http://www.htmlpublish.com/newTestDocStorage/DocStorage/5c96181d97b241bfad2b4bc1651021fe/Dr._Neelam_Gupta_images/Dr._Neelam_Gupta1x1.jpg

**Lesson Plan**

Name of the Assistant Professor – Mrs. Sunita Rani

Subject - Commerce

Lesson Plan - 18 Weeks (January-April 2018 )

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| **Week** | **Date** | | **Class B.Com (III)** |
|  |  | | **Auditing.** |
|  |  | |  |
| 1 | 1-Jan-18 | | Meaning, Origin and Development |
|  |  |
|  | 2-Jan-18 | | Definition and inter-pretuation |
|  |  |
|  | 3-Jan-18 | | Necessity |
|  |  |
|  | 4-Jan-18 | | Differences, Scope |
|  |  |
|  | 5-Jan-18 | | Qualities and Types of an auditor |
|  |  |
|  | 6-Jan-18 | | Oral Test |
|  |  |
|  | 7-Jan-18 | | Sunday |
|  |  |
| 2 | 8-Jan-18 | | Objectives of auditing |
|  |  |
|  | 9-Jan-18 | | Objectives of auditing |
|  |  |
|  | 10-Jan-18 | | Objectives of auditing |
|  |  |
|  | 11-Jan-18 | | Difference between errors and fraud |
|  |  |
|  | 12-Jan-18 | | Advantages and Limitations |
|  |  |
|  | 13-Jan-18 | | Class Test |
|  |  |
|  | 14-Jan-18 | | Sunday |
|  |  |
| 3 | 15-Jan-18 | | Types acc. to the organization of business |
|  |  |
|  | 16-Jan-18 | | Types acc. to the practical way |
|  |  |
|  | 17-Jan-18 | | Periodical, final audit |
|  |  |
|  | 18-Jan-18 | | Internal Audit |
|  |  |
|  | 19-Jan-18 | | External audit and Statuary audit |
|  |  |
|  | 20-Jan-18 | | Class Test |
|  |  |
|  | 21-Jan-18 | | Sunday |
|  |  |
| 4 | 22-Jan-18 | | Vasant Panchami |
|  |  |
|  | 23-Jan-18 | | Preparation before audit |
|  |  |
|  | 24-Jan-18 | | Sir Chhotu Ram Jayanti |
|  |  |
|  | 25-Jan-18 | | Audit Programme |
|  |  |
|  | 26-Jan-18 | | [Republic Day](http://www.officeholidays.com/countries/india/india_republic_day.php) |
|  |  |
|  |  | | Audit Programme |
|  | 27-Jan-18 | |  |
|  | 28-Jan-18 | | Sunday |
|  |  |
| 5 | 29-Jan-18 | | Audit NoteBook |
|  |  |
|  |  | | Working Papers |
|  | 30-Jan-18 | |  |
|  | 31-Jan-18 | | Guru Ravi Das Birthday |
|  |  |
|  | 1-Feb-18 | | Routine Checking |
|  |  |
|  | 2-Feb-18 | | Test Checking |
|  |  |
|  | 3-Feb-18 | | Overall Check |
|  |  |
|  | 4-Feb-18 | | Sunday |
|  |  |
|  | 5-Feb-18 | | Internal Control, objects |
| 6 |  |
| 6-Feb-18 | | Principles, forms |
|  |
|  |  |
|  | 7-Feb-18 | | Internal check |
|  |  |
|  | 8-Feb-18 | | Advantages and Disadvantages |
|  |  |
|  | 9-Feb-18 | | Internal checking system, Sales |
|  |  |
|  | 10-Feb-18 | | Maharishi Dayanand Saraswati Jayanti |
|  |  |
|  | 11-Feb-18 | | Sunday |
|  |  |
| 7 |  | | Internal check, Stores |
|  | 12-Feb-18 | |  |
|  | 13-Feb-18 | | Maha Shivratri |
|  |  |
|  | 14-Feb-18 | Internal check & Cash System | |
|  |  | |
|  |  | Wages and Internal check | |
|  | 15-Feb-18 |  | |
|  | 16-Feb-18 | Routine Checking | |
|  |  | |
|  | 17-Feb-18 | Vouching | |
|  |  | |
|  | 18-Feb-18 | Sunday | |
|  |  | |
| 8 | 19-Feb-18 | Vouchers | |
|  |  | |
|  | 20-Feb-18 | Vouchers of different entries | |
|  |  | |
|  |  | Vouchers of different books | |
|  | 21-Feb-18 |  | |
|  | 22-Feb-18 | Class Test | |
|  |  | |
|  |  | Verification – Definition & Objects | |
|  | 23-Feb-18 | Importance | |
|  | 24-Feb-18 | Duties | |
|  |  | |
|  | 25-Feb-18 | Sunday | |
|  |  | |
| 9 | 26-Feb-18 | Verification of Assets | |
|  |  | |
|  | 27-Feb-18 | Assignment -I | |
|  |  | |
|  | 28-Feb-18 | Holiday | |
|  |  | |
|  | 1-Mar-18 | Holiday | |
|  |  | |
|  | 2-Mar-18 | Holi | |
|  |  | |
|  | 3-Mar-18 | Holiday | |
|  |  | |
|  | 4-Mar-18 | Sunday | |
|  |  | |
| 10 | 5-Mar-18 | Verification of assets | |
|  |  | |
|  |  | Verification of Liabilities | |
|  | 6-Mar-18 |  | |
|  |  | Verification of Liabilities | |
|  | 7-Mar-18 |  | |
|  | 8-Mar-18 | Meaning & Definition of Audit Report | |
|  |  | |
|  | 9-Mar-18 | Importance | |
|  |  | |
|  | 10-Mar-18 | Sessional Test | |
|  |  | |
|  | 11-Mar-18 | Sunday | |
|  |  | |
| 11 | 12-Mar-18 | Contents | |
|  |  | |
|  |  | Types | |
|  | 13-Mar-18 |  | |
|  |  | Specimen, Audit Certificate | |
|  | 14-Mar-18 |  | |
|  | 15-Mar-18 | Solution of Problems | |
|  |  | |
|  |  | Auditor | |
|  | 16-Mar-18 |  | |
|  | 17-Mar-18 | Appointment | |
|  |  | |
|  | 18-Mar-18 | Sunday | |
|  |  | |
| 12 | 19-Mar-18 | Qualification, Remuneration | |
|  |  | |
|  | 20-Mar-18 | Removal , Status | |
|  |  | |
|  |  | Rights | |
|  | 21-Mar-18 |  | |
|  |  | Duties | |
|  | 22-Mar-18 |  | |
|  | 23-Mar-18 | Shaheedi Diwas | |
|  |  | |
|  | 24-Mar-18 | Liabilities | |
|  |  | |
|  | 25-Mar-18 | Sunday | |
|  |  | |
| 13 |  | Liabilities | |
|  | 26-Mar-18 |  | |
|  | 27-Mar-18 | Different Cases | |
|  |  | |
|  |  | An auditor is a watch dog but not a blund | |
|  | 28-Mar-18 | hound | |
|  | 29-Mar-18 | [Mahavir Jayanti](http://www.officeholidays.com/countries/india/mahavir_jayanti.php) | |
|  |  | |
|  | 30-Mar-18 | Black Money & Auditor | |
|  |  | |
|  | 31-Mar-18 | Assignment - II | |
|  |  | |
|  | 1-Apr-18 | Sunday | |
|  |  | |

|  |  |  |
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| 14 | 2-Apr-18 | Meaning & Definition of Investigation |
|  |  |
|  |  | Difference, Necessity |
|  | 3-Apr-18 |  |
|  | 4-Apr-18 | Procedure |
|  |  |
|  | 5-Apr-18 | Objects |
|  |  |
|  | 6-Apr-18 | Objects |
|  |  |
|  | 7-Apr-18 | Solution of Problems |
|  |  |
|  | 8-Apr-18 | Sunday |
|  |  |
| 15 | 9-Apr-18 | E-Commerce |
|  |  |
|  | 10-Apr-18 | Historical Prospective |
|  |  |
|  | 11-Apr-18 | Definitions |
|  |  |
|  |  | Effects |
|  | 12-Apr-18 |  |
|  |  | Auditing E-Commerce Environment |
|  | 13-Apr-18 |  |
|  | 14-Apr-18 | [Dr Ambedkar Jayanti](http://www.officeholidays.com/countries/india/ambedkar_jayanti.php)/ [Vaisakhi](http://www.officeholidays.com/countries/india/haryana/2016.php) |
|  |  |
|  | 15-Apr-18 | Sunday |
|  |  |
| 16 |  | Class Test |
|  | 16-Apr-18 |  |
|  | 17-Apr-18 | Professional Conduct & Ethics |
|  |  |
|  | 18-Apr-18 | [Parashurama Jayanti](http://www.officeholidays.com/countries/india/2016.php) |
|  |  |
|  | 19-Apr-18 | Professional Ethics |
|  |  |
|  |  | Entries of names in the register |
|  | 20-Apr-18 |  |
|  |  | Fellows & Associates |
|  | 21-Apr-18 |  |
|  | 22-Apr-18 | Sunday |
|  |  |
| 17 | 23-Apr-18 | First Scheduled Part-I |
|  |  |
|  | 24-Apr-18 | Disabilities, Removal, Enquiry, |
|  |  |
|  | 25-Apr-18 | Revision |
|  |  |
|  | 26-Apr-18 | Revision |
|  |  |
|  | 27-Apr-18 | Revision |
|  |  |
|  | 28-Apr-18 | Revision |
|  |  |
|  |  |  |