Links. Adding Tables. Adding Forms.
Week 14	Adding Image and Sound. Use of CSS in HTML Documents, Linking and Embedding of CSS in HTML.
Week 15	REVISION

Name of the Assistant Professor: Ms. Neeru Siwas Class and Section: B.com 5th sem Subject: E-Business	
Week 1	Introduction to E-Business: meaning, concept, scope and importance; history of the Internet and evolution of e-business.
Week 2	Traditional business vs. e-business; organizational culture for e-business; benefits and limitations.
Week 3	E-business framework: markets to communities; components of an e-enabled sell site.
Week 4	Commerce platforms; e-enabled customer service; examples and applications of e-business.
Week 5	E-procurement: meaning, process, benefits and role in e-business development.
Week 6	E-business development; e-business strategy – planning to action; strategic planning process.
Week 7	E-business design: key principles, customer-oriented design and effective online business presence.
Week 8	E-business operations: e-marketplaces – concept, types, participants and working.
Week 9	Supply chain management and e-business; integration of suppliers, distributors and customers.
Week 10	Enterprise resource planning (ERP): meaning, components, benefits and role in e-business.
Week 11	Knowledge management and e-business; integration and application-based discussion.
Week 12	Mock Test: Units I–II and topics covered so far.
Week 13	E-business infrastructure: e-business technologies; e-banking; e-governance and mobile business.
Week 14	Issues and challenges in e-business: e-security, cybercrimes and cyber laws; computer fraud and abuse; software piracy; viruses and harmful software; future of e-business.
Week 15	Revision of the complete syllabus; important questions and doubt-clearing.

Name of the Assistant Professor: Dr. Kunika Arora Class And Section: BBA V Semester Subject: Business Statistics	
Week 1	Introduction of Syllabus; Statistics-meaning, evolution, scope; Data classification; Tabulation; Formation of frequency distribution
Week 2	ASSIGNMENT Parts and types of frequency tables; Construction and significance of frequency tables; Types of diagrams; construction of diagrams and graphs
Week 3	Measures of central tendency – arithmetic mean, weighted arithmetic mean
Week 4	Measures of central tendency – median, mode, geometric mean and harmonic mean
Week 5	Meaning of partition values- quartiles, deciles, percentiles, measures of dispersion - range, quartile deviation, mean deviation from mean and median
Week 6	Standard deviation and coefficient of variation. Skewness - meaning, difference between dispersion and Skewness, Karl Pearson's and Bowley's measures of Skewness
Week 7	CLASS TEST Meaning, definition and use of correlation, covariance, scatter diagram, types of correlation
Week 8	Karl Pearson's correlation coefficient
Week 9	CLASS TEST Spearman's Rank correlation coefficient, probable error
Week 10	Regression - meaning and utility of regression analysis, comparison between correlation and regression, regression lines –X on Y, Y on X
Week 11	Regression equations and regression coefficients. meaning
Week 12	MOCK TEST
Week 13	Index numbers-meaning and uses in business; Construction of simple price; Price index numbers; Quantity index numbers
Week 14	Time Series; Components of time series; Secular and cyclical trend; Seasonal and irregular trend
Week 15	REVISION

Name of the Assistant Professor: Dr. Kunika Arora Class And Section: BBA I Semester Subject: Business Statistics and Logic	
Week 1	Introduction of Syllabus; Classification and tabulation of data, frequency distribution, diagrams and graphs, measure of central tendency-arithmetic mean, weighted arithmetic mean, median, mode, geometric mean and harmonic mean (theory only) and meaning of partition values- quartiles, deciles, percentiles
Week 2	ASSIGNMENT Measures of dispersion - range, quartile deviation, mean deviation from mean and median, standard deviation and coefficient of variation
Week 3	Skewness - meaning, difference between dispersion and skewness, Karl Pearson's and Bowley's measures of skewness, concept of kurtosis, types of kurtoses and importance.
Week 4	Meaning, definition and use of correlation, covariance, scatter diagram, types of correlation
Week 5	Karl Pearson's correlation coefficient, Spearman's Rank correlation coefficient, probable error. Regression - meaning and utility of regression analysis
Week 6	Comparison between correlation and regression, regression lines –x on y, y on x, regression equations and regression coefficients. meaning
Week 7	CLASS TEST Introduction to probability, basic concepts of probability- classical definition
Week 8	Addition and multiplication rules
Week 9	CLASS TEST Probability distributions – binomial, poisson and normal distributions, expected value
Week 10	Number series, coding decoding and odd man out series
Week 11	Direction sense test, seating arrangements – linear and circular
Week 12	MOCK TEST
Week 13	Number relations, arithmetic and geometric progressions
Week 14	Inductive and deductive reasoning.
Week 15	REVISION

Name of the Assistant Professor: Dr. Kunika Arora Class And Section: BBA III Semester Subject: Human Resource Management	
Week 1	Introduction of Syllabus; Nature, scope and objectives of human resource management; Functions of HRM; HRM policies; SHRM
Week 2	ASSIGNMENT HRM in globally competitive environment; Human Resource outsourcing; Human resource planning
Week 3	Job analysis ; Advantages and features of job evaluation; Job design-introduction and objectives; Job enlargement and job enrichment
Week 4	Communication Etiquette – Written communication manners
Week 5	Recruitment-introduction and process; Factors affecting recruitment; Sources & methods of recruitment
Week 6	Selection; Difference between recruitment and selection; Selection process essentials; significance of selection procedure
Week 7	CLASS TEST Placement and induction; Introduction to employee training; Need & types of training; Training methods
Week 8	Introduction to executive development; Features & importance of executive development; Process of executive development; Cross-cultural training
Week 9	CLASS TEST Career planning- introduction and objectives; Process of career planning; Need and advantages of career planning; Career development
Week 10	Introduction to performance appraisal; Features & objectives of performance appraisal; process of performance appraisal
Week 11	Problems of performance appraisal; Compensation-introduction & objectives; Principles of wages and salary compensation; Factors effecting compensation management; Process of wages
Week 12	MOCK TEST
Week 13	Salary administration; Theories of wages and salary administration; Employee benefits-introduction and objectives; Health and safety environment introduction; Theories of wages and salary administration
Week 14	Employee benefits-introduction and objectives Health and safety environment introduction
Week 15	REVISION

Name of the Assistant Professor: Dr. Preeti Vijay Class And Section: B.Com (SFS) 1st sem E Name of Subject: Financial Accounting	
Week 1	Meaning, Objectives, Scope and Nature of Accounting Basic Accounting Terms
Week 2	ASSIGNMENT and Accounting principles, Accounting Standards, Double entry system
Week 3	Recording of accounting transactions including GST
Week 4	CLASS TEST , Trial Balance, Capital and Revenue,
Week 5	Provision and Reserves, Depreciation: Introduction
Week 6	ASSIGNMENT and Depreciation: Fixed Installment method, Diminishing balance method – Numerical Questions
Week 7	Depreciation – Numerical questions
Week 8	CLASS TEST , Errors and their rectification
Week 9	Financial Statements: Introduction, Format
Week 10	Financial Statements – with adjustments
Week 11	Financial Statements – with adjustments: Practice of Numerical questions
Week 12	MOCK TEST and Computerized accounting system,
Week 13	Accounts of non-profit organizations
Week 14	Numerical questions - Doubts
Week 15	REVISION

Name of the Assistant/Associate Professor: Dr. Preeti Vijay Class And Section: <u>B.sc.</u> life sciences and home science, 1st sem Subject: Financial Literacy	
Week 1	Meaning, importance and scope of Financial Literacy. Budgeting, prerequisites of Financial Literacy
Week 2	Various financial institutions- Banks, insurance companies, mobile app based services etc.
Week 3	Meaning, Importance and need for financial planning.
Week 4	Procedure and financial planning for budget. Different kinds of budget. Submission of assignment and viva.
Week 5	Types of banks, banking services and products. Types of bank deposit accounts.
Week 6	Various types of loans - short term, long term, education loan, vehicle loan, Agriculture loan etc. Cash less banking.
Week 7	Case study. CIBIL, ATM, net banking, RTGS, NEFT, IMPS ETC.
Week 8	Submission of project file. Post office saving schemes.
Week 9	Life insurance policies - life insurance, term insurance, endowment policies, pension policies, ULIP etc.
Week 10	Property insurance and health insurance. Test.
Week 11	Stock market - basic concepts. SENSEX, NIFTY, IPO, FPO, OFS ETC. QUIZ
Week 12	Mock Test
Week 13	PRESENTATION
Week 14	Doubt class and test.
Week 15	Revision

Name of the Assistant Professor: Dr. Preeti vijay
Class And Section: BBA 1st sem
Subject: Financial Accounting

Week 1	Meaning, Need for accounting and accounting information system, Stakeholder using accounting information, Qualitative aspects of financial accounting.
Week 2	Accounting standards in India and International (outline).
Week 3	Branches of Accounting, Types of Business Organizations, Accounting taxonomy, Accounting concepts and conventions, Accounting concept of income and expenditure, Classification of capital and revenue- Expenditure and income.
Week 4	Accounting equation of assets equals capital and liabilities, accounting process, contingent assets and liabilities, Fictitious assets.
Week 5	Transactions - nature, Entry in Journal, Purchases, sales, Returns, Receivables, and payables, Inventory, Depreciation and amortizations, reserves, Intangible assets accounting, GST transactions.
Week 6	Entry in Ledger.
Week 7	Accounting accuracy through Trial balance, correction of errors.
Week 8	Preparation of Trading and Profit and Loss account, cash books.
Week 9	Balance Sheet of sole trading concerns, importance of disclosures in final accounts.
Week 10	Introduction to company - kinds, share capital, issue of shares, schedules to accounts.
Week 11	Financial statements as per Companies Act- 2013, Provisions as to Preparation of Financial Statements.
Week 12	MOCK TEST
Week 13	Preparation of Income statement and Balance sheet (horizontal and Vertical).
Week 14	Green Accounting and Sustainable Reporting- Need and objectives, Sustainability reporting need and methods, data collection, analysis for Sustainable reporting to improve value of business, IFRS Financial sustainability disclosure standards.
Week 15	REVISION

Name of the Assistant Professor: Dr. Preeti Vijay Class And Section: M.Com. 1st Sem. Subject: Business Analytics	
Week 1	Fundamentals of Business Analytics: Concept, Types and Importance. Business Intelligence: Meaning, Components, Implementation and Importance Emerging trends in BI.
Week 2	ASSIGNMENT and Business Analytics Process. Descriptive Analytics: Tools, Techniques and Business Impact. Role and Importance of Descriptive Analytics.
Week 3	Predictive Analytics: Models, Tools and Business Impact. Importance and Application of Predictive Analytics in the business realm.
Week 4	CLASS TEST , Basics of Data Mining. Techniques and Importance of Data Mining. Data Mining Process and Application in Predictive Analytics.
Week 5	Machine Learning: Concept, Features and Tools. Prescriptive Analytics: Concept, Nature, Tools and Modeling. Applications of Prescriptive Analytics in Business Realm. Practical Examples and Case Scenarios.
Week 6	ASSIGNMENT and Business Analytics in Action: Applicability across Different areas. Practical Applications. Financial Analytics: Nature and Significance. Tools and Techniques used for Financial Analytics
Week 7	Human Resource Analytics: Nature, Significance and Application. Tools, Techniques and basic steps in Implementing HR Analytics.
Week 8	CLASS TEST , Marketing Analytics: concept, Nature and Significance if Marketing Analytics in the business world. Tools and Techniques used for Marketing Analytics
Week 9	Healthcare Analytics: Concept, Nature, Significance and Application of Healthcare Analytics in the business Realm. Supply Chain Analytics: Concept, Applications, Techniques and Key Matrices in Supply Chain Analytics.
Week 10	Sports Analytics: Concept, Nature, Importance and Techniques. Key Matrices in Sports Analytics. Case Studies.
Week 11	Analytics for Government and Non-Profit Organizations. Importance and Key Applications of Analytics in Government Organizations and Non-Profit Organizations. Key Matrices, Tools and Techniques of Analytics.
Week 12	MOCK TEST and Developing Analytics. The different roles within an Analytics Team. Overlapping Roles and Collaboration. Essential Skills for success in Analytics.
Week 13	Big Data and its Analysts: Exploring Concepts, Tools and Applications. Importance of Big Data. Role of Business Analysts in Big Data.
Week 14	Business Analytics Tools and Industry Landscape. Important Analytics Software and their features. Key Categories of Analytics Software. Job Opportunities in Business Analytics.
Week 15	REVISION

Name of the Assistant Professor: Ms. Leena Bhatia Class And Section: B.com 1st sem (E) Subject: Digital & technological solutions(VAC)	
Week 1	Role and significance of digital technology
Week 2	ICT tools
Week 3	Computer system and its working, software and its types
Week 4	Operating system and problem solving
Week 5	Class test-1 Operating system, ICT tools.
Week 6	Communication system
Week 7	Computer network & internet
Week 8	Emerging technologies and their applications
Week 9	Robotics, quantum computing, Cloud computing
Week 10	Class test-2 Technologies and their application, robotics
Week 11	Digital India & E-governance
Week 12	MOCK TEST
Week 13	Digital financial tools
Week 14	Cyber security
Week 15	REVISION

Name of the Assistant Professor: Ms. Leena Bhatia Class And Section: B.com 1st year Aided, SFS Subject: Fundamentals of Computing(MDC)	
Week 1	Meaning of computer , features of computer , history evolution of computer , classification of computer , computer and its working
Week 2	ASSIGNMENT Usefulness of computer, similarities between human being and computer, difference between human being and computer, Application of computer in various fields, computer codes and types.
Week 3	Input devices – keyboard, mouse, joystick, trackball, digitizer and voice recognition system, optical recognition, and scanner.
Week 4	CLASS TEST , Terminals, point of sale terminals, machine vision system, printer and its types , meaning of memory , features of memory .
Week 5	Concept of primary and secondary memory, RAM, ROM, types of RAM and ROM , Cache memory
Week 6	ASSIGNMENT Secondary storage devices: sequential and direct access devices viz. magnetic tape, magnetic disk, optical disk and virtual memory. Meaning of operating system features of operating system, and Functions of operating system.
Week 7	Measuring system performance , assemblers , compilers and interpreter , batch operating system , multi programming , multi-tasking , multi-processing , time sharing
Week 8	CLASS TEST , Windows , UNIX , and structure of UNIX , LINUX , structure of LINEX , data communication process , data transmission speed , communication channels and types of communication channels ,concept of problem solving, problem definition, programming languages and classification, design techniques, computer program life cycle, program development process
Week 9	Data transmission media, modem and its working, features and data Transmission, meaning of networking, types of networking, LAN topologies.
Week 10	Computer protocol, concept relating to networking, introduction to internet, WWW, Web browsers, applications of internet, connecting to Internet, ISP.
Week 11	Internet tools, advanced e mail features, e-mail in professional settings, Troubleshooting common email issues.
Week 12	MOCK TEST Introduction to electronic mail , structure of electronic mail , advantages and disadvantages of electronic mail , user id , passwords , email address , message components , message composition .
Week 13	Web browsers, and search engines, types of search engines, introduction to business data processing, data storage hierarchy.
Week 14	Computer application in AI, banking, education, marketing, desktop publishing, CAD/CAM, project management, sports, Research and Developments.
Week 15	REVISION

Name of the Assistant Professor: Ms. Leena Bhatia Class And Section: B.com 1st year E,F Subject: Object-Oriented Concepts and C++ Programming(Minor)	
Week 1	Basic concept of OOP, Comparison of Procedural programming and OOP, Application of object-oriented programming, Characteristics of OOP
Week 2	Objects, classes, Encapsulation, Data Abstraction, Inheritance, Polymorphism, Dynamic Binding, Message Passing
Week 3	Basic Syntax and Structure of C++ Programs, Data types, variables and constants in C++, Control structures; Decision making and looping constructs.
Week 4	Functions and Parameters passing in C++, Arrays and Strings in C++, Pointers
Week 5	Class, Object, Memory allocation for objects. Member Function and Data members
Week 6	Access specifiers, public, private, protected, Encapsulation and Data hiding, Constructors and Destructors, Accessory and matador functions, Friend function
Week 7	Dynamic Memory allocation: new and delete, Static class members, Constructors, parameter and copy Constructors, Destructors.
Week 8	Types of Inheritance, Overriding Basic Class members in a derived class, Public, Protected and Private Inheritance
Week 9	Constructors and destructors in derived classes, Virtual Inheritance, Function overloading, Operator overloading, Overloading Unary and Binary Operators
Week 10	Abstract Classes and Pure Virtual Functions. Dynamic Polymorphism
Week 11	Try, Throw, Catch, Multiple catch, Re-Throwing an Exception specifications, Processing unexpected exceptions
Week 12	MOCK TEST
Week 13	Functions Templates, Overloading Template function, Class Templates.
Week 14	Namespace and Overview of Standard Template Library.
Week 15	REVISION

Name of the Assistant Professor: Ms. Leena Bhatia Class and Section: B.com & BCA 5th sem Subject: E-Business	
Week 1	Introduction to E-Business: meaning, concept, scope and importance; history of the Internet and evolution of e-business.
Week 2	Traditional business vs. e-business; organizational culture for e-business; benefits and limitations.
Week 3	E-business framework: markets to communities; components of an e-enabled sell site.
Week 4	Commerce platforms; e-enabled customer service; examples and applications of e-business.
Week 5	E-procurement: meaning, process, benefits and role in e-business development.
Week 6	E-business development; e-business strategy – planning to action; strategic planning process.
Week 7	E-business design: key principles, customer-oriented design and effective online business presence.
Week 8	E-business operations: e-marketplaces – concept, types, participants and working.
Week 9	Supply chain management and e-business; integration of suppliers, distributors and customers.
Week 10	Enterprise resource planning (ERP): meaning, components, benefits and role in e-business.
Week 11	Knowledge management and e-business; integration and application-based discussion.
Week 12	Mock Test: Units I–II and topics covered so far.
Week 13	E-business infrastructure: e-business technologies; e-banking; e-governance and mobile business.
Week 14	Issues and challenges in e-business: e-security, cybercrimes and cyber laws; computer fraud and abuse; software piracy; viruses and harmful software; future of e-business.
Week 15	Revision of the complete syllabus; important questions and doubt-clearing.

Name of the Assistant Professor: Ms. Leena Bhatia Class And Section: B.com 3rd Sem Subject: Cyber Security & Artificial Intelligence(SEC)	
Week 1	Overview of Cyber security: Concept of Cyber Security, Significance and its Fundamentals.
Week 2	ASSIGNMENT Cyber Security Techniques: Cryptography, Encryption, Firewalls, Passwords, Privacy, Digital Signatures, Issues and Challenges in Cyber Security.
Week 3	Regulations: Cyber Security Policies, Major Regulating Bodies, Compliance Requirements and Recent Government Initiatives in India.
Week 4	Overview of Cyber Crime: Concept of Cyber Crime, Definition of Cybercrime under IT Act 2000 Cyber Terrorism. Digital Forensics.
Week 5	. Classification of Cyber Crimes: Hacking und Malicious Code (Viruses, Time Bombs, Trojans, Malware, DOS, DDOS, Web Defacement, Phishing, Cloning),
Week 6	Financial Frauds and Social Engineering Attacks, Malware and Ransom ware Attacks, Zero-Day and zero-Click Attacks, Cyber Sulking, Cyber Bullying, and Cyber Pornography, Child Pornography, Cyber Laundering, Online Betting und Games,
Week 7	CLASS TEST Cyber Laws; Overview of IT Act 2000, Important Provisions, Reporting Cyber Crime, Investigation Techniques, Remedial Measures.
Week 8	Social Media Overview and Security: introduction to Social Network/Media,
Week 9	CLASS TEST , , Platforms of Social Media, Trends in Social Media (Deep Fakes, Sock puppets),
Week 10	Media Social Media Monitoring and Privacy: Hash tags, viral content, social media marketing, Managing Social Media Privacy & Security settings,
Week 11	Types of Social Flagging, and reporting of inappropriate content, Legal aspects of posting inappropriate content
Week 12	MOCK TEST ,Overview of Artificial intelligence (AI): Meaning and Definition of AI, Emergence of AI in Modem IT world,
Week 13	Need and significance of AI, Challenges and Opportunities of AI, AI in Commerce, AI in Cyber Security
Week 14	Chat Bots and Virtual Assistants: Boon or Bane, Artificial Intelligence vs. Ethics and Morality.
Week 15	REVISION

Name of the Assistant Professor: Ms. Leena Bhatia Class And Section: B.Sc. (Phy. Sci.) 3rd sem Subject: Internet and Web Design (Minor)	
Week 1	Introduction: Concept of Web Design
Week 2	ASSIGNMENT Web Servers; Hypertext Transfer Protocol, URLs
Week 3	Searching and Web Casting Techniques; Search Engines and Search Tools
Week 4	CLASS TEST Domain Name System, Home Page, Web page and Website
Week 5	Web Publishing: Hosting your Site; Internet Service Provider; Phases of Planning and designing your Website
Week 6	Steps for developing your Site; Choosing the contents; Web Development: Introduction to HTML
Week 7	Hypertext and HTML; HTML Document Features; HTML command Tags; Headers; Text styles; Text Structuring; Text colors and Background; Formatting text.
Week 8	CLASS TEST List: Definition and types of Lists - Ordered and Unordered, Table Creation and Layouts
Week 9	Images; Inserting Graphics; Frame Creation and Layouts; Creating Links; Basic Concepts, Properties,
Week 10	Working with Forms and Menus; Working with Radio Buttons and Check Boxes;
Week 11	Text Boxes; Page layouts. Unit–IV Cascading Style Sheets (CSS), Creation of Style Sheets. Common Tasks with CSS: Text, Fonts, Margins
Week 12	MOCK TEST
Week 13	Links, Tables, Colors. Marquee. Mouse Overs. Filters and Transitions. Adding Links. Adding Tables. Adding Forms.
Week 14	Adding Image and Sound. Use of CSS in HTML Documents, Linking and Embedding of CSS in HTML.
Week 15	REVISION

Name of the Assistant Professor: Ms. Rachna Sharma Class And Section: B.Com C, 3rd sem Subject: Corporate Accounting	
Week 1	Issue of Share
Week 2	Forfeiture of shares, Pro rata allotment of shares
Week 3	Practical Questions, Right issue of shares, Assignment
Week 4	Test of Forfeiture of Shares, Underwriting
Week 5	Issue of Debentures
Week 6	Accounts of Holding Company,
Week 7	Doubts of Accounts of Holding Company, Valuation of Shares
Week 8	Profit and loss prior to incorporation and subsequent to incorporation
Week 9	Final Accounts of Companies
Week 10	Schedule III for preparing Balance sheet and Statement of Profit and Loss A/C
Week 11	Practical questions, Doubts, test
Week 12	MOCK TEST ,Redemption of Debentures
Week 13	Methods of Redemption of Debentures
Week 14	Practical questions and doubts
Week 15	REVISION

Name of the Assistant Professor: Ms. Rachna Sharma Class And Section: B.com 1st year Subject: Basics of economics (Minor)	
Week 1	Nature and scope of economics
Week 2	Central problems of an economy
Week 3	Central problems of an economy
Week 4	Class test-1 Nature and scope of economics and central problems of an economy
Week 5	Utility analysis
Week 6	Consumer equilibrium
Week 7	Theory of demand
Week 8	Law of demand and exceptions of demand
Week 9	Price elasticity of demand
Week 10	Income and cross elasticity of demand
Week 11	Class test-2 Demand and price elasticity
Week 12	MOCK TEST
Week 13	Theory of cost
Week 14	Concept of revenue
Week 15	REVISION

Name of the Assistant Professor: Ms. Rachna Sharma Class And Section: B.Com B sem 1st Subject: Business Communication (Skill Enhancement Course)	
Week 1	Introduction to Business Communication
Week 2	Seven C's of Effective Communication
Week 3	Principles of Effective Communication, Test 1
Week 4	Miscommunication , Barriers , Suggestions for Effective Communication
Week 5	Reading Skills
Week 6	Listening Skills
Week 7	Note Making, Assignment submission
Week 8	Body language and Gestures, Test 2
Week 9	Email Writing
Week 10	PRESENTATION
Week 11	Letter writing
Week 12	MOCK TEST ,Resume Making and Letter Writing on MS Word, File submission
Week 13	Parts of Business Letter Writing
Week 14	In Communication Challenges to the Organization Made by New Technologies
Week 15	REVISION

Name of the Assistant Professor: Ms. Samina Class And Section: B.com 1st year (Minor course) Subject: Fundamentals of Computing and problem solving using C	
Week 1	Meaning Of Computer, History Of Computer, Generation Of Computer, Components Of Computer, Classification Of Computer, Application Of Computer, Explain Input And Output Devices.
Week 2	ASSIGNMENT , Concept Of Memory, Cache Memory, Secondary Storage Devices. Introduction To Computer Networking, Types Of Networking, Network Topologies, Internet And Its Application, Operating System And Its Functions.
Week 3	Introduction To Software Development Methodologies- Basic Of Algorithm And Problem Solving Strategies, Planning The Computer Program, Problem Definition, Program Design, Debugging, Types Of Errors In Programming , Techniques Of Problem Solving- Flowchart And Algorithm.
Week 4	CLASS TEST , Introduction To C, History Of C, Importance Of C, Elements Of C, C Character Set, Identifiers And Keywords, Data Types, Constants And Variables, Assignment Statements, Symbolic Constant.
Week 5	Structure Of C, Printf Function, Scanf Function, Operators & Expression, Type Casting And Conversion,, Operator Hierarchy & Associativity.
Week 6	ASSIGNMENT ,Introduction To Decision Making And Branching , Explain IF Statement, IF-ELSE Statements, Nested IF Statements, ELSE-IF Ladder, Switch Statements, GO To Statements(With Programs)
Week 7	Introduction To Decision Making And Looping, Explain- While, Do-While, For Loop, Jumps In Loops, Break, Continue Statements, And Nested Loops(With Programs)
Week 8	CLASS TEST , Introduction To Function And Modular Programming, Standard Mathematical Function, Unformatted & Formatted I/O Functions In C, Explain Input Function, Explain Output Function, String Manipulation Function.(With Programs)
Week 9	User Defined Function, Introduction To Function Prototype, Local And Global Variables, Passing Parameters, Recursion(With Programs)
Week 10	Introduction To Array And Pointers: Definition, Types, Initialization, Processing An Array, Passing Array To Functions(With Programs)
Week 11	Declaration And Initialization Of String, Input Of String Data, Output Of String Data, Introduction To Pointer(With Programs)
Week 12	MOCK TEST and Pointer And Memory Management In C, Meaning Of File, File Operation In C, Dynamic Memory Allocation And De allocation.
Week 13	Advanced Control Structure; Switch, Break And Continue Statements (With Programs)
Week 14	Algorithmic Problem Solving Using C, Design And Implementation Of C Program, Debugging And Testing Techniques For C.
Week 15	REVISION

Name of the Assistant Professor: Ms. Samina Class And Section: B.com 2nd year (Minor course) Subject: Object-Oriented Concepts and C++ Programming	
Week 1	Basic concept of OOP, Comparison of Procedural programming and OOP, Application of object-oriented programming, Characteristics of OOP
Week 2	Objects, classes, Encapsulation, Data Abstraction, Inheritance, Polymorphism, Dynamic Binding, Message Passing
Week 3	Basic Syntax and Structure of C++ Programs, Data types, variables and constants in C++, Control structures; Decision making and looping constructs.
Week 4	Functions and Parameters passing in C++, Arrays and Strings in C++, Pointers
Week 5	Class, Object, Memory allocation for objects. Member Function and Data members
Week 6	Access specifiers, public, private, protected, Encapsulation and Data hiding, Constructors and Destructors, Accessor and mutator functions, Friend function
Week 7	Dynamic Memory allocation: new and delete, Static class members, Constructors, parameter and copy Constructors, Destructors.
Week 8	Types of Inheritance, Overriding Basic Class members in a derived class, Public, Protected and Private Inheritance
Week 9	Constructors and destructors in derived classes, Virtual Inheritance, Function overloading, Operator overloading, Overloading Unary and Binary Operators
Week 10	Abstract Classes and Pure Virtual Functions. Dynamic Polymorphism
Week 11	Try, Throw, Catch, Multiple catch, Re-Throwing an Exception specifications, Processing unexpected exceptions
Week 12	MOCK TEST
Week 13	Functions Templates, Overloading Template function, Class Templates.
Week 14	Namespace and Overview of Standard Template Library.
Week 15	REVISION

Name of the Assistant Professor: Ms. Samina Class & Section: Minor B.Com 5th sem Subject: Database Design and MySQL	
Week 1	Introduction to Database Systems: definition, purpose and types of databases; flat-file vs. relational databases. Applications of databases in healthcare, e-commerce, etc. Practical: identify real-world database applications.
Week 2	Components of a DBMS: storage engine, query processor and transaction manager. Role of DBMS in data management. Practical: overview of a DBMS environment and basic database operations.
Week 3	Relational Model Basics: tables, rows and columns; primary key, foreign key and candidate key. Integrity constraints: entity and referential integrity. Practical: create simple relational tables and define keys.
Week 4	Introduction to MySQL: MySQL as an RDBMS; MySQL architecture and installation. Practical: install/configure MySQL and create a database; basic MySQL commands.
Week 5	Entity-Relationship (ER) Modelling: entities, attributes and relationships. Relationship types: 1:1, 1:N and M:N. Practical: identify entities, attributes and relationships from case studies.
Week 6	ER diagram notation (Chen/UML) and case studies. Relational Schema Design: converting ER diagrams into relational tables. Practical: draw ER diagrams and convert them into relational schemas.
Week 7	Normalization: functional dependencies and database anomalies—insert, delete and update anomalies. First Normal Form (1NF) and Second Normal Form (2NF). Practical: normalize sample relations up to 2NF.
Week 8	Third Normal Form (3NF) and Boyce-Codd Normal Form (BCNF) with practical examples. Practical: identify functional dependencies and normalize relations up to BCNF.
Week 9	Structured Query Language (SQL): DDL commands—CREATE, ALTER and DROP tables. DML commands—INSERT, UPDATE and DELETE. Practical: create, modify and populate tables in MySQL.
Week 10	DQL: SELECT statement and clauses—WHERE and GROUP BY. JOIN operations and subqueries. Practical: write and execute SELECT, filtering, grouping, JOIN and subquery queries.
Week 11	Advanced SQL in MySQL: built-in functions—string, numeric and date/time functions; views; indexes; stored procedures. Transactions and concurrency: ACID properties, COMMIT and ROLLBACK. Practical query exercises.
Week 12	MOCK TEST , Database Optimization: query optimization using EXPLAIN and indexing strategies. Introduction to normalization vs. denormalization trade-offs. Practical: analyze query execution plans and create/use indexes. Mock Test: Units I–III and covered Unit IV topics.
Week 13	Security and Backup in MySQL: user management, roles and privileges; data encryption; backups (mysqldump) and recovery. Practical: create users/roles, grant privileges, take a backup and understand recovery.
Week 14	Integration and Scalability: connecting MySQL with applications; introduction to cloud databases; RDS and MySQL on Azure. Practical: discuss/ demonstrate database connectivity concepts and cloud database use cases.
Week 15	Revision: complete syllabus revision with emphasis on ER modelling, normalization, SQL/MySQL commands, advanced SQL, transactions, optimization, security, backup and cloud/integration concepts. Practice important questions and query-based exercises.

Name of the Assistant Professor: Ms. Samina
Class And Section: B.com 1st year (MDC)
Subject: Fundamentals of computing

Week 1	Meaning of computer , features of computer , history evolution of computer , classification of computer , computer and its working
Week 2	ASSIGNMENT Usefulness of computer, similarities between human being and computer, difference between human being and computer, Application of computer in various fields, computer codes and types.
Week 3	Input devices – keyboard, mouse, joystick, trackball, digitizer and voice recognition system, optical recognition, and scanner.
Week 4	CLASS TEST , Terminals, point of sale terminals, machine vision system, printer and its types , meaning of memory , features of memory
Week 5	Concept of primary and secondary memory, RAM, ROM, types of RAM and ROM , Cache memory
Week 6	ASSIGNMENT Secondary storage devices: sequential and direct access devices viz. magnetic tape, magnetic disk, optical disk and virtual memory. Meaning of operating system features of operating system, and Functions of operating system.
Week 7	Measuring system performance , assemblers , compilers and interpreter , batch operating system , multi programming , multi-tasking , multi-processing , time sharing
Week 8	CLASS TEST , Windows , UNIX , and structure of UNIX , LINUX , structure of LINEX , data communication process , data transmission speed , communication channels and types of communication channels ,concept of problem solving, problem definition, programming languages and classification, design techquies, computer program life cycle, program development process
Week 9	Data transmission media, modem and its working, features and data Transmission, meaning of networking, types of networking, LAN topologies.
Week 10	Computer protocol, concept relating to networking, introduction to internet, WWW, Web browsers, applications of internet, connecting to Internet, ISP.
Week 11	Internet tools, advanced e mail features, e-mail in professional settings, Troubleshooting common email issues.
Week 12	MOCK TEST Introduction to electronic mail , structure of electronic mail , advantages and disadvantages of electronic mail , user id , passwords , email address , message components , message composition .
Week 13	Web browsers, and search engines, types of search engines , introduction to business data processing, data storage hierarchy.
Week 14	Computer application in AI, banking, education, marketing, desktop publishing, CAD/CAM, project management, sports, Research and Developments.
Week 15	REVISION

Name of the Assistant Professor: Ms. Samina Class And Section: B.com 2nd (D) Subject: Digital & technological solutions(VAC)	
Week 1	Role and significance of digital technology
Week 2	ICT tools
Week 3	Computer system and its working, software and its types
Week 4	Operating system and problem solving
Week 5	Class test-1 Operating system, ICT tools.
Week 6	Communication system
Week 7	Computer network & internet
Week 8	Emerging technologies and their applications
Week 9	Robotics, quantum computing, Cloud computing
Week 10	Class test-2 Technologies and their application, robotics
Week 11	Digital India & E-governance
Week 12	MOCK TEST
Week 13	Digital financial tools
Week 14	Cyber security
Week 15	REVISION

Name of the Assistant Professor: Ms. Pooja Gupta Class And Section: B.com III Sem (B,F) Subject: Cyber Security & Artificial Intelligence	
Week 1	Overview of Cyber security: Concept of Cyber Security, Significance and its Fundamentals.
Week 2	ASSIGNMENT Cyber Security Techniques: Cryptography, Encryption, Firewalls, Passwords, Privacy, Digital Signatures, Issues and Challenges in Cyber Security.
Week 3	Regulations: Cyber Security Policies, Major Regulating Bodies, Compliance Requirements and Recent Government Initiatives in India.
Week 4	Overview of Cyber Crime: Concept of Cyber Crime, Definition of Cybercrime under IT Act 2000 Cyber Terrorism. Digital Forensics.
Week 5	. Classification of Cyber Crimes: Hacking und Malicious Code (Viruses, Time Bombs, Trojans, Malware, DOS, DDOS, Web Defacement, Phishing, Cloning),
Week 6	Financial Frauds and Social Engineering Attacks, Malware and Ransom ware Attacks, Zero-Day and zero-Click Attacks, Cyber Sulking, Cyber Bullying, and Cyber Pornography, Child Pomography, Cyber Liundering, Online Betting and Games,
Week 7	CLASS TEST Cyber Laws; Overview of IT Act 2000, Important Provisions, Reporting Cyber Crime, Investigation Techniques, Remedial Measures.
Week 8	Social Media Overview and Security: introduction to Social Network/Media,
Week 9	CLASS TEST , , Platforms of Social Media, Trends in Social Media (Deep Fakes, Sock puppets),
Week 10	Media Social Media Monitoring and Privacy: Hash tags, viral content, social media marketing, Managing Social Media Privacy & Security settings,
Week 11	Types of Social Flagging, and reporting of inappropriate content, Legal aspects of posting inappropriate content
Week 12	MOCK TEST ,Overview of Artificial intelligence (AI): Meaning and Definition of AI, Emergence of AI in Modem IT world,
Week 13	, Need and significance of AI, Challenges and Opportunities of AI, AI in Commerce, AI in Cyber Security
Week 14	Chat Bots and Virtual Assistants: Boon or Bane, Artificial Intelligence vs. Ethics and Morality.
Week 15	REVISION

Name of the Assistant Professor: Ms. Pooja Gupta Class and Section: BBA 5th sem Subject: E-Business	
Week 1	Introduction to E-Business: meaning, concept, scope and importance; history of the Internet and evolution of e-business.
Week 2	Traditional business vs. e-business; organizational culture for e-business; benefits and limitations.
Week 3	E-business framework: markets to communities; components of an e-enabled sell site.
Week 4	Commerce platforms; e-enabled customer service; examples and applications of e-business.
Week 5	E-procurement: meaning, process, benefits and role in e-business development.
Week 6	E-business development; e-business strategy – planning to action; strategic planning process.
Week 7	E-business design: key principles, customer-oriented design and effective online business presence.
Week 8	E-business operations: e-marketplaces – concept, types, participants and working.
Week 9	Supply chain management and e-business; integration of suppliers, distributors and customers.
Week 10	Enterprise resource planning (ERP): meaning, components, benefits and role in e-business.
Week 11	Knowledge management and e-business; integration and application-based discussion.
Week 12	Mock Test: Units I–II and topics covered so far.
Week 13	E-business infrastructure: e-business technologies; e-banking; e-governance and mobile business.
Week 14	Issues and challenges in e-business: e-security, cybercrimes and cyber laws; computer fraud and abuse; software piracy; viruses and harmful software; future of e-business.
Week 15	Revision of the complete syllabus; important questions and doubt-clearing.

Name of the Assistant Professor: Ms. Pooja Gupta Class And Section: B.com 1st year (MDC) B,C Subject: Fundamentals of computing	
Week 1	Meaning of computer , features of computer , history evolution of computer , classification of computer , computer and its working
Week 2	ASSIGNMENT Usefulness of computer, similarities between human being and computer, difference between human being and computer, Application of computer in various fields, computer codes and types.
Week 3	Input devices – keyboard, mouse, joystick, trackball, digitizer and voice recognition system, optical recognition, and scanner.
Week 4	CLASS TEST , Terminals, point of sale terminals, machine vision system, printer and its types , meaning of memory , features of memory .
Week 5	Concept of primary and secondary memory, RAM, ROM, types of RAM and ROM , Cache memory
Week 6	ASSIGNMENT Secondary storage devices: sequential and direct access devices viz. magnetic tape, magnetic disk, optical disk and virtual memory. Meaning of operating system features of operating system, and Functions of operating system.
Week 7	Measuring system performance , assemblers , compilers and interpreter , batch operating system , multi programming , multi-tasking , multi-processing , time sharing
Week 8	CLASS TEST , Windows , UNIX , and structure of UNIX , LINUX , structure of LINEX , data communication process , data transmission speed , communication channels and types of communication channels ,concept of problem solving, problem definition, programming languages and classification, design techiques, computer program life cycle, program development process
Week 9	Data transmission media, modem and its working, features and data Transmission, meaning of networking, types of networking, LAN topologies.
Week 10	Computer protocol, concept relating to networking, introduction to internet, WWW, Web browsers, applications of internet, connecting to Internet, ISP.
Week 11	Internet tools, advanced e mail features, e-mail in professional settings, Troubleshooting common email issues.
Week 12	MOCK TEST Introduction to electronic mail , structure of electronic mail , advantages and disadvantages of electronic mail , user id , passwords , email address , message components , message composition .
Week 13	Web browsers, and search engines, types of search engines , introduction to business data processing, data storage hierarchy.
Week 14	Computer application in AI, banking, education, marketing, desktop publishing, CAD/CAM, project management, sports, Research and Developments.
Week 15	REVISION

Name of the Assistant Professor: Ms. Pooja Gupta Class And Section: B.Com 2nd Year Subject: Web Designing (MDC)	
Week 1	Introduction: Concept of Web Design
Week 2	ASSIGNMENT Web Servers; Hypertext Transfer Protocol, URLs
Week 3	Searching and Web Casting Techniques; Search Engines and Search Tools
Week 4	CLASS TEST Domain Name System, Home Page, Web page and Website
Week 5	Web Publishing: Hosting your Site; Internet Service Provider; Phases of Planning and designing your Website
Week 6	Steps for developing your Site; Choosing the contents; Web Development: Introduction to HTML
Week 7	Hypertext and HTML; HTML Document Features; HTML command Tags; Headers; Text styles; Text Structuring; Text colors and Background; Formatting text.
Week 8	CLASS TEST List: Definition and types of Lists - Ordered and Unordered, Table Creation and Layouts
Week 9	Images; Inserting Graphics; Frame Creation and Layouts; Creating Links; Basic Concepts, Properties,
Week 10	Working with Forms and Menus; Working with Radio Buttons and Check Boxes;
Week 11	Text Boxes; Page layouts. Unit–IV Cascading Style Sheets (CSS), Creation of Style Sheets. Common Tasks with CSS: Text, Fonts, Margins
Week 12	MOCK TEST
Week 13	Links, Tables, Colors. Marquee. Mouse Overs. Filters and Transitions. Adding Links. Adding Tables. Adding Forms.
Week 14	Adding Image and Sound. Use of CSS in HTML Documents, Linking and Embedding of CSS in HTML.
Week 15	REVISION

Name of the Assistant Professor: Ms. Nalnee Class And Section: B.Com (Aided) 1st year, (C,D) Name of Subject: Financial Accounting	
Week 1	Meaning, Objectives, Scope and Nature of Accounting Basic Accounting Terms
Week 2	Accounting principles Accounting Standards Double entry system
Week 3	Recording of accounting transactions including GST
Week 4	Trial Balance Capital and Revenue Test 1
Week 5	Provision and Reserves Depreciation: Introduction
Week 6	Depreciation: Fixed Installment method, Diminishing balance method – Numerical Questions
Week 7	Depreciation – Numerical questions
Week 8	Errors and their rectification
Week 9	Financial Statements: Introduction, Format Assignment
Week 10	Financial Statements – with adjustments
Week 11	Financial Statements – with adjustments: Practice of Numerical questions
Week 12	MOCK TEST , Computerized accounting system Test 2
Week 13	Accounts of nonprofit organizations
Week 14	Numerical questions - Doubts
Week 15	REVISION

Name of the Assistant Professor: Ms. Nalnee
Class And Section: B.Com(Aided & SFS) 5th sem
Subject: Industrial Economics (Minor)

Week 1	Nature and scope of industrial economics, history and development of industrial economics
Week 2	Basic concepts- Firm, Industry, Market, Market structure, Power, Passive and active behaviour of the firm
Week 3	Conceptual framework of industrial economics, organizational form and alternative motives of the firm,
Week 4	Industrial efficiency, technical efficiency, optimum size of the firm
Week 5	Firms growth, acquisition, diversification, mergers constraints on growth, demand, managerial and financial
Week 6	Class test-1 Unit-1
Week 7	Sellers concentration, product differentiation
Week 8	Entry conditions and economies of scale
Week 9	Advertising strategy and determinants of profitability
Week 10	Class test-2 Unit-3
Week 11	Factors affecting location, contribution of Weber and sergeant Florence
Week 12	MOCK TEST
Week 13	Location policy in India since independence
Week 14	Industrial concentration and dispersal in India
Week 15	REVISION

Name of the Assistant Professor: Ms. Nalnee Class And Section: B.Com (Aided) (C) 1st Sem Subject: Business Communication (Skill Enhancement Course)	
Week 1	Introduction to Business Communication
Week 2	Seven C's of Effective Communication
Week 3	Principles of Effective Communication, Test 1
Week 4	Miscommunication , Barriers , Suggestions for Effective Communication
Week 5	Reading Skills
Week 6	Listening Skills
Week 7	Note Making, Assignment submission
Week 8	Body language and Gestures, Test 2
Week 9	Email Writing
Week 10	PRESENTATION
Week 11	Letter writing
Week 12	MOCK TEST ,Resume Making and Letter Writing on MS Word, File submission
Week 13	Parts of Business Letter Writing
Week 14	In Communication Challenges to the Organization Made by New Technologies
Week 15	REVISION

Name of the Assistant Professor: Dr. Priti Malik Class and Section: B.com 1st (C) Year (Aided) Subject: Managerial Skills	
Week 1	Introduction to managerial skills : Meaning and concept of Managerial skills, needs and its importance,
Week 2	Techniques of skill development for effective Management, Application of Managerial Skills
Week 3	Coordination and Interpersonal Roles ; Test of Managerial skills its need and importance
Week 4	Problem solving: problem solving , creativity, innovation, steps of analytical problem solving Test 1
Week 5	Limitations of analytical problem solving, impediments of creativity, approaches
Week 6	empowering and delegating : Meaning of empowerment, dimension of empowerment,
Week 7	How to develop empowerment, inhibitors of empowerment, delegating works. Test 2
Week 8	Team and Group: Team Building, developing teams and teamwork,
Week 9	Assignment of Problem solving , advantages of a team, Leading a team, team membership,
Week 10	Group Dynamics, Group Behavior, cohesion, Importance of Brain Storming,
Week 11	Test of Team and Group , Sensitivity Training, Nominal Group techniques Leadership
Week 12	Mock Test
Week 13	Communication : Process of Communication, Need and Importance of communication skills, Types of communication,
Week 14	Conduct of meetings, Interview, reporting of Projects, Reporting of case analysis, Building self-confidence, Role of motivation skills in developing managers
Week 15	REVISION

Name of the Assistant Professor: Dr. Priti Malik Class And Section: B.com 3rd sem sec – E Subject: Business Law	
Week 1	Introduction to Mercantile Law
Week 2	ASSIGNMENT and Valid contract and its elements
Week 3	Proposal, Acceptance and Revocation
Week 4	CLASS TEST , Contractual Capacity of Parties
Week 5	Free consent of Parties
Week 6	ASSIGNMENT and Lawful Consideration and object
Week 7	Agreements Expressly declared Void
Week 8	CLASS TEST , Legal Formalities-written and registered
Week 9	Contingent Contracts
Week 10	Performance of Contracts
Week 11	Discharge of contract Implied, Quasi or constructive contracts
Week 12	MOCK TEST and Consequences of Breach of contract, Contracts of Indemnity and Guarantee
Week 13	Contracts of Bailment and Pledge
Week 14	Consumer protection Act
Week 15	REVISION

Name of the Assistant Professor: Dr. Priti Malik Class and Section: B.com (Aided) 1st Year Subject: Managerial Skills (Minor)	
Week 1	Introduction to managerial skills : Meaning and concept of Managerial skills, needs and its importance,
Week 2	Techniques of skill development for effective Management, Application of Managerial Skills
Week 3	Coordination and Interpersonal Roles ; Test of Managerial skills its need and importance
Week 4	Problem solving: problem solving , creativity, innovation, steps of analytical problem solving,
Week 5	Limitations of analytical problem solving, impediments of creativity , multiple approaches in creativity
Week 6	empowering and delegating : Meaning of empowerment, dimension of empowerment,
Week 7	How to develop empowerment, inhibitors of empowerment, delegating works.
Week 8	Team and Group: Team Building, developing teams and teamwork,
Week 9	Assignment of Problem solving , advantages of a team, Leading a team, team membership,
Week 10	Group Dynamics, Group Behavior, cohesion, Importance of Brain Storming,
Week 11	Test of Team and Group , Sensitivity Training, Nominal Group techniques Leadership
Week 12	MOCK TEST ,Communication : Process of Communication, Need and Importance of communication skills, Types of communication,
Week 13	Conduct of meetings, Interview, reporting of Projects, Reporting of case analysis,
Week 14	Building self-confidence, Role of motivation skills in developing managers
Week 15	REVISION

Name of the Assistant Professor: Ms. Mamta Kumri Class And Section: B.com 1st C Subject: Business Communication	
Week 1	Basics of communication
Week 2	Meaning and importance of effective communication
Week 3	Types of communication
Week 4	Barriers of communication
Week 5	Reading skills
Week 6	Class test-1 Types and barriers of communication
Week 7	Listening skills
Week 8	Note making
Week 9	Persuasive speaking
Week 10	Body language and gestures
Week 11	Class presentations
Week 12	MOCK TEST
Week 13	E-mailing, Business letter writing
Week 14	Practical work
Week 15	REVISION

Name of the Assistant Professor: Ms. Mamta Kumari Class And Section: B.Com 1st sem, F Subject: Business Statistics	
Week 1	Introduction to Statistics: Origin, Meaning, Definition, Scope, Functions, Uses and Limitations
Week 2	Collection of Data: Primary and Secondary, Classification of data: Methods , Frequency Distribution
Week 3	Presentation of Data: Tabulation of data, graphically and diagrammatic presentation.
Week 4	Measures of Central Tendency: Mean, Median, Partition Values – Quartile, Decile and Percentile
Week 5	Measures of Central Tendency: Mode, Geometric Mean, Harmonic Mean TEST of Chapter: Introduction to Statistics and Collection of Data
Week 6	Measures of Dispersion: Range, Inter-quartile Range and Quartile deviation, Mean deviation, Standard deviation
Week 7	Measures of Dispersion: Coefficient of variation, Lorenz Curve. Measures of Skewness: karl pearson's Method Bowley's Method , kelly's Method
Week 8	Moments and Measures of Kurtosis Index numbers: Meaning, Definition, Uses, Limitations, Types, Problems
Week 9	Index Numbers: Methods of Constructing index numbers and Assignment on Measure of Dispersion
Week 10	Index numbers: Specific problems regarding construction of index numbers
Week 11	Probability: Introduction, Addition theorem TEST of Measures of Central Tendency
Week 12	MOCK TEST , Probability: Conditional Probability and Multiplication Theorem
Week 13	Probability: Bayes' Theorem and Its Application
Week 14	Probability: Bayes' Theorem and Its Application
Week 15	REVISION

Name of the Assistant/Associate Professor: Ms. Mamta Kumari Class And Section: B.com (5th Sem) section A&D Subject: Managerial Economics	
Week 1	Nature and scope of Managerial Economics
Week 2	Fundamental Economics concept
Week 3	Theory of Demand
Week 4	Elasticity of Demand
Week 5	Consumer Behavior: Utility Approach
Week 6	Indifference curve Approach
Week 7	Demand Estimation/Forecasting
Week 8	Production function and law of production,
Week 9	Isoquant curve and producer Equilibrium
Week 10	Theory of cost, Price Determination under perfect competition
Week 11	Equilibrium of firm and industry under perfect competition Price determination under monopoly
Week 12	Mock Test
Week 13	Price determination under Monopolistic competition and oligopoly
Week 14	Managerial theory of firm Pricing strategy and tactics
Week 15	Pricing under risk and uncertainty Elements of factor pricing Revision

Name of the Assistant Professor: Dr. Sonam Yadav Class And Section: BBA 5th sem Subject: Industrial Economics (Minor)	
Week 1	Nature and scope of industrial economics, history and development of industrial economics
Week 2	Basic concepts- Firm, Industry, Market, Market structure, Power, Passive and active behaviour of the firm
Week 3	Conceptual framework of industrial economics, organizational form and alternative motives of the firm,
Week 4	Industrial efficiency, technical efficiency, optimum size of the firm
Week 5	Firms growth, acquisition, diversification, mergers constraints on growth, demand, managerial and financial
Week 6	Class test-1 Unit-1
Week 7	Sellers concentration, product differentiation
Week 8	Entry conditions and economies of scale
Week 9	Advertising strategy and determinants of profitability
Week 10	Class test-2 Unit-3
Week 11	Factors affecting location, contribution of Weber and sergeant Florence
Week 12	MOCK TEST
Week 13	Location policy in India since independence
Week 14	Industrial concentration and dispersal in India
Week 15	REVISION

Name of the Assistant Professor: Dr. Sonam Yadav Class And Section: BBA 5th sem Subject: Introduction to HRM	
Week 1	Strategic importance of HRM: Objectives of HRM, challenges to HR professionals
Week 2	Role, responsibilities and competencies of HR professionals
Week 3	HR department operations,; HRP- objectives and process
Week 4	Human resource information system, contemporary issues in HRM
Week 5	Talent acquisition: recruitment and selection strategies, career planning, succession planning, socialization and induction of new employees,
Week 6	Class test-1 Unit-1
Week 7	Training and development, training need assessment, designing and administering training program, evaluation of T & D program
Week 8	Appraising performance, developing and instituting performance appraisal system
Week 9	Assessment and development centres, potential appraisal, rewarding performance, linking it to organizational objectives, determine compensation structure
Week 10	Class test-2 Unit- 2
Week 11	Pay for performance and incentive plans, ESOP, executive compensation, designing and administer benefits and services
Week 12	MOCK TEST
Week 13	HR in knowledge Era, HR in knowledge industry, HR in virtual organizations, HR in mergers and acquisition
Week 14	Outplacement, outsourcing HR functions, employee leasing, HR audit international HRM
Week 15	REVISION

Name of the Assistant Professor: Dr. Sonam Yadav Class And Section: BBA 3rd sem Subject: Disaster Management	
Week 1	Understanding concepts of: hazards, disaster types, causes
Week 2	Global trends in disaster, impacts
Week 3	Vulnerability, components of disaster management cycle
Week 4	Phases of disaster cycle, disaster risk reduction
Week 5	Initiatives at national and international level
Week 6	Project submission
Week 7	Disaster risk management in India and international level-related policies, plans, programs, and legislations
Week 8	International strategy for disaster reduction and other initiatives
Week 9	Explosions and accidents, spills, threats
Week 10	Class test-2 Unit- 1
Week 11	Stampede and conflicts, training and demonstration workshops
Week 12	MOCK TEST
Week 13	NIDM, NDRF, NCDC, Parma military, fire brigade
Week 14	CISF, local administration
Week 15	REVISION

Name of the Assistant Professor: Dr. Sonam Yadav Class And Section: BBA 3rd sem Subject: Legal and Ethical issues in Business	
Week 1	Introduction to business law and contract essentials
Week 2	Types and performance of contract, breach of contract and legal remedies, consumer protection and employment law
Week 3	Formation of sales contract, leasing and transfer of ownership
Week 4	Performance and remedies in sales contract
Week 5	Negotiable instruments and banking relations, foundation of business ethics
Week 6	Class test-1 Unit-1
Week 7	Institutionalization of ethics and stakeholders concerns
Week 8	Corporate social responsibility and ethics in business functions
Week 9	Global ethical issues and MNC's
Week 10	Class test-2 Unit-2
Week 11	Ethical decision-making and philosophical approaches
Week 12	MOCK TEST
Week 13	Religion morality and Indian ethical perspectives, work ethics and ethical decision making in organizations
Week 14	Corporate governance and ethical practices
Week 15	REVISION

Name of the Assistant Professor: Dr. Sonam Yadav Class And Section: B.com 2nd year Subject: Monetary Economics (Minor)	
Week 1	Meaning, functions and significance of money
Week 2	Quantity theory of money
Week 3	Money supply
Week 4	Demand for money
Week 5	Demand for money
Week 6	Class test-1 Quantity theory of money, demand for money
Week 7	Credit creation
Week 8	Credit control
Week 9	Banking sector reforms in India
Week 10	Class test-2 Credit control and banking sector reforms in India
Week 11	Functions of Central bank
Week 12	MOCK TEST
Week 13	Monetary policy and functions of commercial banks
Week 14	Cooperative banks and regional rural banks
Week 15	REVISION

Name of the Assistant Professor: Ms Gunjan Aneja Class And Section: Minor (Aided) Roll no onwards 226 and Self-finance Subject: Business Policy and Strategy	
Week 1	Fundamentals of Business Policy – Concepts, Need and Strategic Role
Week 2	Strategy and Strategic Management: A comprehensive introduction
Week 3	Establishment of Strategic Intent: Vision, mission, goals and objectives
Week 4	Establishment of Organizational Direction and Strategic business units Test 1
Week 5	Top management: Structure, Roles and Responsibilities
Week 6	Corporate Governance
Week 7	Formation of Strategy Test 2
Week 8	Analyzing the business and multinational environment
Week 9	Organizational/Internal Appraisal: Competence, Resources and Strategic Excellence Assignment
Week 10	Organizational/Internal Appraisal: Competence, Resources and Strategic Excellence
Week 11	Strategic analysis and choice
Week 12	MOCK TEST
Week 13	Portfolio models for strategic choice
Week 14	Grand strategy: concepts, selection and organizational impact
Week 15	REVISION

Name of the Assistant Professor: Ms. Gunjan Aneja Class And Section: B.Com -D Rollno. 1-60 Subject: Business Communication	
Week 1	Basics of Communication
Week 2	Meaning and importance of effective Communication
Week 3	Types of business communication
Week 4	Barriers of communication
Week 5	Reading skills
Week 6	Reading skills Test 1
Week 7	Listening skills
Week 8	Note making
Week 9	Persuasive speaking Assignment
Week 10	Persuasive speaking
Week 11	Body language & gestures, E-Mailing
Week 12	Mock Test
Week 13	Business letter writing
Week 14	Business letter writing
Week 15	REVISION

Name of the Assistant Professor: Ms. Gunjan Aneja Class and Section: B.com. 5th D Subject: Cost Accounting 1	
Week 1	Introduction to cost accounting
Week 2	Elements of Cost
Week 3	Material Cost Accounting
Week 4	Material Cost Control Test 1
Week 5	Labor cost accounting including Overtime, idle time
Week 6	Wage Payment methods
Week 7	Accounting for Overheads Assignment
Week 8	Overheads :Allocation, Apportionment and Absorption
Week 9	Machine hour Method
Week 10	Unit Output Costing 1
Week 11	Unit Output Costing 1
Week 12	Unit Output Costing 2 Test 2
Week 13	Mock Test
Week 14	Reconciliation of Cost account and Financial account profits
Week 15	REVISION

Name of the Assistant Professor : Dr. Gunjan Aneja Class And Section: B.com. 3rd sem E Subject: Business Law	
Week 1	Introduction to Mercantile Law
Week 2	Valid contract and its elements
Week 3	Proposal, Acceptance and Revocation
Week 4	Test 1 Contractual Capacity of Parties
Week 5	Free consent of Parties
Week 6	Lawful Consideration and object ,Agreements Expressly declared Void
Week 7	Contract of Agency
Week 8	Legal Formalities-written and registered , Contingent Contracts
Week 9	Sale of Goods Act
Week 10	Test 2 Performance of Contracts Consequences of Breach of contract, Contracts of Indemnity and Guarantee Assignment
Week 11	Discharge of contract Implied, Quasi or constructive contracts
Week 12	MOCK TEST
Week 13	Contracts of Bailment and Pledge
Week 14	Consumer protection Act FEMA
Week 15	REVISION

Name of the Assistant/Associate Professor: Dr Gunjan Aneja Class And Section: B.A3rd sem(MDC) Subject: Entrepreneurship and MSME(25IMSX03MD01)	
Week 1	Entrepreneur, Entrepreneurship
Week 2	Creativity , Environment scanning
Week 3	Feasibility studies
Week 4	Business plan for Investor
Week 5	Sources of Finance, venture capital
Week 6	Financial institutions
Week 7	Intellectual property rights, Trademark, License
Week 8	MSME in India
Week 9	MSME in socio Economic development
Week 10	Problem face by MSME
Week 11	Role and development of MSME
Week 12	Mock Test
Week 13	Government initiative In MSME
Week 14	Franchising
Week 15	Revision

Name of the Assistant/Associate Professor: Dr.Gunjan Aneja Class And Section: B.com 5th Sem A&D Subject: Managerial Economics	
Week 1	Nature and scope of Managerial Economics
Week 2	Fundamental Economics concept
Week 3	Theory of Demand
Week 4	Elasticity of Demand
Week 5	Consumer Behavior: Utility Approach
Week 6	Indifference curve Approach
Week 7	Demand Estimation/Forecasting
Week 8	Production function and law of production,
Week 9	Isoquant curve and producer Equilibrium
Week 10	Theory of cost, Price Determination under perfect competition
Week 11	Equilibrium of firm and industry under perfect competition Price determination under monopoly
Week 12	Mock Test
Week 13	Price determination under Monopolistic competition and oligopoly
Week 14	Managerial theory of firm Pricing strategy and tactics
Week 15	Pricing under risk and uncertainty Elements of factor pricing Revision

Name of the Assistant Professor: Ms. Vinita Yadav Class And Section: BA-1st sem Subject: Foundation Of Management (MDC)	
Week 1	Management : an introduction
Week 2	Nature of management : some important issues Assignment-1
Week 3	Planning :concept and process
Week 4	Requisites of effective planning
Week 5	Types of plans Quiz-1
Week 6	Decision making :concept and process
Week 7	Management by objectives Test -1
Week 8	Organizing :concept and nature and process
Week 9	Forms of organization Quiz-2
Week 10	Depart mentation : need and basis
Week 11	Authority and responsibility Test-2
Week 12	MOCK TEST
Week 13	Controlling: meaning and process Essay
Week 14	Controlling techniques
Week 15	REVISION

Name of the Assistant Professor: Ms. Vinita Yadav Class And Section: M.Com (P) Subject: Business Research Methods	
Week 1	Introduction to Business Research, Types of Research
Week 2	Formulation of research Problem
Week 3	Hypothesis Testing,
Week 4	Research Design, Class Test: Formulation of research Problem
Week 5	Research Design
Week 6	Experimental Research Design
Week 7	Experimental Research Design, Test: Research Design
Week 8	Data Collection Methods
Week 9	Questionnaire Development
Week 10	Sampling Plan
Week 11	Preparation Of Research Report
Week 12	MOCK TEST , Presentation of Results
Week 13	Practical problems of Research
Week 14	Practical problems of Research
Week 15	REVISION

Name of the Assistant Professor: Ms.Vinita Yadav Class And Section: B.com 5th Semester Section - F Subject: Accounting for Managerial Decision	
Week 1	Unit 1- Managerial Accounting - An Introduction
Week 2	Unit 2- Cash Flow Statement
Week 3	Unit 2- Cash Flow Statement Continue and Test of Unit -2
Week 4	Unit 3 - Marginal costing , Meaning, Advantages, Disadvantages, Assumptions
Week 5	Unit 3 - CVP Analysis , Profit Volume Chart, Angle of Incidence
Week 6	Unit 3 - Break Even Analysis , Break even Chart , Concept of Key Factor
Week 7	Unit 4 - Standard Costing , Material Variance
Week 8	Unit 4 - Standard Costing, Labor Variance
Week 9	Unit 4 - Standard Costing, Overhead Variance
Week 10	Unit 4 - Standard Costing, Sales Variance
Week 11	Unit 5 - Management Reporting System and Test of Unit - 3
Week 12	MOCK TEST
Week 13	Unit 2- Accounting for Price level Changes
Week 14	Unit 2 - Accounting for Price Level Changes
Week 15	Revision

Name of the Assistant Professor: Ms. Vinita Yadav Class And Section: B.Com (SFS) F 3rd sem Subject: Corporate Accounting	
Week 1	Issue of Share
Week 2	Forfeiture of shares, Pro rata allotment of shares
Week 3	Practical Questions, Right issue of shares, Assignment
Week 4	Test of Forfeiture of Shares, Underwriting
Week 5	Issue of Debentures
Week 6	Accounts of Holding Company,
Week 7	Doubts of Accounts of Holding Company, Valuation of Shares
Week 8	Profit and loss prior to incorporation and subsequent to incorporation
Week 9	Final Accounts of Companies
Week 10	Schedule III for preparing Balance sheet and Statement of Profit and Loss A/C
Week 11	Practical questions, Doubts, test
Week 12	MOCK TEST , Redemption of Debentures
Week 13	Methods of Redemption of Debentures
Week 14	Practical questions and doubts
Week 15	REVISION