

# KanyaMahavidyalaya, Kharkhoda (Sonapat)

## Lesson Plan Session 2021-22

<b>Name of the Assistant Professor: Ms. Aakansha Dahiya</b>
<b>Class and Section: M. Com Final year</b>
<b>Subject: Commerce</b>
<b>Paper: Advanced Cost Accounting</b>
<b>Year/Semester: 3<sup>rd</sup>Semester</b>

### 06 October 2020 to 05 November 2020

Month/Week	Topic	Methods/Activities Undertaken
<b>October( Week-2)</b>	Inventory system: turnover of material: ABC analysis; VED analysis; JIT, aims and objectives of JIT, Methodology in implementation of JIT, Impact of JIT on Production Price.	Introduction of the syllabus, Detailed Discussion, online material
<b>October( Week-3 )</b>	Material Requirement Planning (MRP-I), aims, methodology, methods of Operations.	Discussion, material, PPTs, Presentations for assessment
<b>October ( Week-4)</b>	Requirement for Implementation of MRPI, MRPI and Inventory Management. Zero Inventory system	Discussion Method, Solving Numerical Questions,
<b>November ( Week-1)</b>	Revision & Test	Taking Queries, Oral and Written Tests

### 06November 2020 to 05December 2020

Month/Week	Topic	Methods/Activities Undertaken
<b>November ( Week-2)</b>	Manufacturing resource planning (MRP II), Evolution, essential elements. Enterprise resource planning (ERP), Lean Accounting.	Discussion, PPTs, Presentations for assessment
<b>November ( Week-3)</b>	Back flush Costing, Conditions for adopting Back flush Costing, different types of back flush Costing.	Discussion, Presentations for assessment
<b>November ( Week-4)</b>	Accounting for Variances, disposition of variances, difficulties in backflus costing, backflus costing in JIT system.	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>December ( Week-1)</b>	Revision & Test	Taking Queries, Oral and Written Tests

**06 December 2020 to 05 January 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>December ( Week-2)</b>	Process Costing; Work in Progress, Inter process Profits, by Products and Joint Products.	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>December ( Week-3)</b>	Uniform costing, Concept, Scope of Uniform costing, Need for Uniform Costing.	Discussion Method , Solving Numerical Questions, Assignment work,
<b>December ( Week-4)</b>	Inter firm comparison, Need for Inter Firm Comparison. Requirements of an Inter firm Comparison scheme, Types of Comparison.	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>January (Week-1)</b>	Revision, Assignment Work& Test	Taking individual queries of students, Presentations for assessment

**06 January 2021 to 05 February 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>January (Week-2)</b>	Cost records, Integral system.	Discussion, online material, PPTs
<b>January (Week-3)</b>	preparation of accounts under integral system.	Discussion, online material, Presentations for assessment
<b>January(Week-4)</b>	Non-integral system, preparation of accounts under non-integral system.	Discussion online material, Presentations for assessment
<b>February (week-1)</b>	Benefits and limitations of integral and non-integral systems.	Discussion Method

**06 February 2021 to 18 February 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>February (Week-2)</b>	Taking queries and revision	Discussion online material, Presentations for assessment
<b>February (Week-3)</b>	Home test for full subject	Test

**Kanya Mahavidyalaya, Kharkhoda (Sonapat)**

**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: Management of Financial Services</b>
<b>Year/Semester: 3<sup>rd</sup></b>

**06 October 2020 to 05 November 2020**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>October (Week-2)</b>	Evolution of Financial Services: Indian Financial System. Formal Financial system and Informal Financial System	Introduction of syllabus, Discussion, Tests for Revision
<b>October (Week-3)</b>	Financial Institutions –Banking Companies and Non-Banking Companies.	Discussion, Questions, Tests for Revision
<b>October (Week-4)</b>	Securitisation: Concept, Players and Process of Securitisation structure,	Discussion Method , Assignment work
<b>November ( Week-1)</b>	Securitisation Instruments	Detailed Discussion, online material, PPTs

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

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>November ( Week-2)</b>	Developments in Securitisation.	Discussion, Tests for Revision
<b>November ( Week-3)</b>	Credit Rating: Concept of Credit Rating, Meaning, Definition, Scope, Need and Importance of Credit Rating,	Detailed Discussion, Taking queries
<b>November ( Week-4)</b>	Types of Credit Rating, Kinds of Instruments rated, credit rating symbols,	Discussion Method , Assignment work
<b>December ( Week-1)</b>	Credit Rating Agencies in India – CRISIL, CARE	Discussion, Questions, Tests for Revision

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

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>December ( Week-2)</b>	ICRA and Fitch India, Process of Credit Rating and Methodology adopted by Indian Credit Rating Agencies,	Discussion, assignment work
<b>December ( Week-3)</b>	Services rendered by Credit Rating Agencies	Detailed Discussion, online material, PPTs
<b>December ( Week-4)</b>	Depository: An overview of the Depository System, Meaning, scope, importance, features.	Detailed Discussion, Taking queries
<b>January (Week-1)</b>	Eligibility criteria for a depository, Right and obligations of Depositors	Discussion Method , Assignment work

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

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>January (Week-2)</b>	Records Maintained by the Depositories, Services and functions of Depository.	Discussion Method , Assignment work
<b>January (Week-3)</b>	NSDL-System, Procedure and Practices	Detailed Discussion, online material, PPTs
<b>January (Week-4)</b>	Core Services and Special Service Other Financial Services: Leasing, Merchant Banking	Detailed Discussion
<b>February (Week-1)</b>	Hire Purchase and Installment System, Consumer Finance, Forfeiting, Counter Trade,	Solving individual problems of Theory

**06 Feb. 2021 to 18 Feb. 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>February (Week-2)</b>	Credit Cards, Mutual Funds, Commercial Papers Financial Journalism	Discussion Method
<b>February (Week-3)</b>	Revision of Full Syllabus & Performance Evaluation	Unit Tests & Performance Evaluation

# 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 Final year</b>
<b>Subject: Commerce</b>
<b>Paper:Portfolio Management</b>
<b>Year/Semester:3<sup>rd</sup>Semester</b>

### 06 October 2020 to 05 November 2020

Month/Week	Topic	Methods/Activities Undertaken
<b>October( Week-2)</b>	Portfolio: Meaning and Benefits, Rationale of Diversification in Investments,	Introduction of the syllabus, Detailed Discussion, online material
<b>October( Week-3 )</b>	Portfolio Risk And Return: Meaning and Measurement;	Discussion, material, PPTs, Presentations for assessment
<b>October ( Week-4)</b>	Strategic Asset Allocation,; Portfolio Selection: Markowitz's model (Efficient Market Frontier); Risk less lending and Borrowings.	Discussion Method, Solving Numerical Questions,
<b>November ( Week-1)</b>	Revision & Test	Taking Queries, Oral and Written Tests

### 06November 2020 to 05December 2020

Month/Week	Topic	Methods/Activities Undertaken
<b>November ( Week-2)</b>	Sharpe'sSingle Index Model:EmpiricalAnalysisandSharpe'sOptimalPortfolio;	Discussion, PPTs, Presentations for assessment
<b>November ( Week-3)</b>	Capital Asset Pricing Model (including SML and CML):	Discussion, Presentations for assessment
<b>November( Week-4)</b>	Assumptions,EmpiricalevidenceonCAPM(with numerical)andLimitations.	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>December ( Week-1)</b>	Revision & Test	Taking Queries, Oral and Written Tests

**06 December 2020 to 05 January 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>December ( Week-2)</b>	Factor Models; Arbitrage Pricing Theory;	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>December ( Week-3)</b>	Performance Evaluation: Treynor Ratio, Sharpe Ratio, Jensen Ratio, M2 Measure, Style Analysis,	Discussion Method , Solving Numerical Questions, Assignment work,
<b>December ( Week-4)</b>	Risk Adjusted Measures of Return; Techniques of Portfolio Revision	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>January (Week-1)</b>	Revision, Assignment Work& Test	Taking individual queries of students, Presentations for assessment

**06 January 2021 to 05 February2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>January (Week-2)</b>	BehaviouralFinance: Heuristic-Driven Biases, Frame Dependence, Emotional and Social Influences andMarketinefficiency;	Discussion, online material, PPTs
<b>January (Week-3)</b>	StrategiesoftheGreatMasters:Benjamin Graham, Warren Buffett, JohnTempleton	Discussion, online material, Presentations for assessment
<b>January(Week-4)</b>	PeterLynch, GeorgeSoros Revision and test	Discussion online material, Presentations for assessment
<b>February (week-1)</b>	DavidDreman, CharlesEllisand Indian MoneyMonarchs Taking queries and revision & test	Discussion Method

**06 February 2021 to 18 February 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>February (Week-2)</b>	Taking queries and revision	Discussion online material, Presentations for assessment

February (Week-3)	Home test for full subject	Test
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## KanyaMahavidyalaya, Kharkhoda (Sonapat)

### Lesson Plan Session 2021-22

<b>Name of the Assistant Professor: Ms. Aakansha Dahiya</b>
<b>Class and Section: M. Com Final year</b>
<b>Subject: Commerce</b>
<b>Paper: Corporate Tax</b>
<b>Year/Semester: 3<sup>rd</sup>Semester</b>

#### 06 October 2020 to 05 November 2020

Month/Week	Topic	Methods/Activities Undertaken
October( Week-2)	Meaning & Types of companies	Introduction of the syllabus, Detailed Discussion, online material
October( Week-3 )	Residential status and incidence of tax on companies	Discussion, material, PPTs, Presentations for assessment
October ( Week-4)	Computation of Income of company under various heads	Discussion Method, Solving Numerical Questions,
November ( Week-1)	general provisions applicable to companies for computation of gross total income.	Taking Queries, Oral and Written Tests

#### 06November 2020 to 05December 2020

Month/Week	Topic	Methods/Activities Undertaken
November ( Week-2)	Deductions from gross total income as applicable to companies	Discussion, PPTs, Presentations for assessment
November ( Week-3)	computation of tax for various types of companies	Discussion, Presentations for assessment
November( Week-4)	Provisions of MAT	Discussion, Solving Numerical Questions, online material, Presentations for assessment
December ( Week-1)	Assessment of Insurance Companies	Taking Queries, Oral and Written Tests

**06 December 2020 to 05 January 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>December ( Week-2)</b>	Assessment of Charitable / Educational Institutions	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>December ( Week-3)</b>	Assessment of Religious Trust and Political Parties	Discussion Method , Solving Numerical Questions, Assignment work,
<b>December ( Week-4)</b>	Assessment of Non- Residents	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>January (Week-1)</b>	advance ruling for non-residents.	Taking individual queries of students, Presentations for assessment

**06 January 2021 to 05 February2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>January (Week-2)</b>	Assessment of cooperative societies	Discussion, online material, PPTs
<b>January (Week-3)</b>	Assessment of discontinued business	Discussion, online material, Presentations for assessment
<b>January(Week-4)</b>	Double taxation	Discussion online material, Presentations for assessment
<b>February (week-1)</b>	Double taxation relief.	Discussion Method

**06 February 2021 to 18 February 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>February (Week-2)</b>	Taking queries and revision	Discussion online material, Presentations for assessment
<b>February (Week-3)</b>	Home test for full subject	Test



# KanyaMahavidyalaya, Kharkhoda (Sonapat)

## Lesson Plan Session 2021-22

<b>Name of the Assistant Professor: Ms. Aakansha Dahiya</b>
<b>Class and Section: M. Com Final year</b>
<b>Subject: Commerce</b>
<b>Paper: Advanced Cost Accounting</b>
<b>Year/Semester: 3<sup>rd</sup>Semester</b>

### 06 October 2020 to 05 November 2020

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>October( Week-2)</b>	Inventory system: turnover of material: ABC analysis; VED analysis; JIT, aims and objectives of JIT, Methodology in implementation of JIT, Impact of JIT on Production Price.	Introduction of the syllabus, Detailed Discussion, online material
<b>October( Week-3 )</b>	Material Requirement Planning (MRP-I), aims, methodology, methods of Operations.	Discussion, material, PPTs, Presentations for assessment
<b>October ( Week-4)</b>	Requirement for Implementation of MRPI, MRPI and Inventory Management. Zero Inventory system	Discussion Method, Solving Numerical Questions,
<b>November ( Week-1)</b>	Revision & Test	Taking Queries, Oral and Written Tests

### 06November 2020 to 05December 2020

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>November ( Week-2)</b>	Manufacturing resource planning (MRP II), Evolution, essential elements. Enterprise resource planning (ERP), Lean Accounting.	Discussion, PPTs, Presentations for assessment
<b>November ( Week-3)</b>	Back flush Costing, Conditions for adopting Back flush Costing, different types of back flush Costing.	Discussion, Presentations for assessment
<b>November ( Week-4)</b>	Accounting for Variances, disposition of variances, difficulties in backflus costing, backflus costing in JIT system.	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>December ( Week-1)</b>	Revision & Test	Taking Queries, Oral and Written Tests

**06 December 2020 to 05 January 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>December ( Week-2)</b>	Process Costing; Work in Progress, Inter process Profits, by Products and Joint Products.	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>December ( Week-3)</b>	Uniform costing, Concept, Scope of Uniform costing, Need for Uniform Costing.	Discussion Method , Solving Numerical Questions, Assignment work,
<b>December ( Week-4)</b>	Inter firm comparison, Need for Inter Firm Comparison. Requirements of an Inter firm Comparison scheme, Types of Comparison.	Discussion, Solving Numerical Questions, online material, Presentations for assessment
<b>January (Week-1)</b>	Revision, Assignment Work& Test	Taking individual queries of students, Presentations for assessment

**06 January 2021 to 05 February 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>January (Week-2)</b>	Cost records, Integral system.	Discussion, online material, PPTs
<b>January (Week-3)</b>	preparation of accounts under integral system.	Discussion, online material, Presentations for assessment
<b>January(Week-4)</b>	Non-integral system, preparation of accounts under non-integral system.	Discussion online material, Presentations for assessment
<b>February (week-1)</b>	Benefits and limitations of integral and non-integral systems.	Discussion Method

**06 February 2021 to 18 February 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>February (Week-2)</b>	Taking queries and revision	Discussion online material, Presentations for assessment
<b>February (Week-3)</b>	Home test for full subject	Test

**KanyaMahavidyalaya, Kharkhoda (Sonapat)**

**Lesson Plan Session 2021-22**

<b>Name of the Assistant Professor: Ms. Aakansha Dahiya</b>
<b>Class and Section: M. Com Final year</b>
<b>Subject: Commerce</b>
<b>Paper: Fundamentals of Marketing</b>
<b>Year/Semester: 3<sup>rd</sup>Semester</b>

**06 October 2020 to 05 November 2020**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>October (Week-2)</b>	Nature and scope of marketing: corporate orientation towards marketplace.	Introduction of the syllabus, Detailed Discussion, online material
<b>October (Week-3)</b>	Building and delivering customer value and satisfaction; retaining customers.	Discussion, online material, PPTs, Presentations for assessment
<b>October (Week-4)</b>	marketing environment	Discussion Method
<b>November (Week-1)</b>	Revision & Test	Taking Queries, Oral and Written Tests

**06November 2020 to 05December 2020**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>November (Week-2)</b>	Analyzing consumer markets and buyer behavior.	Discussion, Presentations for assessment
<b>November (Week-3)</b>	Market segmentation, positioning and targeting.	Taking Queries, Oral and Written Tests
<b>November (Week-4)</b>	Tools of product differentiation; marketing strategies in the different stage of the product life cycle.	Discussion, PPTs, Presentations for assessment
<b>December (Week-1)</b>	Revision & Test	Discussion Method , Assignment work

**06 December 2020 to 05 January 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>December (Week-2)</b>	New product development process; product mix and product line decisions.	Discussion, PPTs, Presentations for assessment
<b>December (Week-3)</b>	Branding decisions; pricing strategies.	Discussion Method , Assignment work
<b>December (Week-4)</b>	Managing marketing channels; wholesaling and retailing.	Discussion, PPTs, Presentations for assessment

<b>January (Week-1)</b>	Revision, Assignment Work& Test	Presentations for assessment
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**06 January 2021 to 05 February2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>January (Week-2)</b>	Advertising and sales promotion.	Discussion, online material, PPTs
<b>January (Week-3)</b>	Public relations; personal selling.	Discussion, online material, Presentations for assessment
<b>January (Week-4)</b>	Evaluation and control of marketing effort.	Discussion online material, Presentations for assessment
<b>February (week-1)</b>	Web marketing; green marketing.	Discussion Method

**06 February 2021 to 18 February 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>February (Week-2)</b>	Taking queries and revision	Discussion and Presentations for assessment
<b>February (Week-3)</b>	Home test for full subject	Taking Queries, Oral and Written Tests

**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: COST ACCOUNTING STANDARDS AND REPORTING</b>
<b>Year/Semester: 4<sup>th</sup> Semester</b>

**16 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>	Introduction of Institute of Cost Accountants of India	Introduction of the syllabus, Detailed Discussion, online material
<b>March( Week-4 )</b>	Introduction of Cost accounting standard board and its objectives and functions	Discussion, Solving , online material, PPTs, Presentations for assessment
<b>April ( Week-1)</b>	Generally accepted cost accounting principles: introduction, conceptual framework, objectives, scope, nature of content and format,	Discussion Method Taking Queries
<b>April ( Week-2)</b>	Cost Accounting Standards (CAS): need and statutory recognition of CAS. Overall recommendations of B. B. Goyal expert committee.	Taking Queries, Oral and Written Tests

**16 April 2021 to 15 May 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>April ( Week-3)</b>	CAS (1-15)	Discussion, online material, PPTs, Presentations for assessment
<b>April ( Week-4)</b>	CAS(16-24)	Taking Queries, Oral and Written Tests
<b>May( Week-1)</b>	Introduction, objectives, scope, definition and explanation of terms used,	Discussion, online material, PPTs, Presentations for assessment
<b>May ( Week-2)</b>	principles of measurement, assignment of cost, presentation and disclosure of CAS	Discussion Method, Assignment work

**16 May 2021 to 15 June 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>May ( Week-3)</b>	Latest amendments and development in CAS.	Discussion, online material, PPTs, Presentations for assessment
<b>May ( Week-4)</b>	Appointment of Cost auditor and eligibility	Discussion Method , Assignment work,
<b>June ( Week-1)</b>	Remuneration, rights and responsibilities, functions of cost auditor, appointing Authorities.	Discussion, , online material, PPTs, Presentations for assessment
<b>June (Week-2)</b>	Revision, Assignment Work & Test	Taking individual queries of students, Presentations for assessment

**16 June 2021 to 30 June 2021**

Month/Week	Topic	Methods/Activities Undertaken
June (Week-3)	Cost Audit, CAS(101-104)	Discussion, online material, PPTs
June (Week-4)	Cost accounting records, companies (cost records and audit ) rules 2014	Discussion, online material, PPTs, Presentations for assessment
June (Week-5)	cost audit and cost investigation.	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: Business Research Methods</b>
<b>Year/Semester: 4<sup>th</sup></b>

**16 March 2021 to 21 April 2021**

Month/Week	Topic	Methods/Activities Undertaken
March (week-3)	Introduction to Business Research: Defining Research Types of Research- Basic and Applied Research; Process of Research; Features of a Good Research Study;	Introduction of syllabus, Discussion
March(Week- 4)	Applications in Business Decisions. Formulation of the Research Problem and Development of the Research Hypotheses:	Discussion, Tests for Revision
April (week -1)	Problem Identification and definition; Process of Problem Identification; Developing a research proposal; Formulation of the Research Hypotheses	Discussion Method , Assignment work
April (week -2)	Research Design: The Nature of Research Designs; Process of Formulation of Research Design	Detailed Discussion, online material, PPTs
April (week -3)	Classification of Research Designs: Exploratory, Two-tiered, Experimental and	Discussion, Tests for Revision

	Descriptive Research Design for Hypothesis Testing Experimental Research Studies: Concept and Classification of Experimental Designs	
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**22 April 2021 to 22 May 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>April (Week-4)</b>	Validity in Experimentation; Factors affecting Internal Validity of Experiment	Discussion, Tests for Revision
<b>May (week -1)</b>	Factors affecting External Validity of Experiment; Methods to Control Extraneous Variables and Environments of Conducting Experiments	Detailed Discussion, Taking queries
<b>May (week -2)</b>	Data Collection Methods: Classification of Data; Research Applications of Secondary and Primary Data; Secondary data sources and usage; Online data sources; Qualitative	Discussion Method , Assignment work
<b>May (week -3)</b>	Method of Data Collection: observation method, Content Analysis, Focus Group Method, Personal Interview Method	Discussion Tests for Revision

**23 May 2021 to 23 June 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>May (week -4)</b>	Projective Techniques; Primary data collection methods questioning techniques, online surveys; Questionnaire Design Procedure.	Discussion,
<b>June (week-1)</b>	Sampling Plan: Universe, Sample vs Census; Sample Frame and Sampling Unit; Sampling Design; Sampling Techniques; Sample size Determination; Sampling and Non-Sampling Errors.	Detailed Discussion, online material, PPTs
<b>June (week-2)</b>	Report Writing : Meaning, Functions and Types of Research Report, Steps of Planning Report Writing, Research Report Structure, Principles of Writing, Guidelines for	Detailed Discussion, Taking queries

	Effective Documentation, Writing and Typing the Report, Research Briefings: Oral Presentation. Presentation of Results: Descriptive	
<b>June (week-3)</b>	Presentation. Presentation of Results: Descriptive Presentation, Graphic Presentation, Diagrams, Pictures and Maps, Tabular Presentation, Difficulties in Presentation	Discussion Method , Questions, Assignment work

**23 June 2021 to 30 June 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>June (week-4)</b>	Revision and TEST , Taking up queries	Discussion Method , Assignment work

## 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 Final year</b>
<b>Subject: Commerce</b>
<b>Paper: Human Resource Management</b>
<b>Year/Semester: 4th Semester</b>

**16 March 2021 to 15 April 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>March( Week-3)</b>	Human Resource Management- An Introduction, Nature, Features, Scope, Objectives and importance of Human Resource Management;	Introduction of the syllabus, Detailed Discussion, online material
<b>March( Week-4 )</b>	Functions of Human Resource Management- Managerial and Operative functions; Qualification and Qualities of Human Resource Manager in an Organization;	Discussion, PPTs, Presentations for assessment



<b>April ( Week-1)</b>	Evolution and growth of Human Resource Management in India, Recent Techniques in Human Resource Management (HRM).	Discussion, Presentations for assessment
<b>April ( Week-2)</b>	Revision and Test	Discussion, Presentations for assessment

**16 April 2021 to 15 May 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>April ( Week-3)</b>	Workers Participation in management (W.P.M): Concept, Need, Objectives and Forms of W.P.M ;	Discussion, PPTs, Presentations for assessment
<b>April ( Week-4)</b>	Pre- requisites of effective participation, Evaluation of the scheme of W.P.M., Structure, Factors Affecting Capital Structure, Theories of Capital Structure.	Discussion, Presentations for assessment
<b>May( Week-1)</b>	Essential features, Functions and progress of Joint Management Councils in India, Causes of failure of Joint Management Councils.	Discussion & Online Material, Presentations for assessment
<b>May ( Week-2)</b>	Revision & Test	Taking Queries, Oral and Written Tests

**16 May 2021 to 15 June 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>May ( Week-3)</b>	Trade Unions: Concept, Need, Functions and Objectives of Trade Unions, Origin, Growth and Development of Trade Unions in India,.	Discussion, Presentations for assessment
<b>May ( Week-4)</b>	Difficulties and Principal drawbacks of Trade Unions movement in India.	Discussion & Assignment work
<b>June ( Week-1)</b>	Collective Bargaining: Concept, nature, Scope and functions of Collective Bargaining in India, Essentials for the success of collective Bargaining in India	Discussion, online material, Presentations for assessment
<b>June (Week-2)</b>	Revision, Assignment Work& Test	Taking individual queries of students, Presentations for assessment

**16 June 2021 to 06 July2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>June (Week-3)</b>	Employee Morale: Concept, Nature and significance of morale, Determinants of morale and measurement of morale.	Discussion, Solving Numerical Questions, online material, PPTs
<b>June (Week-4)</b>	Productivity: Concept and significance of productivity, Measurement of Productivity, Factors influencing Industrial productivity, measures to improve productivity and relationship between morale and productivity.	Discussion, Solving Numerical Questions, online material, PPTs, Presentations for assessment
<b>July(Week-1)</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. Aakash Dahiya</b>
<b>Class and Section: M. Com Final year</b>
<b>Subject: Commerce</b>
<b>Paper: Corporate Tax Planning and Management</b>
<b>Year/Semester: 4<sup>th</sup> Semester</b>

**16 March 2021 to 15 April 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>March( Week-3)</b>	Corporation Tax: Meaning of tax, Tax evasion, Tax avoidance, Tax planning, Tax management, Need for tax planning.	Introduction of the syllabus, Detailed Discussion, online material
<b>March( Week-4 )</b>	Precautions in tax planning, Limitations of tax planning. Tax planning for new business.	Discussion, material, PPTs, Presentations for assessment
<b>April ( Week-1)</b>	Tax planning with reference to location, nature and different forms of organization of new business.	Discussion Method, Solving Numerical Questions,

<b>April ( Week-2)</b>	Revision and Test	Taking Queries, Oral and Written Tests
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**16 April 2021 to 15 May 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>April ( Week-3)</b>	Tax provisions relating to free trade zones, infrastructure sector, backward areas. Tax issues relating to Amalgamations.	Introduction of the syllabus, Detailed Discussion, online material
<b>April ( Week-4)</b>	Meaning and types of amalgamation, Tax incentives of amalgamation to amalgamating Company, amalgamated company and shareholders of amalgamating company.	Discussion, material, PPTs, Presentations for assessment
<b>May( Week-1)</b>	Tax planning with reference to amalgamation of companies.	Discussion Method, Solving Numerical Questions,
<b>May ( Week-2)</b>	Revision & Test	Taking Queries, Oral and Written Tests

**16 May 2021 to 15 June 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>May ( Week-3)</b>	Tax Planning and Financial Management Decisions: Tax Planning relating to capital structure decisions.	Introduction of the syllabus, Detailed Discussion, online material
<b>May ( Week-4)</b>	Dividend policy, Inter corporate Dividends, Bonus share and Bonus debentures, Tax planning in respect of own or lease.	Discussion, material, PPTs, Presentations for assessment
<b>June ( Week-1)</b>	Tax planning regarding Managerial Remuneration.	Discussion Method, Solving Numerical Questions,
<b>June (Week-2)</b>	Revision, Assignment Work& Test	Taking Queries, Oral and Written Tests

**16 June 2021 to 06 July2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>June (Week-3)</b>	Tax planning and Financial Management Decisions: Tax planning in respect of	Discussion, Solving Numerical Questions, online

	sale of assets used for scientific research, Make or buy decisions, Repair replace, Renewal or renovation of an asset, Shut down or continue decisions.	material, PPTs
<b>June (Week-4)</b>	Tax planning in respect of selling in domestic or foreign market . Tax planning in respect of Tax Incentives to Exporters.	Discussion, Solving Numerical Questions, online material, PPTs, Presentations for assessment
<b>July(Week-1)</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 Final year</b>
<b>Subject: Commerce</b>
<b>Paper: International Business Environment</b>
<b>Year/Semester: 4thSemester</b>

#### 16 March 2021 to 15 April 2021

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>March( Week-3)</b>	International Business and Environment: Meaning, Nature.	Introduction of the syllabus, Detailed Discussion, online material
<b>March( Week-4 )</b>	Significance, dimensions, types Level of International Business and its Environment.	Discussion, PPTs, Presentations for assessment
<b>April ( Week-1)</b>	Business Environment and strategic decisions.	Discussion, Presentations for assessment
<b>April ( Week-2)</b>	Revision and Test	Discussion, Presentations for assessment

#### 16 April 2021 to 15 May 2021

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
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<b>April ( Week-3)</b>	International Economic Cooperation and Agreements; Regional Economic Integration (Trade Blocks); Integration, Customs-Union.	Discussion, PPTs, Presentations for assessment
<b>April ( Week-4)</b>	European Union, Indo-Eu Trade, Euro, south – south cooperation (SAARC, SAPTA, Indo-Lanka Free Trade Agreements, NAFTA. International commodity Agreements.	Discussion, Presentations for assessment
<b>May( Week-1)</b>	Generalised and Global systems of Trade Preferences (GSP & GSTP); International Trade and Investment Theories.	Discussion & Online Material, Presentations for assessment
<b>May ( Week-2)</b>	Revision & Test	Taking Queries, Oral and Written Tests

**16 May 2021 to 15 June 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>May ( Week-3)</b>	International Economic Institutions: IMF, WB, ADB, UNCTAD, IMODO.	Discussion, Presentations for assessment
<b>May ( Week-4)</b>	WTO Multi-Fibre Arrangement (MFA); International Trade and Payments (Protectionism, Barriers: Tariff & Non-Tariff).	Discussion & Assignment work
<b>June ( Week-1)</b>	State-Trading, Foreign-Trade Policy; Global Sourcing, BOPs, BOT and Indian scene.	Discussion, online material, Presentations for assessment
<b>June (Week-2)</b>	Revision, Assignment Work& Test	Taking individual queries of students, Presentations for assessment

**16 June 2021 to 06 July2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>June (Week-3)</b>	Foreign Exchange Market: Types of Exchange Rates,. Participation in Foreign Exchange Market, types of foreign Exchange Market, ER Quotas.	Discussion, Presentations for assessment
<b>June (Week-4)</b>	Determination of Foreign Exchange Rates; Futures, Options and Swap-Operations, Arbitrage, convertibility of Rupee. ER- Arrangements in India.	Discussion & Assignment work

<b>July(Week-1)</b>	Revision, Assignment Work& Test	Taking individual queries of students, Presentations for assessment
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## Kanya Mahavidyalaya, Kharkhoda (Sonepat)

### Lesson Plan Session 2020-21

<b>Name of the Assistant Professor: Ms. Aakansha Dahiya</b>
<b>Class and Section: M. Com Final year</b>
<b>Subject: Commerce</b>
<b>Paper: International Marketing</b>
<b>Year/Semester: 4<sup>th</sup> Semester</b>

#### 16 March 2021 to 15 April 2021

Month/Week	Topic	Methods/Activities Undertaken
<b>March ( Week-3)</b>	Introduction to International Marketing: Nature and significance.	Introduction of the syllabus, Detailed Discussion, online material
<b>March ( Week-4 )</b>	Complexities in international marketing ; Transition from domestic to transnational marketing; International market orientation – EPRG framework.	Discussion, PPTs, Presentations for assessment
<b>April ( Week-1)</b>	International market entry strategies. International Marketing Environment.	Discussion, Presentations for assessment
<b>April ( Week-2)</b>	Revision and Test	Discussion, Presentations for assessment

#### 16 April 2021 to 15 May 2021

Month/Week	Topic	Methods/Activities Undertaken
<b>April ( Week-3)</b>	Foreign Market Selection: Global market segmentation; Selection of foreign markets; international positioning.	Discussion, PPTs, Presentations for assessment
<b>April ( Week-4)</b>	International Marketing Planning, Organising and Control: Issues in international marketing planning; International marketing information	Discussion, Presentations for assessment

	system.	
<b>May( Week-1)</b>	Organising and controlling International marketing operations. Emerging Issues and developments in international marketing.	Discussion & Online Material, Presentations for assessment
<b>May ( Week-2)</b>	Revision & Test	Taking Queries, Oral and Written Tests

**16 May 2021 to 15 June 2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>May ( Week-3)</b>	Product Decisions: Product planning for global markets; Standardization vs. product adaptation; New product development.	Discussion, Presentations for assessment
<b>May ( Week-4)</b>	Management of international brands; Packaging and labeling; Provision of sales related services. Pricing Decisions.	Discussion & Assignment work
<b>June ( Week-1)</b>	Environmental influences on pricing decisions; International pricing policies and strategies.	Discussion, online material, Presentations for assessment
<b>June (Week-2)</b>	Revision, Assignment Work& Test	Taking individual queries of students, Presentations for assessment

**16 June 2021 to 06 July2021**

<b>Month/Week</b>	<b>Topic</b>	<b>Methods/Activities Undertaken</b>
<b>June (Week-3)</b>	Promotion Decisions: Complexities and issues.	Discussion, Presentations for assessment
<b>June (Week-4)</b>	International advertising, personal selling. sales promotion and public relations	Discussion & Assignment work
<b>July (Week-1)</b>	Revision, Assignment Work& Test	Taking individual queries of students, Presentations for assessment





