

**Lesson Plan 207-2018**

**B.com IV semester**

**Subject : CORPORATE ACCOUNTING**

**Name of Associate Prof: Ms. SHARDA GUPTA**

**January 2018**

**Week 1**

Day 1	01.01.2018	Discuss the syllabus
Day 2	02.01.2018	VALUATION OF GOODWILL-Meaning, definition, Features
Day 3	03.01.2018	Factors & Need for valuation of goodwill
Day 4	04.01.2018	Methods of valuation of Goodwill
Day 5	05.01.2018	HOLIDAY
Day 6	06.01.2018	Test

**Week 2**

Day 1	08.01.2018	Valuation of Goodwill- Practical question
Day 2	09.01.2018	Do
Day 3	10.01.2018	Do
Day 4	11.01.2018	Do
Day 5	12.01.2018	Do
Day 6	13.01.2018	Do

**Week 3**

Day 1	15.01.2018	Doubt session
Day 2	16.01.2018	QUIZ CONTEST ON ABOVE TOPICS
Day 3	17.01.2018	Test- Practical Questions
Day 4	18.01.2018	VALUATION OF SHARES-Meaning, Definition,Need
Day 5	19.01.2018	Factor affecting,Methods of valuation of shares
Day 6	20.01.2018	Practical Questions

**Week 4**

Day 1	22.01.2018	HOLIDAY
Day 2	23.01.2018	Practical questions
Day 3	24.01.2018	Do
Day 4	25.01.2018	Do
Day 5	26.01.2018	Do
Day 6	27.01.2018	Do

**Week 5**

Day 1	29.01.2018	Do
Day 2	30.01.2018	Doubt Session
Day 3	31.01.2018	HOLIDAY

## **February 2018**

### Week 1

Day 1	01.02.2018	Test –Valuation of shares
Day 2	02.02.2018	Accounts Of Holding Company-THEORY
Day 3	03.02.2018	Do

### Week 2

Day 1	05.02.2018	Format of consolidated Balance sheet
Day 2	06.02.2018	Practical Questions
Day 3	07.02.2018	DO
Day 4	08.02.2018	DO
Day 5	09.02.2018	DO
Day 6	10.02.2018	HOLIDAY

### Week 3

Day 1	12.02.2018	HOLIDAY
Day 2	13.02.2018	HOLIDAY
Day 3	14.02.2018	CONDITIONAL TEST-VALUATION OF GOODWILL & SHARES
Day 4	15.02.2018	Practical Questions-Holding company
Day 5	16.02.2018	Do
Day 6	17.02.2018	Do

### Week 4

Day 1	19.02.2018	Doubt Session
Day 2	20.02.2018	TEST-ACCOUNT OF HOLDING COMPANY
Day 3	21.02.2018	LIQUIDATION OF COMPANY-THEORY
Day 4	22.02.2018	Do
Day 5	23.02.2018	Do
Day 6	24.02.2018	Practical Questions-Liquidation of company

### Week 5

Day 1	26.02.2018	Do
Day 2	27.02.2018	Do
Day 3	28.02.2018	Holidays (28 to 04.03.2018)

## **March 2018**

### Week 1

Day 1	05.03.2018	Practical Questions –Liquidation of company
Day 2	06.03.2018	Do
Day 3	07.03.2018	Doubt Session
Day 4	08.03.2018	TEST-Liquidation of company
Day 5	09.03.2018	QUIZ CONTEST
Day 6	10.03.2018	ACCOUNTS OF BANKING COMPANY

Week 2

Day 1	12.03.2018	ASSIGNMENT
Day 2	13.03.2018	THEORY OF BANKINGCOMPANY
Day 3	14.03.2018	Do
Day 4	15.03.2018	Practical Questions
Day 5	16.03.2018	Do
Day 6	17.03.2018	Do

Week 3

Day 1	19.03.2018	Do
Day 2	20.03.2018	Do
Day 3	21.03.2018	Doubt Session
Day 4	22.03.2018	Do
Day 5	23.03.2018	Holiday (ShahidiDiwas)
Day 6	24.03.2018	conditionaltest-banking company &liquidation of company

Week 4

Day 1	26.03.2018	Account Of Insurance Company- Theory
Day 2	27.03.2018	Do
Day 3	28.03.2018	Do
Day 4	29.03.2018	Holiday (MahaveerJayanti)
Day 5	30.03.2018	Theory of Insurance Company
Day 6	31.03.2018	Doubt Session

**April 2018**

Week 1

Day 1	02.04.2018	TEST OF THEORY –INSURANCE COMPANY
Day 2	03.04.2018	Practical Questions-Insurance Company
Day 3	04.04.2018	Do
Day 4	05.04.2018	Do
Day 5	06.04.2018	Do
Day 6	07.04.2018	Do

Week 2

Day 1	09.04.2018	Do
Day 2	10.04.2018	Doubt Session
Day 3	11.04.2018	Test
Day 4	12.04.2018	Doubt Session-Full Syllabus
Day 5	13.04.2018	Do
Day 6	14.04.2018	Holiday (Baisakhi)

**Subject :BC-402 Business Environment in Haryana****Name of Associate Prof:**

Jan, 2018

Date	Topics
1Jan	Introduction of business environment
2 Jan	Types of Environment
3 Jan	Continue
4 Jan	Characteristics of Business Environment
5 Jan	Holiday
6 Jan	Relationship between Business Environment
7 Jan	Sunday
8 Jan	PPT on Business Environment
9 Jan	Introduction of Haryana Economy
10 Jan	Nature of Haryana Economy
11 Jan	Meaning of Economic development
12 Jan	Features of Economic development
13 Jan	Needs
14 Jan	Detriments of Economic development
15 Jan	Sunday
16 Jan	Problems of Haryana economy
17 Jan	Collage on Haryana financial institutions
18 Jan	Haryana economy on the eve of Inception
19 Jan	Continue
20 Jan	Continue
21 Jan	Sunday
22 Jan	Holiday
23 Jan	Continue
24 Jan	Agriculture in Haryana
25 Jan	Continue
26 Jan	Holiday
27 Jan	Revision
28 Jan	Sunday
29 Jan	Test of Business environment
30 Jan	Agriculture Credit
31 Jan	Holiday

Feb, 2018

1 Feb	Problems faced by Farmers& suggestions
2 Feb	Introduction of NABARD
3 Feb	Function& role of NABARD
4 Feb	Sunday
5 Feb	Continue
6 Feb	Rural Indebtness

7 Feb	Causes of Rural Indebtness
8 Feb	Solution to the Problem
9 Feb	Revision
10 Feb	Importance
11 Feb	Sunday
12 Feb	Holiday
13 Feb	Holiday
14 Feb	Conditional test
15 Feb	Small scale & cottage industries in Haryana
16 Feb	Importance of Small scale & cottage industries
17 Feb	Problems & suggestions
18 Feb	Sunday
19 Feb	Government & Small scale industries
20 Feb	Small scale Industries & five year plans
21 Feb	Recent policy incentives
22 Feb	Prominent sectors of MSME
23 Feb	Introduction of HSIIDC
24 Feb	Role, functions & achievements of HSIIDC
25 Feb	Sunday
26 Feb	Failure of HSIIDC
27 Feb	Group discussion on Haryana Economy
28 Feb	Holiday

March, 2018

1March	Holiday
2 March	Holiday
3 March	Holiday
4 March	Holiday
5March	Test
6 March	Special Economic Zones
7 March	Continue
8 March	Revision
9 March	Haryana Financial Corporation
10 March	Continue
11 March	Sunday
12 March	Functions & Failures
13 March	HAFED
14 March	Functions & Achievements of HAFED
15 March	Planning in Haryana
16 March	Features of Economic Planning
17 March	Objectives of Economic Planning
18 March	Sunday
19 March	Structure of Haryana State Planning
20 March	Performance of Planning in Haryana
21 March	Failures of Economic planning

22 March	Process of Economic planning
23 March	Holiday
24 March	Eleventh Five year plan
25 March	Sunday
26 March	Twelfth five year plan
27 March	PPT on Economic Planning
28 March	Revision
29 March	Holiday
30 March	Test
31 March	Haryana Budget

April, 2018

1 April	Sunday
2 April	Continue
3 April	Continue
4 April	Continue
5 April	Revision
6 April	Revision
7 April	Test
8 April	Sunday
9 April	Revision
10 April	Revision
11 April	Revision
12 April	Revision
13 April	Full syllabus test
14 April	Holiday
15 April	Sunday

**Subject : BC-403 Financial Management****Name of Associate Prof: Ms.Narinder Kaur**

JAN. 2018

DATE

TOPIC

1 JAN 2018	Financial mgt. Introduction, Nature , Significance
2 JAN	Scope and Objective of financial mgt.
3 JAN	Function of finance executive in an organisation function area of financial mgt.
4 JAN	Changing role of mgt. Of india
5 JAN	Holiday
6 JAN	Revision
7 JAN	Sunday
8 JAN	Financial planning Intro. and need
9 JAN	Importance of financial planning
10 JAN	Drafting a financial plan
11 JAN	Revision through ppt presentation
12 JAN	Test ch 1& 2
13 JAN	Quiz ch 1& 2
14 JAN	Sunday
15 JAN	Capitalization Intro. And objective
16 JAN	Over Capitalization
17 JAN	Cont.
18 JAN	Under Capitalization
19 JAN	Cont.
20 JAN	Revision
21 JAN	Sunday
22 JAN	Financial forecasting intro. and meaning
23 JAN	Benefit of financial forecasting
24 JAN	Technique of Financial Forecasting
25 JAN	Cont.
26 JAN	Holiday
27 JAN	Revision
28 JAN	Sunday
29 JAN	Quiz ch. 1, 2,3
30 JAN	Presenation in class by students
31 JAN	Holiday

FEB. 2018

DATE	TOPIC
1 Feb. 2018	Sources of finance short term
2 Feb.	Cont.
3 Feb.	Medium term sources
4 Feb.	Sunday
5 Feb.	Cont.

6 Feb.	Long term Sources of finance
7 Feb.	Cont.
8 Feb.	Group discussion on indian economy
9 Feb.	Revision
10 Feb.	Holiday
11 Feb.	Sunday
12 Feb.	Holiday
13 Feb.	Holiday
14 Feb.	Cost of capital
15 Feb.	Cont.
16 Feb.	Cont.
17 Feb.	Cont.
18 Feb.	Sunday
19 Feb.	Capital structure Meaning & determinant
20 Feb.	Theories of capital structure
21 Feb.	Cont.
22 Feb.	Cont.
23 Feb.	Conditional test
24 Feb.	Capital of budgeting need and importance
25 Feb.	Sunday
26 Feb.	Technique of capital budgeting
27 Feb.	Cont.
28 Feb.	Holiday

### March 2018

Date	Topic
5 March	Capital budgeting cont.
6 March	Cont.
7 March	Cont.
8 March	Magt. Of cash
9 March	Cont.
10 March	Cont.
11 March	Sunday
12 March	Magt. Of receivable
13 March	Cont.
14 March	Cont.
15 March	Management of inventory
16 March	Cont.
17 March	Cont.
18 March	Sunday
19 March	Oral test
20 March	Dividend decision meaning & Imp. And types of dividend
21 March	Determinant of dividend
22 March	Theories of dividend
23 March	Holiday



24 March	Cont.
25 March	Sunday
26 March	Working capital
27 March	Cont.
28 March	Cont.
29 March	Holiday
30 March	Cont.
31 March	Cont.

## BC-404 Company Law-II

Name of Associate Prof: Ms. SHARDA GUPTA

Date	Topics
1 Jan	Historical Development of Company law in India
2 Jan	Meaning, Characteristics and nature of company
3 Jan	Lifting the Corporate Veil, advantages and disadvantages
4 Jan	Types of companies
5 Jan	Holiday
6 Jan	Continue
7 Jan	Sunday
8 Jan	Test I
9 Jan	Test II
10 Jan	Introduction ,privileges & exemptions of private company
11 Jan	Meaning of Promotion of Company, features and importance
12 Jan	Functions, Rights, Duties and liabilities of promoters
13 Jan	Test I
14 Jan	Sunday
15 Jan	Test II
16 Jan	Procedure for incorporation of a private company
17 Jan	Continue
18 Jan	Introduction of Memorandum of association
19 Jan	Alteration in Memorandum of association
20 Jan	Group discussion
21 Jan	Sunday
22 Jan	Holiday
23 Jan	Test I
24 Jan	Test II
25 Jan	Introduction of Articles of association
26 Jan	Holiday
27 Jan	Alteration in Articles of association
28 Jan	Sunday
29 Jan	The Doctrine of ultra vires
30 Jan	Need, nature and contents of prospectus
31 Jan	Holiday

Feb, 2018

1 Feb	Continue
2 Feb	Continue
3 Feb	Meaning ,Nature and kinds of shares
4 Feb	Sunday
5 Feb	Test I
6 Feb	Test II

7 Feb	Meaning and Nature of stock
8 Feb	Procedure for converting Stock into Shares
9 Feb	Continue
10 Feb	Holiday
11 Feb	Sunday
12 Feb	Holiday
13 Feb	Holiday
14 Feb	Allotment of shares
15 Feb	Procedure of allotment
16 Feb	Brokerage
17 Feb	Provision regarding Bonus shares Sweat shares & Commission
18 Feb	Sunday
19 Feb	Assignment
20 Feb	Paper presentation of whole class
21 Feb	Paper presentation of whole class
22 Feb	Paper presentation of whole class
23 Feb	Paper presentation of whole class
24 Feb	Paper presentation of whole class
25 Feb	Sunday
26 Feb	Conditional test
27 Feb	Distinguish between Bonus shares and Right shares
28 Feb	Holiday

March, 2018

1March	Holiday
2 March	Holiday
3 March	Holiday
4 March	Sunday
5March	Share capital of company
6 March	Kinds of shares capital
7 March	Test I
8 March	Test II
9 March	Procedure of Alteration in Shares capital
10 March	Continue
11 March	Sunday
12 March	Continue
13 March	Continue
14 March	Test I
15 March	Test II
16 March	Second assignment
17 March	Second assignment
18 March	Sunday
19 March	Second assignment
20 March	Second assignment
21 March	Conditional test

22 March	Share Certificate
23 March	Holiday
24 March	Share Warrant
25 March	Sunday
26 March	Meaning of Debentures and Debentures stock
27 March	Methods of Issuing debentures
28 March	Revision
29 March	Holiday
30 March	Revision
31 March	Test

April, 2018

1 April	Sunday
2 April	Revision
3 April	Revision
4 April	Test
5 April	Revision
6 April	Revision
7 April	Test
8 April	Sunday
9 April	Revision
10 April	Revision
11 April	Test
12 April	Test
13 April	Test
14 April	Holiday
15 April	Holiday

**Subject: BC-405 Business Law II****Name of Associate /Assistant Prof:Ms.Narinder kaur**

Jan.2018

Date	Topic
1Jan	Introduction on Indian Partnership Act,1932
2 Jan	Nature Of firm , duties & rights of partners
3 Jan	Relations of partners to third parties
4 Jan	Liabilities of firm and partner
5 Jan	Holiday
6 Jan	Minor
7 Jan	Sunday
8 Jan	Reconstitution of partnership firm
9 Jan	Dissolution of a firm and consequences
10 Jan	Continue
11 Jan	Revision
12 Jan	Settlement of accounts
13 Jan	Registration of firms
14 Jan	Sunday
15 Jan	Effects of non- registration
16 Jan	PPT on Partnership Act,1932
17 Jan	Quiz on Partnership Act,1932
18 Jan	Foreign Exchange Management Act,2000
19 Jan	Important terminology
20 Jan	Objects & silent features
21 Jan	Sunday
22 Jan	Holiday
23 Jan	Test of definitions & features
24 Jan	Authorised Person
25 Jan	Contravention & Penalties
26 Jan	Holiday
27 Jan	Appointment of adjudicating authority
28 Jan	Sunday
29 Jan	Directorate of enforcement
30 Jan	PPT on Foreign exchange Management Act
31 Jan	Holiday

Feb.2018

1 Feb	Quiz competition on Partnership act,2000
2 Feb	Introduction on Information Technology act,2000
3 Feb	Continue

4 Feb	Sunday
5 Feb	Definitions of Act
6 Feb	Objectives of Act
7 Feb	Revision
8 Feb	Digital Signature ,Electronic signature
9 Feb	Electronic governance
10 Feb	Holiday
11 Feb	Sunday
12 Feb	Holiday
13 Feb	Holiday
14 Feb	Conditional test of Partnership act,1932
15 Feb	Certifying Authority
16 Feb	Continue
17 Feb	Attribution
18 Feb	Sunday
19 Feb	Electronic signature certificate
20 Feb	Penalties and other Provisions
21 Feb	Cyber Appellate Tribunal
22 Feb	Continue
23 Feb	Continue
24 Feb	Group discussion on cyber crime
25 Feb	Sunday
26 Feb	Test of foreign exchange management act
27 Feb	PPT on IT, act
28 Feb	Holiday

March, 2018

1March	Holiday
2March	Holiday
3 March	Holiday
4 March	Sunday
5 March	Quiz on Important definitions

6 March	Prohibition of anti-competitive agreement
7 March	Continue
8 March	International women day celebration
9 March	Prohibition of dominant position
10 March	Revision
11 March	Sunday
12 March	Combination
13 March	Continue
14 March	Competition of India
15 March	Conditional test of Information technology
16 March	CCI procedure
17 March	Revision
18 March	Sunday
19 March	Penalties
20 March	Continue
21 March	Quiz on various sections related to chapter
22 March	Other provision
23 March	Holiday
24 March	PPT on competition act
25 March	Holiday
26 March	Revision
27 March	Revision
28 March	Revision
29 March	Holiday
30 March	Revision
31 March	Revision

April, 2018

1 April	Sunday
2 April	Revision
3 April	Revision
4 April	Revision
5 April	Revision
6 April	Revision
7 April	Test

8 April	Sunday
9 April	Revision
10 April	Revision
11 April	Test
12 April	Revision
13 April	Revision
14 April	Holiday
15 April	Sunday



## Paper-BC (VOC)-405 Desktop Publishing

Name: Ms.Swati

January 2018

Week 1

Day 1	01.01.2018	Desktop Publishing: Overview
Day 2	02.01.2018	Concept
Day 3	03.01.2018	Needs

Week 2

Day 1	08.01.2018	Applications of DTP
Day 2	09.01.2018	Doubts
Day 3	10.01.2018	Test

Week 3

Day 1	15.01.2018	Hardware requirements
Day 2	16.01.2018	Software requirements
Day 3	17.01.2018	PPT Presentation

Week 4

Day 1	22.01.2018	Holiday
Day 2	23.01.2018	Doubts
Day 3	24.01.2018	Group Discussion

Week 5

Day 1	29.01.2018	Overview of DTP Packages
Day 2	30.01.2018	MS-Word, Open office
Day 3	31.01.2018	Holiday

**February 2018**

Week 1

Day 1	05.02.2018	Doubts
Day 2	06.02.2018	PPT Presentation
Day 3	07.02.2018	Comparison of DTP Softwares

Week 2

Day 1	12.02.2018	Holiday
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Day 2	13.02.2018	Holiday
Day 3	14.02.2018	Conditional Test

Week 3

Day 1	19.02.2018	Overview of Pagemaker
Day 2	20.02.2018	PPT Presentation
Day 3	21.02.2018	Text formatting feature

Week 4

Day 1	26.02.2018	Word formatting feature
Day 2	27.02.2018	Quiz
Day 3	28.02.2018	Holidays (28 to 04.03.2018)

**March 2018**

Week 1

Day 1	05.03.2018	Doubts
Day 2	06.03.2018	Conditional test
Day 3	07.03.2018	Cross words

Week 2

Day 1	12.03.2018	Composition and Typography
Day 2	13.03.2018	Graphic objects
Day 3	14.03.2018	Doubts

Week 3

Day 1	19.03.2018	Quiz
Day 2	20.03.2018	Text Objects
Day 3	21.03.2018	Indexes Content

Week 4

Day 1	26.03.2018	Doubts
Day 2	27.03.2018	Pagination
Day 3	28.03.2018	Color Management

**April 2018**

Week 1

Day 1	02.04.2018	Table Handling
Day 2	03.04.2018	Printing & Publishing
Day 3	04.04.2018	Advantages & Limitations of Pagemaker

Week 2

Day 1	09.04.2018	Doubts
Day 2	10.04.2018	Doubts

Day 3	11.04.2018	Test
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Week 3 Revision

**Subject : BC (VOC) 406 Fundamentals of Database System-II**

**Name: Ms.Pooja**

Week 1

Day 1	01.01.2018	Discuss the syllabus
Day 2	02.01.2018	Introduction to database objects
Day 3	03.01.2018	Importance of database objects
Day 4	04.01.2018	Database Terminologies
Day 5	05.01.2018	Tables
Day 6	06.01.2018	Quiz on above topics

Week 2

Day 1	08.01.2018	Views
Day 2	09.01.2018	Materialized Views
Day 3	10.01.2018	Test
Day 4	11.01.2018	Indexes
Day 5	12.01.2018	Triggers
Day 6	13.01.2018	Quiz on View Index Trigger

Week 3

Day 1	15.01.2018	Test
Day 2	16.01.2018	Synonyms
Day 3	17.01.2018	Functions
Day 4	18.01.2018	Procedures
Day 5	19.01.2018	Packages
Day 6	20.01.2018	Quiz

Week 4

Day 1	22.01.2018	Holiday
Day 2	23.01.2018	Test
Day 3	24.01.2018	Create operator
Day 4	25.01.2018	Create directory
Day 5	26.01.2018	Quiz
Day 6	27.01.2018	Create Link

Week 5

Day 1	29.01.2018	Database Links
Day 2	30.01.2018	Test
Day 3	31.01.2018	Holiday

## **February 2018**

### Week 1

Day 1	01.02.2018	Queries related to Database objects
Day 2	02.02.2018	Introduction to SQL
Day 3	03.02.2018	Advantage of SQL

### Week 2

Day 1	05.02.2018	Methods to access SQL
Day 2	06.02.2018	Queries related to above topics
Day 3	07.02.2018	Quiz
Day 4	08.02.2018	DDL
Day 5	09.02.2018	Test on Database objects
Day 6	10.02.2018	Holiday

### Week 3

Day 1	12.02.2018	Holiday
Day 2	13.02.2018	Holiday
Day 3	14.02.2018	Describe command
Day 4	15.02.2018	Examples of DDL
Day 5	16.02.2018	DO
Day 6	17.02.2018	Test

### Week 4

Day 1	19.02.2018	DML
Day 2	20.02.2018	Examples in DML
Day 3	21.02.2018	DO
Day 4	22.02.2018	Quiz
Day 5	23.02.2018	Test of DML
Day 6	24.02.2018	What are Joins

### Week 5

Day 1	26.02.2018	Joining Tables
Day 2	27.02.2018	Examples
Day 3	28.02.2018	Holidays (28 to 04.03.2018)

## **March 2018**

### Week 1

Day 1	05.03.2018	Test
Day 2	06.03.2018	Break Clause
Day 3	07.03.2018	Queries related to above topics
Day 4	08.03.2018	Oracle Introduction
Day 5	09.03.2018	Terminology
Day 6	10.03.2018	Architecture

#### Week 2

Day 1	12.03.2018	Background support processes
Day 2	13.03.2018	DO
Day 3	14.03.2018	DO
Day 4	15.03.2018	Test on SQL
Day 5	16.03.2018	Advantage of Oracle
Day 6	17.03.2018	Queries

#### Week 3

Day 1	19.03.2018	Quiz
Day 2	20.03.2018	Test
Day 3	21.03.2018	What is Database Administrator
Day 4	22.03.2018	Role of Database Administrator
Day 5	23.03.2018	Holiday (ShahidiDiwas)
Day 6	24.03.2018	Queries

#### Week 4

Day 1	26.03.2018	Applications of Oracle
Day 2	27.03.2018	Use Oracle in business
Day 3	28.03.2018	Queries
Day 4	29.03.2018	Holiday (MahaveerJayanti)
Day 5	30.03.2018	Quiz
Day 6	31.03.2018	Test

### **April 2018**

#### Week 1

Day 1	02.04.2018	Revision
Day 2	03.04.2018	Revision
Day 3	04.04.2018	Revision
Day 4	05.04.2018	Test
Day 5	06.04.2018	Revision
Day 6	07.04.2018	Revision

Week 2

Day 1	09.04.2018	Test
Day 2	10.04.2018	Revision
Day 3	11.04.2018	Revision
Day 4	12.04.2018	Test
Day 5	13.04.2018	Test
Day 6	14.04.2018	Holiday (Baisakhi)