**Lesson plan 2019-20 Odd Semester (July – December)**

Name of the Teacher: **Dr Niti Goyal**

**Subject: BC 301 Corporate Accounting ,** B COM II Semester 3,

**Lesson Plan**

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| **S No** | **Period** | **Topics to be Covered** | **Academic Activity to be Organized** |
|  | **July 2019** | Issue, forfeiture and reissue of forfeited shares- concept & process of book building; issue of rights and bonus shares; buy back of shares. | **Class discussion** |
|  | **01-31 Aug 2019** | Redemption of preference shares; Issue of debentures, Redemption of debentures. | **Class discussion & class test** |
|  | **01-30 Sept 2019** | Final accounts of Companies.  Internal reconstruction: concepts and accounting treatment | **Class discussion & class test** |
|  | **01-31 Oct 2019** | Amalgamation of companies | **Quiz** |
|  | **Nov 2019** | Revision | Tests |

**Topics of Assignments/ Class Tests to be given to the Students:**

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| **Assignment 1** | Book Building  Difference between Private and Public Company |
| **Assignment 2** | Entries of issue and redemption of debentures  redemption of Preference Shares |
| **Class Test** | Issue of shares |

**Class : B COM II Semester 3,**

**Subject: BC 303 - BUSINESS LAW I**

**Lesson Plan**

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| **S No** | **Period** | **Topics to be Covered** | **Academic Activity to be Organized** |
|  | **July 2019** | Law of Contract (1872): nature and classification of contract; offer and acceptance; capacity of parties to contract; free consent; | **Class discussion** |
|  | **01-31 Aug 2019** | Consideration; legality of object; agreement declared void;  Performance of contract; discharge of contract, remedies for breach of contract; Contingent contracts; Quasi contracts.  Sale of Goods Act 1930: formation of contract of sale; goods and their classification, price; | **Class discussion & class test** |
|  | **01-30 Sept 2019** | conditions and warranties; transfer of property in goods; performance of the contract of Sale; Remedies: unpaid seller and his rights, buyer's remedies; Auction sale.  Consumer Protection Act 1986. | **Class discussion & class test** |
|  | **01-31 Oct 2019** | Special contracts: indemnity & guarantee; bailment and pledge; contract of agency. | **Class discussion & Quiz** |
|  | **Nov 2019** | Revision | Test |

**Topics of Assignments/ Class Tests to be given to the Students:**

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| **Assignment 1** | important definitions under the Indian Contract Act , 1872 & features of valid contract |
| **Assignment 2** | Sale of Goods Act 1930 |
| **Class Test** | Indian Contract Act , 1872 |

**Class: B COM I Semester 1,**

**Subject: BC 103 Principles of management**

**Lesson Plan**

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| **S No** | **Period** | **Topics to be Covered** | **Academic Activity to be Organized** |
|  | **July 2019** | Introduction to commerce: concept, nature, importance and scope, components of commerce, evolution of commerce, commerce and business.  Introduction to Management: concept, characteristics and significance, Process/Functions of Management, Coordination.  Management: as Science, Art and profession.  Approaches to Management: Classical and Neo classical approach. Behavioral approach, Management science approach. Systems approach and Contingency approach; Management thought in ancient India. | **Class discussion** |
|  | **01-31 Aug 2019** | Planning: concept, process & importance, Types of Plans: Policy, Programme, Strategy, Vision, Mission, Goals, and Objectives.  Organizing: meaning, principles and benefits of organizations; Organizational structure: Functional, Line vs. Staff, matrix, Formal vs. Informal; Organizational structure for large scale business organization.  Delegation: meaning, advantages, barriers to delegation, guidelines for effective delegation. | **Class presentations** |
|  | **01-30 Sept 2019** | Decentralization and Centralization: advantages and disadvantages, factors influencing decentralization.  Staffing: meaning, importance & scope of staffing.  Directing: concept; Motivation: concept, objectives & significance, Approaches to motivation. | **Class discussion & class test** |
|  | **01-31 Oct 2019** | Leadership: concept, significance & functions, Leadership styles, approaches to leadership.  Controlling: meaning and characteristics of control, process of control, prerequisites of an effective control system; controlling techniques. | **Quiz** |
|  | **Nov 2019** | Revision | Test |

**Topics of Assignments/ Class Tests to be given to the Students:**

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| Assignment 1 | Introduction to Management |
| Assignment 2 | Planning , organizing |
| Class Test | Motivation |

**Class: B COM II Semester 4,**

**Subject: BC 502 Financial management**

**Lesson Plan**

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| **S No** | **Period** | **Topics to be Covered** | **Academic Activity to be Organized** |
|  | **July 2019** | Financial management: nature, scope, objectives and significance of financial management; recent developments in financial management.  Financial planning and forecasting: need, importance, drafting a financial plan; capitalization: introduction. overcapitalization and under-capitalization; | **Class discussion** |
|  | **01-31 Aug 2019** | financial forecasting: meaning, benefits and techniques of financial forecasting; sources of finance: short-term, medium term and long term.  Cost of capital: significance, computation of cost of debt, equity & preference share capital and retained earnings, weighted average cost of capital. | **Class discussion & class test** |
|  | **01-30 Sept 2019** | Capital structure decisions: meaning and determinants of capital structure; theories of capital structure Capital budgeting decisions: nature & importance, factors influencing capital expenditure decisions, techniques of capital budgeting | **Class discussion & class test** |
|  | **01-31 Oct 2019** | Working capital management: need, types & determinants, forecasting of working capital requirements; management of cash. | **Quiz** |
|  | **Nov 2019** | revision | Test |

**Topics of Assignments/ Class Tests to be given to the Students:**

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| **Assignment 1** | Introduction to Financial management; sources of finance |
| **Assignment 2** | Capitalization |
| **Class Test** | Cost of Capital |