

**Kanya Mahavidyalaya, Kharkhoda (Sonapat)**

**Lesson Plan Session 2020-21**

<b>Name of the Assistant/Associate Professor: Ms.Poonam</b>
<b>Class and Section: M.com(P)</b>
<b>Subject: Commerce</b>
<b>Paper: Accounting Standards and Financial Reporting</b>
<b>Year/Semester: 1<sup>st</sup> Semester</b>

**15 Dec 2020 to 15 Jan 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>Dec ( Week-3)</b>	Meaning, Objectives, Benefits, Scope of Accounting Standards.	Introduction of the syllabus, Detailed Discussion, online material
<b>Dec( Week-4 )</b>	Stages and Process of Standards settings in India	Discussion, Solving , online material, PPTs, Presentations for assessment
<b>Jan ( Week-1)</b>	Accounting Standards issued by ICAI, Compliance and Applicability of Accounting Standards in India	Discussion Method Taking Queries
<b>Jan ( Week-2)</b>	The Companies (Indian Accounting Standards) Rules, 2015	Taking Queries, Oral and Written Tests

**16 Jan 2021 to 16 Feb 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>Jan ( Week-3)</b>	International Financial Reporting Standards: Meaning, History, Objectives, Scope	Discussion, online material, PPTs, Presentations for assessment
<b>Jan ( Week-4)</b>	Convergence of Indian Accounting Standards with IFRS: Current Status and Challenges	Taking Queries, Oral and Written Tests
<b>Feb ( Week-1)</b>	IASB: History, Objectives, Scope; FASB: History and its Pronouncements	Discussion, online material, PPTs, Presentations for assessment
<b>Feb ( Week-2)</b>	Harmonization in Accounting and Reporting.	Discussion Method, Assignment work

**17 Feb 2021 to 17 March 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>Feb ( Week-3)</b>	Financial Disclosures and Reporting	Discussion, online material, PPTs, Presentations for assessment
<b>Feb ( Week-4)</b>	True blood Report, Corporate Report, Stamp Report	Discussion Method , Assignment work,
<b>March ( Week-1)</b>	Corporate Annual Report	Discussion, , online material, PPTs, Presentations for assessment
<b>March(Week-2)</b>	Segment Reporting and Interim Financial Reporting	Taking individual queries of students, Presentations for assessment

**18 March 2021 to 15 April 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>March(Week-3)</b>	Financial Reporting by Mutual funds, Non-banking finance companies	Discussion, online material, PPTs
<b>March(Week-4)</b>	Contemporary Issues in Accounting:- Human Resource Accounting, Corporate Social Reporting	Discussion, online material, PPTs, Presentations for assessment
<b>April(Week-1)</b>	Environmental Reporting	Instructions for Improvement
<b>April(Week-2)</b>	Forensic Accounting and Reporting.	Discussion ,Full test

**Kanya Mahavidyalaya, Kharkhoda (Sonepat)**

**Lesson Plan Session 2020-21**

<b>Name of the Assistant/Associate Professor: Ms.Poonam</b>
<b>Class and Section: M.com(P)</b>
<b>Subject: Commerce</b>
<b>Paper: Principles of Management</b>
<b>Year/Semester: 1<sup>st</sup> Semester</b>

**15 Dec 2020 to 15 Jan 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>Dec ( Week-3)</b>	Schools of Management Thought	Introduction of the syllabus, Detailed

		Discussion, online material
<b>Dec( Week-4 )</b>	Managerial skills	Discussion, Solving , online material, PPTs, Presentations for assessment
<b>Jan ( Week-1)</b>	Managerial Functions- Planning, Organizing	Discussion Method Taking Queries
<b>Jan ( Week-2)</b>	Staffing; Directing and Control	Taking Queries, Oral and Written Tests

**16 Jan 2021 to 16 Feb 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>Jan ( Week-3)</b>	Meaning & Process of motivation	Discussion, online material, PPTs, Presentations for assessment
<b>Jan ( Week-4)</b>	Theories of motivation- need hierarchy theory, theory X and theory Y, two factor theory	Taking Queries, Oral and Written Tests
<b>Feb ( Week-1)</b>	Alderfer`s ERG theory, McClelland`s learned need theory	Discussion, online material, PPTs, Presentations for assessment
<b>Feb ( Week-2)</b>	Victor Vroom`s expectancy theory, Stacy Adams equity theory	Discussion Method, Assignment work

**17 Feb 2021 to 17 March 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>Feb ( Week-3)</b>	Leadership & Leadership styles	Discussion, online material, PPTs, Presentations for assessment
<b>Feb ( Week-4)</b>	Theories- trait theory, behavioral theory, Fiedler`s contingency theory	Discussion Method , Assignment work,
<b>March ( Week-1)</b>	Harsey and Blanchard`s situational theory; Managerial grid	Discussion, , online material, PPTs, Presentations for assessment
<b>March(Week-2)</b>	Likert`s four systems of leadership	Taking individual queries of students, Presentations for assessment

**18 March 2021 to 15 April 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
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<b>March(Week-3)</b>	Interpersonal and Organisational communication	Discussion, online material, PPTs
<b>March(Week-4)</b>	communication process	Discussion, online material, PPTs, Presentations for assessment
<b>April(Week-1)</b>	types of organisational communication	Instructions for Improvement
<b>April(Week-2)</b>	transactional analysis in communication	Discussion ,Full test

**Kanya Mahavidyalaya, Kharkhoda (Sonepat)**

**Lesson Plan Session 2020-21**

<b>Name of the Assistant/Associate Professor: ANITA RANI</b>
<b>Class and Section: M.com(P)</b>
<b>Subject: Commerce</b>
<b>Paper: Managerial Economics</b>
<b>Year/Semester: 1<sup>st</sup> Semester</b>

**1 Jan 2021 to 31 Jan 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>Jan ( Week-1)</b>	Nature, Scope and Significance of Managerial Economics, its Relationship with other Disciplines, Role of Managerial Economics in Decision Making, Fundamental economic concepts: Consumer Behaviour	Introduction of the syllabus, Detailed Discussion, online material
<b>Jan ( Week-2)</b>	Demand Analysis: Cardinal and Ordinal Approaches to Consumer Behaviour, Demand Estimation and Forecasting.	Discussion, Solving , online material, PPTs, Presentations for assessment
<b>Jan ( Week-3)</b>	<b>Theory of Production and Cost:</b> Managerial uses of Production Function, Short Run and Long Run Production Analysis, Isoquants, Optimal Combination of Inputs, Empirical Estimation of	Discussion Method Taking Queries
<b>Jan ( Week-4)</b>	Production Functions; Traditional and Modern Theory of Cost in Short and Long Runs, Economies	Taking Queries, Oral and Written Tests

	of Scale and Economies of Scope,	
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**1 feb 2021 to 28 Feb 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>Feb ( Week-1)</b>	Empirical Estimation of Cost Function: Behaviour of Firm under various market situations: Prisoner's Dilemma price and Non-price Competition	Discussion, online material, PPTs, Presentations for assessment
<b>Feb ( Week-2)</b>	Macro economics: Meaning, nature and scope	Taking Queries, Oral and Written Tests
<b>Feb ( Week-3)</b>	circular flow of income; multiplier, accelerator	Discussion, online material, PPTs, Presentations for assessment
<b>Feb ( Week-4)</b>	marginal efficiency of capital. Economic growth: measurement and determinants.	Discussion Method, Assignment work

**1 march 2021 to 31 March 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>March ( Week-1)</b>	Inflation: definition, types and strategies to counter inflation	Discussion, online material, PPTs, Presentations for assessment
<b>March ( Week-2)</b>	Budgets and budgetary deficits; deficit financing; Public debt operations and its management	Discussion Method , Assignment work,
<b>March ( Week-3)</b>	Balance of payment management, management of internal and external balance, balance of deficit management;	Discussion, , online material, PPTs, Presentations for assessment
<b>March(Week-4)</b>	foreign exchange rate management and its role in managerial decision making;	Taking individual queries of students, Presentations for assessment

**1 April 2021 to 15 April 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>April(Week-1)</b>	foreign exchange flow.. Business cycles and its	Discussion, online material, PPTs

	relevance to managerial economist	
<b>April(Week-2)</b>	Revision of Full Syllabus & Performance Evaluation	Discussion

**Kanya Mahavidyalaya, Kharkhoda (Sonepat)**

**Lesson Plan Session 2020-21**

<b>Name of the Assistant/Associate Professor: Dr. Ramesh Saini</b>
<b>Class and Section: M. Com. 1<sup>st</sup> Sem.</b>
<b>Subject: Computer Application in Business theory and Practical</b>
<b>Paper: Computer Application in Business</b>
<b>Year/Semester: 1<sup>st</sup></b>

**06 Oct. 2020 to 05 Nov. 2020**

<b>Month/Week</b>	<b>Topic</b>
<b>October ( Week-2 )</b>	Characteristics of computer systems, Various Functional units of computers, Types of computer systems, Test
<b>October ( Week-3)</b>	Introduction to computer Memories: Primary Storage, Secondary storage, Input/Output Devices, Test
<b>October ( Week-4)</b>	Software types: Systems software, Application software, functions of Operating Systems, Test, Computer Networks: Advantages of Networking
<b>November ( Week-1)</b>	Types of Network: LAN, MAN, WAN, Test, Public and Private Network, Data communication Media, Assignment.

**06 Nov. 2020 to 05 Dec. 2020**

<b>Month/Week</b>	<b>Topic</b>
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<b>November ( Week-2)</b>	Internet concept and Technologies, Internet applications, Internet Accounts, Extranet and E-Mail, Features of E-Commerce, Elements of E-Commerce
<b>November ( Week-3)</b>	Test, Types of E-Commerce System: B2B,B2C,C2C,C2B,B2Gand G2C, E-commerce technologies, Test, Types of an Electronic Payment System
<b>November ( Week-4)</b>	Security Schemes of an electronic Payment Systems, Test, E-Commerce On-line Services.
<b>December ( Week-1)</b>	Electronic data Interchange (EDI): Basics of EDI, Application of EDI, Advantages of EDI, Assignment

**06 Dec. 2020 to 05 Jan. 2021**

<b>Month/Week</b>	<b>Topic</b>
<b>December ( Week-2)</b>	Introduction and working with MS-Word in MS-Office; Word basic commands; Test, Formatting-text and documents
<b>December ( Week-3)</b>	Sorting and tables; Working with graphics; Introduction to mail merge. Spread Sheets: Working with EXCEL-formatting, functions, chart features
<b>December ( Week-4)</b>	Working with graphics in Excel; Test, using worksheets as database in accounting, marketing, finance and personnel areas, Test, Presentation with Power-Point: Power-point basics
<b>January (Week-1)</b>	creating presentations the easy way; Working with graphics in Power-Point; show time, sound effects and animation effects, Assignment.

**05 Jan. 2021 to 06 Feb. 2021**

<b>Month/Week</b>	<b>Topic</b>
<b>January (Week-2)</b>	Features of Tally, Contents of Accounts Info, Menu, Creating Ledgers, Test
<b>January (Week-3)</b>	Preparation of Vouchers, Inventory Master: Functions in Inventory Information Menu, Inventory Information Menu, Test, VAT(Value added tax) in Tally
<b>January (Week-4)</b>	Maintenance of Inventory records, Maintenance of Accounting Books and Final Accounts, Generating and Printing of Accounting Reports.
<b>February (Week-1)</b>	Test, Introduction to Statistical Packages (SPSS): Features, Formation of table, Types of graph, uses of SPSS, Assignment.

**06 Feb. 2021 to 25 Feb. 2021**

<b>Month/Week</b>	<b>Topic</b>
<b>February (Week-2)</b>	Revision
<b>February (Week-3)</b>	Class Test

February (Week-4)	House Examination
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**Kanya Mahavidyalaya, Kharkhoda (Sonepat)**

**Lesson Plan Session 2020-21**

<b>Name of the Assistant/Associate Professor: Dr. Ramesh Saini</b>
<b>Class and Section: M. Com. 1<sup>st</sup> Sem.</b>
<b>Subject: Computer Application in Business theory and Practical</b>
<b>Paper: Computer Application in Business</b>
<b>Year/Semester: 1<sup>st</sup></b>

**06 Oct. 2020 to 05 Nov. 2020**

Month/Week	Topic
<b>October ( Week-2 )</b>	Characteristics of computer systems, Various Functional units of computers, Types of computer systems, Test
<b>October ( Week-3 )</b>	Introduction to computer Memories: Primary Storage, Secondary storage, Input/Output Devices, Test
<b>October ( Week-4 )</b>	Software types: Systems software, Application software, functions of Operating Systems, Test, Computer Networks: Advantages of Networking
<b>November ( Week-1 )</b>	Types of Network: LAN, MAN, WAN, Test, Public and Private Network, Data communication Media, Assignment.

**06 Nov. 2020 to 05 Dec. 2020**

Month/Week	Topic
<b>November ( Week-2 )</b>	Internet concept and Technologies, Internet applications, Internet Accounts, Extranet and E-Mail, Features of E-Commerce, Elements of E-Commerce
<b>November ( Week-3 )</b>	Test, Types of E-Commerce System: B2B,B2C,C2C,C2B,B2Gand G2C, E-commerce technologies, Test, Types of an Electronic Payment System
<b>November ( Week-4 )</b>	Security Schemes of an electronic Payment Systems, Test, E-Commerce On-line Services.



<b>December ( Week-1)</b>	Electronic data Interchange (EDI): Basics of EDI, Application of EDI, Advantages of EDI, Assignment
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**06 Dec. 2020 to 05 Jan. 2021**

<b>Month/Week</b>	<b>Topic</b>
<b>December ( Week-2)</b>	Introduction and working with MS-Word in MS-Office; Word basic commands; Test, Formatting-text and documents
<b>December ( Week-3)</b>	Sorting and tables; Working with graphics; Introduction to mail merge. Spread Sheets: Working with EXCEL-formatting, functions, chart features
<b>December ( Week-4)</b>	Working with graphics in Excel; Test, using worksheets as database in accounting, marketing, finance and personnel areas, Test, Presentation with Power-Point: Power-point basics
<b>January (Week-1)</b>	creating presentations the easy way; Working with graphics in Power-Point; show time, sound effects and animation effects, Assignment.

**05 Jan. 2021 to 06 Feb. 2021**

<b>Month/Week</b>	<b>Topic</b>
<b>January (Week-2)</b>	Features of Tally, Contents of Accounts Info, Menu, Creating Ledgers, Test
<b>January (Week-3)</b>	Preparation of Vouchers, Inventory Master: Functions in Inventory Information Menu, Inventory Information Menu, Test, VAT(Value added tax) in Tally
<b>January (Week-4)</b>	Maintenance of Inventory records, Maintenance of Accounting Books and Final Accounts, Generating and Printing of Accounting Reports.
<b>February (Week-1)</b>	Test, Introduction to Statistical Packages (SPSS): Features, Formation of table, Types of graph, uses of SPSS, Assignment.

**06 Feb. 2021 to 25 Feb. 2021**

<b>Month/Week</b>	<b>Topic</b>
<b>February (Week-2)</b>	Revision
<b>February (Week-3)</b>	Class Test
<b>February (Week-4)</b>	House Examination

**KanyaMahavidyalaya, Kharkhoda (Sonepat)**

**Lesson Plan Session 2021-22**

<b>Name of the Assistant/Associate Professor: Ms. Savita Chauhan</b>
<b>Class and Section: M. Com Ist</b>
<b>Subject: Commerce</b>
<b>Paper: Statistical Analysis for Business</b>
<b>Year/Semester: 1<sup>st</sup> Semester</b>

**15 December 2020 to 15 January 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>December( Week-3)</b>	Correlation and Regression Analysis: Partial and Multiple Correlation and Regression (Up to three variables);	Introduction of the syllabus, Detailed Discussion, online material
<b>December( Week-4 )</b>	Probability Distribution: Binomial distribution,	Discussion, material, Solving Numerical Problems and Presentations for assessment
<b>January( Week-1)</b>	Normal Distribution: Their applications to Business.	Discussion Method, Solving Numerical Questions,
<b>January ( Week-2)</b>	Normal Distribution: Their applications to Business. Revision & Test	Solving Numerical Problems and Taking Queries, Oral and Written Tests

**16 January 2021 to 15 February 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>January ( Week-3)</b>	Statistical Inference:- Test of Hypotheses	Discussion, Presentations for assessment
<b>January ( Week-4)</b>	Sampling tests – Large and small	Discussion, Solving Numerical Problems and Presentations for assessment
<b>February( Week-1)</b>	Sample tests – Z-Test, T-Test.	Discussion, Solving Numerical Questions, online material, PPTs, Presentations for assessment
<b>February ( Week-2)</b>	Revision & Test	Taking Queries, Oral and Written Tests

**16 February 2021 to 15 March 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>February ( Week-3)</b>	Analysis of Variance: Introduction, assumptions, Techniques of Analysis of Variance	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>February ( Week-4)</b>	One way classification and two way classifications. F-Test.	Discussion Method , Solving Numerical Questions, Assignment work,
<b>March( Week-1)</b>	Non-Parametric Tests: Sign-Test, Wilcoxon Sign – Rank test, Wald – Wolfowitz test.	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>March (Week-2)</b>	Kruskal Wallis – H Test and The Mann Whitney – U-Test. Median Test, Run Test Revision, Assignment Work& Test	Taking individual queries of students, Presentations for assessment

**16 March 2021 to 16 April 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>March (Week-3)</b>	Test Revision, Assignment Work& Test	Discussion, Solving Numerical Questions, online material, PPTs
<b>March (Week-4)</b>	Association of Attributes: Criterion of Independence. Consistency of data -(two and three attributes	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>April (Week-1)</b>	X <sup>2</sup> –Test: Conditions for apply x <sup>2</sup> – Test, Yate’s correction, Uses of X <sup>2</sup> Test, Additive Property of X <sup>2</sup> ., Misuse of Chi-Square Test and its limitations.	Discussion, Solving Numerical Problems Presentations for assessment
<b>April (Week-2)</b>	Test Revision, Assignment Work& Test	Solving Numerical Problems Presentations for assessment

**Kanya Mahavidyalaya, Kharkhoda (Sonepat)**

**Lesson Plan Session 2020-21**

<b>Name of the Assistant/Associate Professor: Ms.Poonam</b>
<b>Class and Section: M.com(P)</b>
<b>Subject: Commerce</b>
<b>Paper: Investment Management</b>

**Year/Semester: 2<sup>nd</sup> Semester**

**28 April 2021 to 28 May 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>May(Week-1)</b>	Nature, scope, elements and process of Investment.	Introduction of the syllabus, Detailed Discussion, online material
<b>May( Week-2)</b>	Tax and Transactions Cost in Investment	Discussion, Solving , online material, PPTs, Presentations for assessment
<b>May ( Week-3)</b>	Risk-Return Analysis, Time Value of Money	Discussion Method Taking Queries
<b>May( Week-4)</b>	Sources of Financial Information	Taking Queries, Oral and Written Tests

**29 May 2021 to 29 June 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>June (Week-1)</b>	SEBI- Objectives, Function and Evaluation of its role	Discussion, online material, PPTs, Presentations for assessment
<b>June(Week-2)</b>	SEBI-Objectives, Function and Evaluation .	Taking Queries, Oral and Written Tests
<b>June(Week-3)</b>	Intermediaries in the capital markets (including Depositories)	Discussion, online material, PPTs, Presentations for assessment
<b>June(Week-4)</b>	Listing of Securities, Trading and Settlement.	Discussion Method, Assignment work

**30 June 2021 to 30 July 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>July(Week-1)</b>	Security Valuation Bonds/Debentures, Preference Shares, Equity Shares	Discussion, online material, PPTs, Presentations for assessment
<b>July (Week-2)</b>	Options and Futures (With numerical).	Discussion Method , Assignment work,
<b>July (Week-3)</b>	Security Analysis- Fundamental Analysis.	Discussion, , online material, PPTs, Presentations for assessment
<b>July (Week-4)</b>	Estimation of Intrinsic Value.	Taking individual queries of students, Presentations for

		assessment
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**31 July 2021 to 13 August 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>July (Week-4)</b>	Technical Analysis: Charting techniques, Dow-theory, Moving Average Analysis	Discussion, online material, PPTs
<b>August(Week-1)</b>	Efficient Market Theory: Random Walk Theory	Discussion, online material, PPTs, Presentations for assessment
<b>August(Week-2)</b>	Oscillators Moving Average Convergence-Divergence	Instructions for Improvement

**Kanya Mahavidyalaya, Kharkhoda (Sonepat)**

**Lesson Plan Session 2020-21**

<b>Name of the Associate Professor: Anita Rani</b>
<b>Class and Section: M.COM</b>
<b>Subject: Commerce</b>
<b>Paper: Organisational Behavior</b>
<b>Year/Semester: 2 nd</b>

**28 APRIL 2021 to 31 MAY 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>APRIL (28-30)</b>	Organisational Behavior: concept and significance; Relationship to other fields	Introduction of syllabus, Discussion
<b>MAY (Week-1)</b>	Model, ethics and ethical behaviour in organizations. Learning: meaning and definition, process,	Discussion, Tests for Revision
<b>MAY (Week-2)</b>	theories of learning, OB in learning organization.	Discussion Method , Assignment work
<b>MAY ( Week-3)</b>	Attitude: meaning and definition, components, functions, formation, changing of attitude,	Detailed Discussion, online material, PPTs
<b>MAY(Week-4)</b>	prejudice and attitude. Personality: meaning and definition, the big five personality	Discussion, Tests for Revision

**1 JUNE 2021 to 30 JUNE 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
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<b>JUNE(Week-1)</b>	Perception: meaning and definition, process, factors influencing perception, perceptual errors or distortions.	Discussion, Tests for Revision
<b>JUNE(Week-2)</b>	Group Dynamics and Team Development: Group dynamics- definition and importance, types of groups, group formation, group development, group performance factors, group norms,	Detailed Discussion, Taking queries
<b>JUNE(Week-3)</b>	group status, group size, cohesiveness, social loafing. Team: types, team composition factors, team development	Discussion Method , Assignment work
<b>JUNE(Week-4)</b>		Discussion, Solving Numerical Questions, Tests for Revision

**1 JULY 2021 to 31 JULY 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>JULY ( Week-1)</b>	Organisational Conflict: Dynamics and management; sources, patterns, levels, and types of conflict; Traditional and modern approaches to conflict; Functional and dysfunctional organisational conflicts; Resolution of conflict.	Discussion, Solving Numerical Questions
<b>JULY ( Week-2)</b>	types of conflict; Traditional and modern approaches to conflict	Detailed Discussion, online material, PPTs
<b>JULY ( Week-3)</b>	; Functional and dysfunctional organisational conflicts; Resolution of conflict.	Detailed Discussion, Solving Numerical Questions, Taking queries
<b>JULY ( Week-4)</b>	Organisational development: Concept; Need for change, resistance to change; Theories	Discussion Method , Solving Numerical Questions, Assignment work

**1 August 2021 to 13 August 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>August(Week-1)</b>	. planned change; organisational diagnosis; OD intervention	Discussion Method , Solving Numerical Questions, Assignment work
<b>August(Week-2)</b>	Revision and TEST , Taking up queries	Detailed Discussion, online material, PPTs

**Kanya Mahavidyalaya, Kharkhoda (Sonapat)**

**Lesson Plan Session 2020-21**

<b>Name of the Assistant/Associate Professor: Ms. SAVITA CHAUHAN</b>
<b>Class and Section-M.com-P</b>
<b>Subject: Commerce</b>
<b>Paper: ENTREPRENEURSHIP DEVELOPMENT</b>
<b>Year/Semester: II Semester</b>

**28 April 2021 to 28 May 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>April( Week-4)</b>	Entrepreneurship: Concept, knowledge and skills requirement	Introduction of the syllabus, Detailed Discussion, online material
<b>May( Week-1 )</b>	characteristics of successful entrepreneurs; role of entrepreneurship in economic development;	Discussion online material, PPTs, Presentations for assessment
<b>May ( Week-2)</b>	entrepreneurship process in detail	Discussion Method
<b>May ( Week-3)</b>	factors impacting emergence of entrepreneurship	Taking Queries, Oral and Written Tests

**29 May 2021 to 28 June. 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>May ( Week-4)</b>	Starting the venture: generating business idea – sources of new ideas,	Discussion, Presentations for assessment
<b>June( Week-1)</b>	Starting the venture: generating business idea – sources of new ideas,	Taking Queries, Oral and Written Tests
<b>June( Week-2)</b>	competitor and industry analysis; feasibility study	Discussion, online material, Presentations for assessment
<b>June( Week-3)</b>	market feasibility, technical/operational feasibility, financial feasibility: drawing business plan	Discussion Method Assignment work

**29 June 2021 to 28 July 2021**

Month/Week	Topic	Methods/Activities Undertaken
June( Week-4)	Functional plans: marketing plan – marketing research for the new venture	Discussion, online material, Presentations for assessment
July ( Week-1)	steps in preparing marketing plan, contingency planning; organizational plan – form of ownership, designing organization structure	Discussion Method , Assignment work,
July ( Week-2)	financial plan – cash budget, working capital	PPTs, Presentations for assessment
July (Week-3)	Revision, Assignment Work & Test	Taking individual queries of students, Presentations for assessment

**29 July 2021 to 13 August 2021**

Month/Week	Topic	Methods/Activities Undertaken
July (Week-4)	Sources of finance: debt or equity financing, commercial banks, venture capital; f	Discussion, online material,
August (Week-1)	financial institutions supporting entrepreneurs; l	Discussion, online material, PPTs, Presentations for assessment
August(Week-2)	legal issues – intellectual property rights patents, trademarks, copyrights, trade secrets, licensing	Instructions for Improvement Assignment Work & Test

## KanyaMahavidyalaya, Kharkhoda (Sonepat)

**Lesson Plan Session 2020-21**

<b>Name of the Assistant/Associate Professor: Ms. Savita Chauhan</b>
<b>Class and Section: M. Com Ist Year</b>
<b>Subject: Commerce</b>
<b>Paper:Financial Management</b>
<b>Year/Semester:2ndSemester</b>

**28 April 2021 to 28 May 2021**

Month/Week	Topic	Methods/Activities Undertaken
April ( Week-4)	Financial Management: Introduction, Meanings and Definitions, Goals of Financial	Introduction of the syllabus, Detailed



	Management, Finance Functions, Interface between Finance and Other Business Functions,	Discussion, online material
<b>May( Week-1 )</b>	Financial Planning: Introduction, Objectives, Benefits, Guidelines, Steps in Financial Planning, Factors Affecting Financial Planning, Estimation of Financial Requirements of a Firm, Capitalization.	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>May ( Week-2)</b>	Time Value of Money: Introduction, Rationale, Future Value, Present Value, Construction of Present Value Tables and Annuity Tables.	Discussion, Solving Numerical Questions,
<b>May ( Week-3)</b>	Cost of Capital: Introduction, Meaning of Cost of Capital, Cost of Different Sources of Finance, Weighted Average Cost of Capital.	Discussion, Solving Numerical Questions and Presentations for assessment

**29 May 2021 to 28 June 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>May ( Week-4)</b>	Leverage: Introduction, Operating Leverage, Application of operating leverage, Financial Leverage, Combined Leverage.	Discussion, Presentations for assessment
<b>June ( Week-1)</b>	Capital Structure: Introduction, Features of an Ideal Capital Structure, Factors Affecting Capital Structure, Theories of Capital Structure.	Discussion, Solving Numerical Questions and Presentations for assessment
<b>June( Week-2)</b>	Dividend Decisions: Introduction, Traditional Approach, Dividend Relevance Model, Miller and Modigliani Model, Stability of Dividends, Forms of Dividends.	Discussion and Solving Practical Problems & PPTs Presentations for assessment
<b>June ( Week-3)</b>	Revision & Test	Taking Queries, Oral and Written Tests

**29 June 2021 to 28 July 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>June ( Week-4)</b>	Capital Budgeting: Introduction, Importance of Capital Budgeting, Complexities Involved in Capital Budgeting Decisions, Phases of Capital Expenditure Decisions, Identification of Investment Opportunities, Rationale of Capital Budgeting Proposals, Capital Budgeting Process, Investment Evaluation, Appraisal Criteria.	Discussion, Solving Numerical Questions and Presentations for assessment
<b>July ( Week-1)</b>	Risk Analysis in Capital Budgeting : Introduction, Types and Sources of Risk in Capital Budgeting, Risk Adjusted Discount Rate, Certainty Equivalent Approach, Probability Distribution Approach, Sensitivity Analysis, Simulation Analysis, Decision Tree Approach.	Discussion & Assignment work
<b>July ( Week-2)</b>	Capital Rationing: Introduction, Types, Steps Involved in Capital Rationing, Various Approaches to Capital Rationing.	Discussion, online material, Presentations for assessment
<b>July(Week-3)</b>	Revision, Assignment Work& Test	Taking individual queries of students, Presentations for assessment

**29 July 2021 to 13 August2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>July(Week-4)</b>	Corporate Restructuring: Mergers and Acquisitions, Take Overs, Amalgamation, Leverage Buy-outs, Management Buy Out	Discussion, online material, PPTs
<b>August (Week-1)</b>	Financial Restructuring: Share Split, Consolidation, Cancellation of Paid Up Capital, Corporate Failures and Liquidations	Discussion, online material, PPTs, Presentations for assessment
<b>August (Week-2)</b>	Revision, Assignment Work& Test	Taking individual queries of students, Presentations for assessment

# Kanya Mahavidyalaya, Kharkhoda (Sonapat)

## Lesson Plan Session 2020-21

<b>Name of the Assistant Professor: Ms. Aakansha Dahiya</b>
<b>Class and Section: M. Com Previous Year</b>
<b>Subject: Commerce</b>
<b>Paper: Management Accounting</b>
<b>Year/Semester: 2ndSemester</b>

### 28 April 2021 to 28 May 2021

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>April ( Week-4)</b>	Management Accounting-An Introduction: Nature & Scope.	Introduction of the syllabus, Detailed Discussion, online material
<b>May( Week-1 )</b>	Financial Accounting vs. Cost Accounting vs. Management Accounting, Functions, Techniques, Principles; Scope.	Discussion, PPTs, Presentations for assessment
<b>May ( Week-2)</b>	Utility; Limitations; Essentials for Success. Management Accountant: Position, Role and Responsibility.	Discussion, Presentations for assessment
<b>May ( Week-3)</b>	Revision and Test	Discussion, Presentations for assessment

### 29 May 2021 to 28June 2021

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>May ( Week-4)</b>	Budgetary Control: Classification of the Budgets.	Discussion, Presentations for assessment
<b>June ( Week-1)</b>	Preparation of different types of Budgets, Performance Budget and Zero-Base Budgeting.	Discussion, Solving Numerical Questions and Presentations for assessment
<b>June( Week-2)</b>	Lease Financing – Lease or buy decision; Evaluation of Lease methods.	Discussion and Solving Practical Problems &PPTs Presentations for assessment
<b>June ( Week-3)</b>	Revision & Test	Taking Queries, Oral and Written Tests

**29 June 2021 to 28 July 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>June ( Week-4)</b>	Contemporary issues in Management-Accounting	Discussion, Presentations for assessment
<b>July ( Week-1)</b>	Value Chain analysis; Activity Based Accounting.	Discussion & Assignment work
<b>July ( Week-2)</b>	Quality Costing; Target and LifeCycle Costing	Discussion, online material, Presentations for assessment
<b>July(Week-3)</b>	Revision, Assignment Work& Test	Taking individual queries of students, Presentations for assessment

**29 July 2021 to 13 August2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>July(Week-4)</b>	Decisions Involving Alternate Choices: Cost Concepts Associated with Decision-making; Evaluation Process; Specific Management Decisions – Make or buy.	Discussion, online material, PPTs
<b>August (Week-1)</b>	Expand or buy; Expand or Contract; Change vs. Status Quo; Retain or Replace; Exploring New Markets; Optimum Product Mix; Adding and Dropping a Product.	Discussion, online material, PPTs, Presentations for assessment
<b>August (Week-2)</b>	Revision, Assignment Work& Test	Taking individual queries of students, Presentations for assessment



