**SUMMARY OF LESSON PLAN OF COLLEGE FACULTY**

**Name of College: G.V.M Girls College Academic Session : 2017-18 Semester : Odd For the month of : Jul & Aug, 2017**

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| **S. No** | **Name of Assistant/Associate Professor** | **Subject** | **Chapters/ Topics to be covered** | **Academic activity to be organized** | **Topic of Assignment/ Tests to be given to the students** |
| **1.** | **Ms. Tarika Sethi** | Statistical Analysis For Business  M.Com( 1st Sem) | Partial and Multiple Correlation and Regression | Group Discussion | Test on Partial and multiple regression |
|  |  | An Introduction To Statistics  B.Com(Hons) 1st Sem | Statistics: Meaning, Definition. Needs and objectives  Collection of Data  Classification Of Data | Group Discussion | Test on Collection of Data |
|  |  | Income Tax- 1  B.Com(Hons) 5th Sem | Introduction Of Income Tax  Determination Of Residential Status and Incidence Of Tax | Group Discussion | Test On Residential Status and Incidence Of tax |

**For The Month of August 2017**

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|  |  | Statistical Analysis For Business  M.Com (1st Sem) | Probability Distribution : Binomial, Poisson, Normal  Analysis Of Variance(ANNOVA) |  | Test on ANNOVA |
|  |  | An Introduction To Statistics  B.Com(Hons)1st Sem | Tabulation Of Data,  Graphic Presentation Of Data,  Diagrammatic Presentation Of Data,  Measurement Of Central Tendency and Variation | Seminar | Test on Measurement Of Central Tendency |
|  |  | Income Tax  B.Com (Hons) 5th Sem | Exempted Incomes,  Income From Salary | Seminar | Solve practical problems on Salary |

**Name of College: G.V.M Girls College Academic Session: 2017-18 Semester: Odd For the month of :Sep & Oct, 2017**

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| **S. No** | **Name of Assistant/Associate Professor** | **Subject** | **Chapters/ Topics to be covered** | **Academic activity to be organized** | **Topic of Assignment/ Tests to be given to the students** |
| 1. | **Ms.Tarika Sethi** | Statistical Analysis For Business  M.Com (1st Sem) | Test of Hypothesis—Large sample test and small sample test i.e. Z- test and T- test | Preparation for Net Exam | Test on Z-test  Test on T- test |
|  |  | An Introduction To Statistics  B.Com (Hons) 1st Sem | Measurement of Absolute and Relative variations,  Moments , skewness and Kurtosis(with Sheppard’s corrections) |  | Test on Dispersion  Test on Kurtosis |
|  |  | Income Tax—1  B.Com(Hons) 5th Sem | Income From House Property  Profit and Gains from Business and Profession | Problem session | Test on Income from House Property |

**For The Month of October**

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|  |  | Statistical Analysis For Business  M.com 1st Sem | Association Of Attributes: Criterion of independence; consistency of data (two or three attributes)  Non Parametric Tests | Class Conference | Test on Association Of Attributes |
|  |  | An Introduction To Statistics  B.com(Hons) 1st Sem | Index Numbers--- 1&2  Meaning and schools of thoughts, Importance of the concept of the Probability, Probability Theorems:Addition, Multiplication and Bayes Theorem. Mathematical Expectations. Numericals of probability | Problem session | Test on Index No—1 |
|  |  | Income Tax—1  B.Com(Hons) 5th Sem | Capital Gains, Income from Other Sources Set- Off and Carry Forward Of Losses | Problem Session | Test on Income from Other sources |

**Name of College: G.V.M Girls College Academic Session : 2017-18 Semester : Odd For the month of : Nov & Dec, 2017**

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| **S. No** | **Name of Assistant/Associate Professor** | **Subject** | **Chapters/ Topics to be covered** | **Academic activity to be organized** | **Topic of Assignment/ Tests to be given to the students** |
| 1. | Ms. Tarika Sethi | Statistical Analysis Of Business  M.com 1st Sem | X2- Test: Conditions for applying X2-test, Yate’s correction, uses of X2 test, additive property of X2, Misuse of chi-square test and its limitations | Preparation for Net Exam | Sessional Exams |
|  |  | An Introduction To Statistics  B.com(Hons) 1st Sem | Probability Theorems: Addition, Multiplication and Bayes Theorem. Mathematical Expectations. Numericals of probability | Problem Session | Sessional Exams |
|  |  | Income Tax—1  B.Com(Hons) 5th Sem | Deemed Incomes and Clubbing Of Incomes,  Deductions allowed from Gross Total Income | Problem session | Sessional Exams |

**University Examinations in the month of Dec**

**SUMMARY OF LESSON PLANS OF COLLEGE FACULTY**

**Name of College:** G.V.M Girls College, Sonepat **Academic Session:** 2017-18 **Semester:** Odd **For the month of** JULY, 2017

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| ***S. No.*** | ***Name of Assistant Professor*** | ***Subject*** | ***Topics / Chapters to be covered*** | ***Academic activity to be organized*** | ***Topic of Assignments/Tests to be given to the students*** |
| 1. | Ms. Ruchika Vermani | Principles of Marketing  B.Com (Hons) 3rd Semester | Unit 1 – Introduction to Marketing – Meaning, Nature, Scope, Importance, Marketing Concepts – Traditional and Modern. Consumer Behaviour - Nature, Scope, Significance, Factors determining consumer behaviour. | Preparation of Interview Questions | Test - Consumer Behaviour |
|  |  | Business Law I  B.Com (Hons) 1st Semester | Unit 1 – Indian Contract act 1872 - Introduction, Valid contract and its elements, Proposal, Acceptance and Revocation | Preparation of Self Introduction | Test – Valid Contract and its elements |
|  |  | Marketing Concepts and Decisions  M.Com 3rd Semester | Unit 1 - Introduction to Marketing – Meaning, Nature, Scope, Importance, Marketing Concepts, Holistic Marketing, Building and Delivering Customer Value and satisfaction, loyalty, Value Chain, Core Competencies, strategic marketing planning. | Group Discussion | Test – Holistic Marketing |
|  |  | Fundamentals of Marketing  M.Com 3rd Semester | Unit 1 – Nature and Scope of Marketing, Building and Delivering Customer Value and satisfaction, retaining customer | Group Discussion | Test – Marketing Introduction |

**Name of College:** G.V.M Girls College, Sonepat **Academic Session:** 2017-18 **Semester:** Odd **For the month of** AUGUST, 2017

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| ***S.No.*** | ***Name of Assistant Professor*** | ***Subject*** | ***Topics / Chapters to be covered*** | ***Academic activity to be organized*** | ***Topic of Assignments/Tests to be given to the students*** |
| 1. | Ms. Ruchika Vermani | Principles of Marketing  B.Com (Hons) 3rd Semester | Unit 2 – Market Segmentation – Concept, Importance, Basis for markert segmentation. Product – Concept, Importance, classification, planning and development, Branding, Packaging, Labelling, Product life Cycle | Case Study | Test – Product Life Cycle |
|  |  | Business Law I  B.Com (Hons) 1st Semester | Unit 1 – Contractual capacity of parties, free consent, lawful consideration and object  Unit 2- Agreements expressly declared as void, Legal formalities, Contingent contracts, Performance of contracts, Discharge of contracts, Implied contracts | Group Discussion | Test – Free Consent of Parties |
|  |  | Marketing Concepts and Decisions  M.Com 3rd Semester | Unit 2 – marketing environment and their impact on marketing decisions, buyer behaviour, market segmentation, positioning and targeting. Consumer decision making process | Role Play | Test – Consumer Behaviour |
|  |  | Fundamentals of Marketing  M.Com 3rd Semester | Unit 1 – marketing environment, corporate orientation towards market place.  Unit 2 – analysing consumer markets, buyer behaviour, market segmentation, positioning and targeting. Product differentiation. | Role Play | Test – Consumer Behaviour |

**Name of College:** G.V.M Girls College, Sonepat **Academic Session:** 2017-18 **Semester:** Odd **For the month of** SEPT, 2017

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| ***S.No.*** | ***Name of Assistant Professor*** | ***Subject*** | ***Topics / Chapters to be covered*** | ***Academic activity to be organized*** | ***Topic of Assignments/Tests to be given to the students*** |
| 1. | Ms. Ruchika Vermani | Principles of Marketing  B.Com (Hons) 3rd Semester | Unit 3 – Pricing – Meaning, Importance, Role, Objectives, policies, factors affecting pricing, procedure for price determination, pricing methods, new product pricing policies and strategies. | Group Discusions | Test – Pricing |
|  |  | Business Law I  B.Com (Hons) 1st Semester | Unit 3 – Consequences of Breach of Contract, Contracts of Indemnity and Guarantee, Bailment and Pledge | Presentations | Test – Performance of Contracts |
|  |  | Marketing Concepts and Decisions  M.Com 3rd Semester | Unit 3 – product decision, classifications, Product mix and Product line decisions, Branding decisions, Pricing strategies, product life cycle, New product development process  Unit 4 - Managing marketing channels, Wholesaling and Retailing. | Presentations | Test – Product Life Cycle |
|  |  | Fundamentals of Marketing  M.Com 3rd Semester | Unit 2 – Marketing strategies in different Stages of Product life cycle.  Unit 3 – New product development process, Product mix and Product line decisions, Branding decisions, Pricing strategies, Managing marketing channels, Wholesaling and Retailing. | Presentations | Test – Product Life Cycle |

**Name of College:** G.V.M Girls College, Sonepat **Academic Session:** 2017-18 **Semester:** Odd **For the month of** OCT, 2017

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| ***S.No.*** | ***Name of Assistant Professor*** | ***Subject*** | ***Topics / Chapters to be covered*** | ***Academic activity to be organized*** | ***Topic of Assignments/Tests to be given to the students*** |
| 1. | Ms. Ruchika Vermani | Principles of Marketing  B.Com (Hons) 3rd Semester | Unit 3 – Distribution – Concept, Role, Types, functions, factors affecting choice of a distribution channel, Policies and strategies, Role of middlemen.  Unit 4 – Promotion Mix- Meaning, Importance, Methods, Factors. Sales Promotion – Meaning, Methods, and Importance. | Role Play | Test – Distribution Channel |
|  |  | Business Law I  B.Com (Hons) 1st Semester | Unit 3 – Contracts of Agency, Consumer protection Act,  Unit 4 - Sales of Goods Act 1930 – Introduction, Contact of Sale | Group Discussion | Test – Bailment and Pledge |
|  |  | Marketing Concepts and Decisions  M.Com 3rd Semester | Unit 4 – Promotion mix, Advertising, Personal selling, Sales promotion, Publicity and Public relations, Sales promotion – its Tools and techniques. | Presentations | Test - Advertising |
|  |  | Fundamentals of Marketing  M.Com 3rd Semester | Unit 4 – Advertising and Sales Promotion, Publicity and Public Relations, Personal Selling, Evaluation and control of marketing efforts. | Presentations | Test - Advertising |

**Name of College:** G.V.M Girls College, Sonepat **Academic Session:** 2017-18 **Semester:** Odd **For the month of** NOV, 2017

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| ***S.No.*** | ***Name of Assistant Professor*** | ***Subject*** | ***Topics / Chapters to be covered*** | ***Academic activity to be organized*** | ***Topic of Assignments/Tests to be given to the students*** |
| 1. | Ms. Ruchika Vermani | Principles of Marketing  B.Com (Hons) 3rd Semester | Unit 4 – Advertising and Personal Selling  Meaning, Nature, Functions, Objectives, Advantages and Disadvantages  Sessional Examinations (2nd and 3rd Unit) | Presentations | Test – Sales Promotion |
|  |  | Business Law I  B.Com (Hons) 1st Semester | Unit 4 – Conditions and Warranties, Transfer of Property, Performance of Contract – Delivery and Payment, Unpaid Seller, Suits for Breach of Contract  Sessional Examination (2nd and 3rd Unit) | Presentations | Test – Consumer Protection Act |
|  |  | Marketing Concepts and Decisions  M.Com 3rd Semester | Unit 4 - Promotion decisions, Communication process, determing advertising budget, copy designing and its testing, media selection, advertising effectiveness. | Group Discussion | Test – Sales Promotion |
|  |  | Fundamentals of Marketing  M.Com 3rd Semester | Unit 4 – Web marketing and Green marketing  Sessional Examinations (2nd and 3rd unit) | Group Discussion | Test – Sales Promotion |

**Name of College:** G.V.M Girls College, Sonepat **Academic Session:** 2017-18 **Semester:** Odd **For the month of** DEC, 2017

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| ***S.No.*** | ***Name of Assistant Professor*** | ***Subject*** | ***Topics / Chapters to be covered*** | ***Academic activity to be organized*** | ***Topic of Assignments/Tests to be given to the students*** |
| 1. | Ms. Ruchika Vermani | Principles of Marketing  B.Com (Hons) 3rd Semester | University Examinations | -------------- | -------------- |
|  |  | Business Law I  B.Com (Hons) 1st Semester | University Examinations | -------------- | -------------- |
|  |  | Marketing Concepts and Decisions  M.Com 3rd Semester | University Examinations | -------------- | -------------- |
|  |  | Fundamentals of Marketing  M.Com 3rd Semester | University Examinations | -------------- | -------------- |

**SUMMARY OF LESSON PLANS OF COLLEGE FACULTY**

**Name of College: GVM Girls College Academic Session: 2017-18 Semester: Odd For the month of July 2017**

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| ***S.***  ***No.*** | ***Name of Assistant/Associate Professor*** | ***Subject*** | ***Topics/Chapters to be covered*** | ***Academic activity to be organized*** | ***Topic of Assignment/Tests to be given to the students*** |
| 1. | Ms. Vandana Sachdeva | Corporate Accounts B.Com (H)- II B | Issue of Shares and forfeiture of shares |  | Issue of shares |
|  |  | Financial Management B.Com (H)- III A | Nature and scope of Financial Management | Presentation from students. | Objectives and Functions of Financial Management. |
|  |  | Investment Analysis B.Com (H)- III B | Investment-Nature, Process and Concept. Speculation and Gambling. | Presentation. | Investment Concept Test |
|  |  | Business Environment M.Com (P)- A | Theoretical Framework of Business Environment, Govt. & Business. |  | Theoretical framework of Business Environment. |
| **For the month of August 2017** | | | | | |
| 1. | Ms. Vandana Sachdeva | Corporate Accounts B.Com (H) II B | Redemption of Preference Shares, Issue of Debentures, Redemption of Debentures. |  | Redemption of Debentures |
|  |  | Financial Management B.Com (H) III A | Financial Planning, Capitalization, Cost of Capital | Group Discussion | Cost of Capital |
|  |  | Investment Analysis B.com (H) III B | Risk and Return, Identification of Investment opportunities |  | Measurement of Risk and Return |
|  |  | Business Environment M.Com (P) A | Foreign Investment Policy, FEMA, Dualism and problem of uneven distribution of income, Emerging rural sector in India | Presentation from Students | FEMA |
| **For the Month of September 2017** | | | | | |
| 1. | Ms. Vandana Sachdeva | Corporate Accounts B.Com (H) II B | Valuation of Goodwill, Valuation of Shares |  | Valuation of Shares |
|  |  | Financial Management B.Com (H) III A | Leverage analysis, EBIT- EPS analysis, Management of working capital | G.D | Working Capital Management |
|  |  | Investment Analysis B.com (H) III B | Efficient Market Theory, Technical analysis |  | Technical Analysis |
|  |  | Business Environment M.Com (P) A | Social Responsibility of Business, Consumerism and Consumer Protection Act, Economic System, Economic Planning, Economic Reforms in India | G.D | Consumer Protection Act |
| **For the Month of October 2017** | | | | | |
| 1. | Ms. Vandana Sachdeva | Corporate Accounts B.Com (H) II B | Profit/Loss prior to and after incorporation, Final A/Cs of companies |  | Final A/Cs of companies |
|  |  | Financial Management B.Com (H) III A | Capital Structure, Dividend Policy, Cash Management and Marketable Securities |  | Dividend Policies theories |
|  |  | Investment Analysis B.com (H) III B | Fundamental Analysis, Derivatives |  | Derivatives |
|  |  | Business Environment M.Com (P) A | Industrial Policy, The industries (Development and Regulation Act) 1951, Competition Policy, Small Scale Industries, Industrial Sickness, Public Sector, MNCs |  | MNCs |
| **For the Month of November 2017** | | | | | |
| 1. | Ms. Vandana Sachdeva | Corporate Accounts B.Com (H) II B | Holding Companies | Preparing Questionnaire | Conducting Sessional |
|  |  | Financial Management B.Com (H) III A | Management of Receivables, Inventory Management | Preparing Questionnaire | Conducting Sessional |
|  |  | Investment Analysis B.com (H) III B | Stock Exchange | Preparing Questionnaire | Conducting Sessional |
|  |  | Business Environment M.Com (P) A | World Bank, IMF, Exim Policy, WTO | Preparing Questionnaire | Conducting Sessional |

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| **For the month of December** | | | | | |
| 1. | Ms. Vandana Sachdeva | Corporate Accounts B.Com (H) II B | University Examination |  |  |
| 2. |  | Financial Management B.Com (H) III A | University Examination |  |  |
| 3. |  | Investment Analysis B.com (H) III B | University Examination |  |  |
| 4. |  | Business Environment M.Com (P) A | University Examination |  |  |

**SUMMARY OF LESSON PLANS OF COLLEGE FACULTY**

Name of the College: **G.V.M Girls College, Sonipat** Academic session: **2017-18** Semester: **Odd** For the month of **July 2017**

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| ***S. No.*** | ***Name of assistant professor*** | ***Subject*** | ***Topics/chapters to be covered*** | ***Academic activity to be organised*** | ***Topic of assignment/test to be given to the students*** |
| 1 | Ms.  Mahima | Cost accounting  **B.com (hons.) sem 3rd** (section A)  And  (Section B) | Cost accounting: meaning, features, scope, principles, functions, types and techniques of costing, difference between cost accounting system and financial accounting system. Concept of cost : elements, material cost, labour cost, expenses difference between direct and indirect expenses.  Material cost accounting, bin card, difference between bin card and store ledger, pricing of material issued | Group discussion | Test of principles of cost accounting  Test of elements of cost and pricing of material issued. |
|  |  | Business communication  **B.com (Hons.) 1st Sem** (section A)  And  Section B | Essentials of business communication : introduction, basic pattern of business message, writing process | Group discussion | Test of the topic Essentials of business communication |

Name of the College: **G.V.M Girls College, Sonipat** Academic session: **2017-18** Semester: **Odd** For the month of **August 2017**

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| ***S. No.*** | ***Name of assistant professor*** | ***Subject*** | ***Topics to be covered/chapters to be covered*** | ***Academic activity to be organised*** | ***Topic of test to be given*** |
| 1 | Ms. Mahima | Cost accounting  **B.com (hons.) sem 3rd** (section A)  And  (Section B) | Inventory cost control : techniques, meaning, objective, requirement relevant cost  Method of inventory control : E.O.Q,ABC analysis.  Labour cost : composition, procedure, labour turnover : cost, effect, measurement, idle time,  Incentive wage plan, method of wage payment : halsey premium plan, halsey weir scheme, rowan premium plan | Doubt session | Test of the topic technique of cost control and incentive wage plan |
| 2 | Ms. Mahima | Business communication  **B.com (Hons.) 1st Sem** (section A)  And  Section B | Directness and indirectness in news and messages of all type, sales message, persuasion. writing a project report : basics | Class conference | Test of the topic sales message and persuasion |

Name of the College: **G.V.M Girls College, Sonipat** Academic session: **2017-18** Semester: **Odd** For the month of **September 2017**

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| ***S. No.*** | ***Name of assistant professor*** | ***subject*** | ***Topics to be covered/chapters to be covered*** | ***Academic activity to be organised*** | ***Topic of test to be given*** |
| 1 | Ms. Mahima | Cost accounting  **B.com (hons.) sem 3rd** (section A)  And  (Section B) | Overhead accounting , classification, treatment of different overhead items, overhead :allocation, apportionment, absorption. Primary distribution of factory overhead, secondary distribution of overhead, method of absorption of overhead.  Unit costing: meaning, objectives, elements, methods, difference b/w cost account and cost sheet. Types of cost sheet, production account.  Unit costing 2: calculation of tender price,  Operating costing. | Doubt session | Test of unit and output costing and operating costing |
| 2 | Ms. Mahima | Business communication  **B.com (Hons.) 1st Sem** (section A)  And  Section B | Writing report on field work visit to industry/business concerns etc.  Business negotiation | Class conference | Test of business negotiation |

Name of the College: **G.V.M Girls College, Sonipat** Academic session: **2017-18** Semester: **Odd** For the month of **October 2017**

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| ***S. No.*** | ***Name of assistant professor*** | ***subject*** | ***Topics to be covered/chapters to be covered*** | ***Academic activity to be organized*** | ***Topic of test to be given*** |
| 1 | Ms. Mahima | Cost accounting  **B.com (hons.) sem 3rd** (section A)  And  (Section B) | Reconciliation of cost and final accounts, meaning, causes, objective, methods,  Contract costing: meaning, features, preparation of contract account. Work in progress account.. | Doubt session | Test of contract account and reconciliation |
| 2 | Ms. Mahima | Business communication  **B.com (Hons.) 1st Sem** (section A)  And  Section B | E-correspondence | Class conference | Test of the topic E-correspondence |

Name of the College: **G.V.M Girls College, Sonipat** Academic session: **2017-18** Semester: **Odd** For the month of **November 2017**

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| ***S. No.*** | ***Name of assistant professor*** | ***subject*** | ***Topics to be covered/chapters to be covered*** | ***Academic activity to be organised*** | ***Topic of test to be given*** |
| 1 | Ms. Mahima | Cost accounting  **B.com (hons.) sem 3rd** (section A)  And  (Section B) | PROCESS COSTING: Meaning, advantages, problems  Treatment of normal wastage, abnormal wastage and abnormal gain. Joint and by product.  Inter process profit. | Doubt session | Sessional exams |
| 2 | Ms. Mahima | Business communication  **B.com (Hons.) 1st Sem** (section A)  And  Section B | Spoken English for business communication. Presentation of plan, objectives, speech: preparation, mode of delivery of presentation, addressing the audience, oral talking, strategies to overcome barrier in address, speech | Class conference | Sessional exams |

Name of the College: **G.V.M Girls College, Sonipat** Academic session: **2017-18** Semester: **Odd** For the month of **December 2017**

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| ***S. No.*** | ***Name of assistant professor*** | ***subject*** | ***Topics to be covered/chapters to be covered*** | ***Academic activity to be organised*** | ***Topic of test to be given*** |
| 1 | Ms. Mahima | Cost accounting  **B.com (hons.) sem 3rd** (section A)  And  (Section B) | University examination | \_ | University examination |
| 2 | Ms. Mahima | Business communication  **B.com (Hons.) 1st Sem** (section A)  And  Section B | University examination | \_ | University examination |

**SUMMARY OF LESSION PLAN OF COLLEGE FACULTY**

Name of college: G.V.M Girls College Academic session:2017-18 Semester : odd For the month of July 2017

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| ***S.NO.*** | ***Name of assistant professor*** | ***Subject*** | ***Topics to be covered*** | ***Academic activity to be organised*** | ***Topic of assignment/tests to be given to the students*** |
| 1 | Ms. Meena Kalra | An introduction to statistics B.Com(Hons.) Ist sem(Sec-B) | Statistics: meaning, need & objectives .collection of data- types, methods, classification & tabulation of data. Graphic diagrammatic presentation | Group discussion | Methods of collection of data |
|  |  | Company law-1  B.Com(Hons.)3rd sem(Sec-A) | Company-meaning, features, types of company, advantages & disadvantages of incorporation, lifting the corporate veil. | Group discussion | Lifting the corporate veil |
|  |  | Entrepreneurship & small scale business  B.Com(Hons.)5th  Sem (Sec-A) | Entrepreneur-entrepreneurship-entreprise: conceptual issues, entrepreneurship vs. mgt., functions of entrepreneur, small business as a seed bed of entrepreneurship, entrepreneurial competencies, entrepreneurial motivation | Group discussion | Entrepreneur-entrepreneurship-entreprise: conceptual issue |
|  |  | Entrepreneurship & small scale business  B.Com(Hons.)5th sem(Sec-B) | Entrepreneur-entrepreneurship-entreprise: conceptual issues, entrepreneurship vs. mgt., functions of entrepreneur, small business as a seed bed of entrepreneurship, entrepreneurial competencies, entrepreneurial motivation | Group discussion | Entrepreneur-entrepreneurship-entreprise: conceptual issue |

Name of college:G.V.M Girls College Academic session:2017-18 Semester : odd For the month of sep. 2017

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| ***S.NO.*** | ***Name of assistant professor*** | ***Subject*** | ***Topics to be covered*** | ***Academic activity to be organised*** | ***Topic of assignment/tests to be given to the students*** |
| 1 | Ms. Meena kalra | An introduction to statistics B.Com(Hons.) Ist sem(Sec-B) | Moments, skewness & kurtosis (with Sheppard corrections), index numbers | Group discussion | Index numbers |
|  |  | Company law-1  B.Com(Hons.)3rd sem(Sec-A) | Memorandum of association: meaning, importance, clauses of memorandum of association & their alteration; doctrine of ultra vires  Articles of association: meaning, contents , alteration of article of association; constructive notice & doctrine of indoor management | Group discussion | Memorandum of association |
|  |  | Entrepreneurship & small scale business  B.Com(Hons.)5  Sem (Sec-A) | Managerial roles & function of small business designing & redesigning business process, location, layout, operations planning & control, productivity & environment. managing business growth. the pros & cons of alternative growth options: internal expansion, acquisition&mergers, integration & diversification. crisis in business growth. | Group discussion | Managerial roles & functions of small business |
| 4 | Meena kalra | Entrepreneurship & small scale business  B.Com(Hons.)5th  Sem(Sec-B) | Managerial roles & function of small business designing & redesigning of business process, location, layout, operations planning & control, productivity & environment. managing business growth. the pros & cons of alternative growth options: internal expansion, acquisition & mergers, integration & diversification. crisis in business growth. | Group discussion | Managerial roles & functions of small business |

Name of college: G.V.M Girls College Academic session:2017-18 Semester : odd For the month of Aug 2017

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| ***S.NO.*** | ***Name of assistant professor*** | ***Subject*** | ***Topics to be covered*** | ***Academic activity to be organised*** | ***Topic of assignment/tests to be given to the students*** |
| 1 | Ms. Meena kalra | An introduction to statistics B.Com(Hons.) Ist sem(Sec-B) | Measurement of central tendency & variation- mathematical & fractional averages. measures of asolute & relative variations | Group discussion | Measurement of central tendency |
|  |  | Company law-1  B.Com(Hons.)3rd sem(Sec-A) | Formation of company: promotion, function, importance, right ,duties, liabilities & legal status of promoters, incorporation & commencement of business  Prospectus: definition, contents, misleading prospects & its consequences. | Group discussion | Formation of company |
|  |  | Entrepreneurship & small scale business  B.Com(Hons.)5th  Sem (Sec-A) | Opportunity scouting & idea generation: role of creativity, innovation & business research. sources of business ideas. entrepreneurial opportunity in contemporary business environment, process of setting up a small business | Group discussion | Entrepreneurial opportunity in contemporary business environment |
|  |  | Entrepreneurship & small scale business  B.Com(Hons.)5th  Sem(Sec-B) | Opportunity scouting & idea generation: role of creativity, innovation & business research. sources of business ideas. entrepreneurial opportunity in contemporary business environment, process of setting up a small business | Group discussion | Entrepreneurial opportunity in contemporary business environment |

Name of college: G.V.M Girls College Academic session:2017-18 Semester : odd For the month of Oct. 2017

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| ***S.NO.*** | ***Name of assistant professor*** | ***Subject*** | ***Topics to be covered*** | ***Academic activity to be organised*** | ***Topic of assignment/tests to be given to the students*** |
| 1. | Ms. Meena kalra | An introduction to statistics B.Com(Hons.) Ist sem(Sec-B) | Probability and expected value: meaning & school of thoughts, importance of the concept of probability; calculation of probability. Probability theorems: addition, multiplication. | Group discussion | Probability theorems: addition & multiplication. |
|  |  | Company law-1  B.Com(Hons.)3rd sem(Sec-A) | Borrowing powers | Group discussion | Borrowing powers |
|  |  | Entrepreneurship & small scale business  B.Com(Hons.)5th  Sem (Sec-A) | Issues in small business marketing. The concept & application of PLC, advertising & publicity, sales & distribution mgt. The idea of consortium marketing, Competitive bidding, negotiating with principal customers | Group discussion | The concept of product life cycle |
|  |  | Entrepreneurship & small scale business  B.Com(Hons.)5th  Sem(Sec-B) | Issues in small business marketing. The concept & application of PLC, advertising & publicity, sales & distribution mgt. The idea of consortium marketing, Competitive bidding, negotiating with principal customers | Group discussion | The concept of product life cycle |

Name of college: G.V.M Girls College Academic session:2017-18 Semester : odd For the month of Nov. 2017

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| ***S.NO.*** | ***Name of assistant professor*** | ***Subject*** | ***Topics to be covered*** | ***Academic activity to be organised*** | ***Topic of assignment/tests to be given to the students*** |
| 1 | Ms. Meena kalra | An introduction to statistics B.Com(Hons.) Ist sem (Sec-B) | Bayes theorem, mathematical expectations. numerical of probability | Group discussion | Bayes theorem |
|  |  | Company law-1  B.Com(Hons.)3rd sem(Sec-A) | Debentures and Charges | Group discussion | Debentures |
|  |  | Entrepreneurship & small scale business  B.Com(Hons.)5th  Sem (Sec-A) | Product & procurement reservation, marketing assistance, subsidies &monetary incentives, financial &non financial institutions in support of small scale industries | Group discussion | Institutional support |
|  |  | Entrepreneurship & small scale business  B.Com(Hons.)5th  Sem(Sec-B) | Product & procurement reservation, marketing assistance, subsidies &monetary incentives, financial &non financial institutions in support of small scale industries | Group discussion | Institutional support |

Name of college: G.V.M Girls College Academic session:2017-18 Semester : odd For the month of Dec. 2017

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| ***S.NO.*** | ***Name of assistant professor*** | ***Subject*** | ***Topics to be covered*** | ***Academic activity to be organised*** | ***Topic of assignment/tests to be given to the students*** |
| 1 | Ms. Meena Kalra | An introduction to statistics B.Com(Hons.) Ist sem(Sec-B) | University Examination | Group discussion |  |
|  |  | Company law-1  B.Com(Hons.)3rd sem(Sec-A) | University Examination | Group discussion |  |
|  |  | Entrepreneurship & small scale business  B.Com(Hons.)5th  Sem (Sec-A) | University Examination | Group discussion |  |
|  |  | Entrepreneurship & small scale business  B.Com(Hons.)5th  Sem(Sec-B) | University Examination | Group discussion |  |

**SUMMARY OF LESSON PLANS OF COLLEGE FACULTY**

Name of the College: **G.V.M girls College, Sonipat** Academic session: **2017-18** Semester: **Odd** For the month of **July 2017**

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| ***S. No.*** | ***Name of assistant professor*** | ***Subject*** | ***Topics/chapters to be covered*** | ***Academic activity to be organised*** | ***Topic of assignment/test to be given to the students*** |
| 1 | Ms.  Mahima | Cost accounting  B.com (hons.) sem 3rd (section A)  And  (Section B) | Cost accounting: meaning, features, scope, principles, functions, types and techniques of costing, difference between cost accounting system and financial accounting system. Concept of cost : elements, material cost, labour cost, expenses difference between direct and indirect expenses.  Material cost accounting, bin card, difference between bin card and store ledger, pricing of material issued | Group discussion | Test of principles of cost accounting  Test of elements of cost and pricing of material issued. |
|  |  | Business communication  B.com (Hons.) 1st Sem (section A)  And  Section B | Essentials of business communication : introduction, basic pattern of business message, writing process | Group discussion | Test of the topic Essentials of business communication |

Name of the College: **G.V.M girls College, Sonipat** Academic session: **2017-18** Semester: **Odd** For the month of **August 2017**

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| ***S. No.*** | ***Name of assistant professor*** | ***Subject*** | ***Topics to be covered/chapters to be covered*** | ***Academic activity to be organised*** | ***Topic of test to be given*** |
| 1 | Ms. Mahima | Cost accounting  B.com (hons.) sem 3rd (section A)  And  (Section B) | Inventory cost control : techniques, meaning, objective, requirement relevant cost  Method of inventory control : E.O.Q,ABC analysis.  Labour cost : composition, procedure, labour turnover : cost, effect, measurement, idle time,  Incentive wage plan, method of wage payment : halsey premium plan, halsey weir scheme, rowan premium plan | Doubt session | Test of the topic technique of cost control and incentive wage plan |
|  |  | Business communication  B.com (Hons.) 1st Sem (section A)  And  Section B | Directness and indirectness in news and messages of all type, sales message, persuasion. writing a project report : basics | Class conference | Test of the topic sales message and persuasion |

Name of the College: **G.V.M girls College, Sonipat** Academic session: **2017-18** Semester: **Odd** For the month of **September 2017**

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| ***S. No.*** | ***Name of assistant professor*** | ***subject*** | ***Topics to be covered/chapters to be covered*** | ***Academic activity to be organised*** | ***Topic of test to be given*** |
| 1 | Ms. Mahima | Cost accounting  B.com (hons.) sem 3rd (section A)  And  (Section B) | Overhead accounting , classification, treatment of different overhead items, overhead :allocation, apportionment, absorption. Primary distribution of factory overhead, secondary distribution of overhead, method of absorption of overhead.  Unit costing: meaning, objectives, elements, methods, difference b/w cost account and cost sheet. Types of cost sheet, production account.  Unit costing 2: calculation of tender price,  Operating costing. | Doubt session | Test of unit and output costing and operating costing |
|  |  | Business communication  B.com (Hons.) 1st Sem (section A)  And  Section B | Writing report on field work visit to industry/business concerns etc.  Business negotiation | Class conference | Test of business negotiation |

Name of the College: **G.V.M girls College, Sonipat** Academic session: **2017-18** Semester: **Odd** For the month of **October 2017**

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| ***S. No.*** | ***Name of assistant professor*** | ***subject*** | ***Topics to be covered/chapters to be covered*** | ***Academic activity to be organized*** | ***Topic of test to be given*** |
| 1 | Ms. Mahima | Cost accounting  B.com (hons.) sem 3rd (section A)  And  (Section B) | Reconciliation of cost and final accounts, meaning, causes, objective, methods,  Contract costing: meaning, features, preparation of contract account. Work in progress account.. | Doubt session | Test of contract account and reconciliation |
|  |  | Business communication  B.com (Hons.) 1st Sem (section A)  And  Section B | E-correspondence | Class conference | Test of the topic E-correspondence |

Name of the College: **G.V.M girls College, Sonipat** Academic session: **2017-18** Semester: **Odd** For the month of **November 2017**

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| ***S. No.*** | ***Name of assistant professor*** | ***subject*** | ***Topics to be covered/chapters to be covered*** | ***Academic activity to be organised*** | ***Topic of test to be given*** |
| 1 | Ms. Mahima | Cost accounting  **B.com (hons.) sem 3rd** (section A)  And  (Section B | PROCESS COSTING: Meaning, advantages, problems  Treatment of normal wastage, abnormal wastage and abnormal gain. Joint and by product.  Inter process profit. | Doubt session | Sessional exams |
|  |  | Business communication  **B.com (Hons.) 1st Sem** (section A)  And  Section B | Spoken English for business communication. Presentation of plan, objectives, speech: preparation, mode of delivery of presentation, addressing the audience, oral talking, strategies to overcome barrier in address, speech | Class conference | Sessional exams |

Name of the College: **G.V.M girls College, Sonipat** Academic session: **2017-18** Semester: **Odd** For the month of **December 2017**

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| S. No. | Name of assistant professor | subject | Topics to be covered/chapters to be covered | Academic activity to be organised | Topic of test to be given |
| 1 | Ms. Mahima | Cost accounting  B.com (hons.) sem 3rd (section A)  And  (Section B) | University examination | \_ | University examination |
|  |  | Business communication  B.com (Hons.) 1st Sem (section A)  And  Section B | University examination | \_ | University examination |

**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** July,2017

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| ***S.No.*** | ***Name of Assistant/Associate Professor*** | ***Subject*** | ***Topics/Chapters to be covered*** | ***Acadmic activity to be organized*** | ***Topic of Assignments/Tests to be given to the students*** |
| 1 | Kirti Satija | Investment Analysis B.Com (H) 3rd year (A) | Meaning of Investment Nature, Process, Meaning of speculation, Gambling Identification of investment opportunities. | Economic News Discussion | Investment:- Meaning nature and Process |
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|  |  | Business organisation B.Com (H) 1st year (A) | Foundation of Indian Business specturm of Business Activities: MNC's | Economic News Discussion | MNC's |
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|
|  |  | Principles of Marketing B.Com (H) 2nd year (A) | Marketing: Meaning, Nature, Scope, Importance Objectives: Marketing Vs Selling, Concept: Traditional and modern | Economic News Discussion | Marketing: Meaning, Nature, Scope, Importance, Concept |
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|  |  | Financial management B.Com (H) 3rd year (A) | Financial management: Meaning, Nature, Functions, Objectives, Importance, Functions | Economic News Discussion | Financial Management: Meaning, Nature and Importance |
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**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** August,2017

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| ***S.No.*** | ***Name of Assistant/Associate Professor*** | ***Subject*** | ***Topics/Chapters to be covered*** | ***Acadmic activity to be organized*** | ***Topic of Assignments/Tests to be given to the students*** |
| 1 | Kirti Satija | Investment Analysis B.Com (H) 3rd year (A) | Investment Risk and Return: Concept and measurement Efficient Market Theory | Economic News Discussion | Efficient Market Theory |
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|  |  | Business organisation B.Com (H) 1st year (A) | Globalisation, Privatisation and fiberlisation Network Marketing Franchising | Economic News Discussion | Globalisation, Privatisation and fiberlisatio |
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|  |  | Principles of Marketing B.Com (H) 2nd year (A) | Consumer Behaviour: Meaning, Nature, Scope, Factors, determents, Market segmentation | Economic News Discussion | Consumer Behaviour |
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|  |  | Financial management B.Com (H) 3rd year (A) | Financial planning: Over Capitalisation and Under Capitalisation | Economic News Discussion | Capitalisation |
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**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** September,2017

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| ***S.No.*** | ***Name of Assistant/Associate Professor*** | ***Subject*** | ***Topics/Chapters to be covered*** | ***Acadmic activity to be organized*** | ***Topic of Assignments/Tests to be given to the students*** |
| 1 | Kirti Satija | Investment Analysis B.Com (H) 3rd year (A) | Technical analysis: Dow theory, charts of patterns | Economic News Discussion | Dow Theory |
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|  |  | Business organisation B.Com (H) 1st year (A) | Business process outsourcing, E commerce, Process of setting up a Business Enterprise | Economic News Discussion | E commerce and M commerce |
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|  |  | Principles of Marketing B.Com (H) 2nd year (A) | Product: Product development, Process: Product life cycle, Branding, Packaging, Labelling | Economic News Discussion | Stages in Product Development |
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|  |  | Financial management B.Com (H) 3rd year (A) | EBIT- EPS Analysis, Cost of capital: LEVERAGE | Economic News Discussion | Cost of capital |
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**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** October,2017

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| ***S.No.*** | ***Name of Assistant/Associate Professor*** | ***Subject*** | ***Topics/Chapters to be covered*** | ***Acadmic activity to be organized*** | ***Topic of Assignments/Tests to be given to the students*** |
| 1 | Kirti Satija | Investment Analysis B.Com (H) 3rd year (A) | Efficient Market Theory: Fundamental Analysis Economy: Industry and company analysis | Economic News Discussion | Efficient Market Theory |
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|  |  | Business organisation B.Com (H) 1st year (A) | Choice of suitable form of Business ownership: Business size and location Decision: Plant layout, Productivity, Quality, Logistics | Economic News Discussion | Plant layout and its pattern |
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|  |  | Principles of Marketing B.Com (H) 2nd year (A) | Pricing decisions: distribution channels: Physical distribution: Middleman | Economic News Discussion | Pricing Decision |
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|  |  | Financial management B.Com (H) 3rd year (A) | Capital Structure: Dividend Decision | Economic News Discussion | Theories of Dividend |
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**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** November,2017

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| ***S.No.*** | ***Name of Assistant/Associate Professor*** | ***Subject*** | ***Topics/Chapters to be covered*** | ***Acadmic activity to be organized*** | ***Topic of Assignments/Tests to be given to the students*** |
| 1 | Kirti Satija | Investment Analysis B.Com (H) 3rd year (A) | Derivatives stock market | Economic News Discussion | Sessional Exam unit 2nd and 3rd |
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|  |  | Business organisation B.Com (H) 1st year (A) | Human Resource management; Financial management; Marketing management | Economic News Discussion | Sessional Exam unit 2nd and 3rd |
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|  |  | Principles of Marketing B.Com (H) 2nd year (A) | Promotion Mix: Advertising ; Personal selling ; Sales promotion | Economic News Discussion | Sessional Exam unit 2nd and 3rd |
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|  |  | Financial management B.Com (H) 3rd year (A) | Working capital decisions: Cash management; Receivables Management; Inventory Management | Economic News Discussion | Sessional Exam unit 2nd and 3rd |
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**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** December,2017

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| ***S.No.*** | ***Name of Assistant/Associate Professor*** | ***Subject*** | ***Topics/Chapters to be covered*** | ***Acadmic activity to be organized*** | ***Topic of Assignments/Tests to be given to the students*** |
| 1 | Kirti Satija | Investment Analysis B.Com (H) 3rd year (A) | University Examination | ----------------------------- | ----------------------------- |
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|  |  | Business organisation B.Com (H) 1st year (A) | University Examination | ----------------------------- | ----------------------------- |
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|  |  | Principles of Marketing B.Com (H) 2nd year (A) | University Examination | ----------------------------- | ----------------------------- |
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|  |  | Financial management B.Com (H) 3rd year (A) | University Examination | ----------------------------- | ----------------------------- |
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**SUMMARY OF LESSON PLANS OF COLLEGE FACULTY**

**Name of College: GVM Girls College, Sonipat Academic Session:** 2017-2018 **Semester: Odd For the month of:** July,2017

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| ***S. No.*** | ***Name of Assistant Professor*** | ***Subject*** | ***Topics/Chapters to be covered*** | ***Academic activity to be organised*** | ***Topic of Assignments/Tests to be given to the students*** |
| **1** | Dr. Anita Rana | An Introduction to Accounting  Bcom(hons) 1st Sem  Section-A | Accounting: meaning, objectives, basic terms, functions, advantages and limitations of accounting, branches of accounting, bases of accounting- cash basis and accrual basis |  |  |
|  |  | An Introduction to Accounting  Bcom(hons) 1st Sem  Section-B | Accounting: meaning, objectives, basic terms, functions, advantages and limitations of accounting, branches of accounting, bases of accounting- cash basis and accrual basis |  |  |
|  |  | Business Environment  Mcom (Previous) -B | Theoretical Framework of Business Environment; Government Business Relationship:- Roles of government in business; Economic Implications of Indian Constitution- Preamble, Directive Principles of State Policy, Fundamental Rights, Centre-state relationship; | Group Discussion |  |
|  |  | Advance cost Accounting  Mcom(Final) | 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. JIT’s effect on costing system. | Group Discussion |  |

**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** August,2017

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| ***S. No.*** | ***Name of Assistant Professor*** | ***Subject*** | ***Topics/Chapters to be covered*** | ***Academic activity to be organised*** | ***Topic of Assignments/Tests to be given to the students*** |
| 1 | Dr. Anita Rana | An Introduction to Accounting  Bcom(hons) 1st Sem  Section-A | Accounting as an information system, users of financial accounting information and their needs; Qualitative characteristics of accounting information. Generally accepted Accounting Principles; Financial accounting standards: concept, benefits, procedure for issuing accounting standards in India. Salient feature of Accounting Standard (AS): I (ICAI). Types of Accounting Standards Accounting Process: Journal, Ledger, Cash Book and other subsidiary books; preparation of trial balance. | Presentation | Test- Accounting Principles and Cash Book |
|  |  | An Introduction to Accounting  Bcom(hons) 1st Sem  Section-B | Accounting as an information system, users of financial accounting information and their needs; Qualitative characteristics of accounting information. Generally accepted Accounting Principles; Financial accounting standards: concept, benefits, procedure for issuing accounting standards in India. Salient feature of Accounting Standard (AS): I (ICAI). Types of Accounting Standards Accounting Process: Journal, Ledger, Cash Book and other subsidiary books; preparation of trial balance. | Presentation | Test- Accounting Principles and Cash Book |
|  |  | Business Environment  Mcom (Previous) -B | Foreign Investment Policy; FEMA. Unit-2 Dualism in Indian Society and problem of uneven distribution of income; Emerging rural sector in India; Social responsibilities of Business; Consumerism in India; Consumer Protection Act. Economic Systems and Business Environment; Economic Planning in India – Types of Economic Plan; Pre-requisites of successful economic planning; Latest Five Year Plan. | Group Discussion | Test-FEMA and Economic Planning |
|  |  | Advance cost Accounting  Mcom(Final) | Material Requirement Planning (MRP-I), aims, methodology, methods of Operations, Requirement for Implementation of MRPI, MRPI and Inventory Management. Zero Inventory system. Unit-2 Manufacturing resource planning (MRP II), Evolution, essential elements. Enterprise resource planning (ERP) | Group Discussion | Test-MRP-1 and MRP-11 |

**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** September,2017

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| ***Sr. No*** | ***Name of Assistant/Associate professor*** | ***Subject*** | ***Topic/chapters to be covered*** | ***Academic activities to be organised*** | ***Topic of assignment /test to be given to the students*** |
| 1 | Dr. Anita Rana | An Introduction to Accounting  Bcom(hons) 1st Sem  Section-A | Capital and revenue expenditures and receipts; Depreciation: nature, causes of depreciation, factors in the measurement of depreciation, accounting concept of depreciation, methods of computing depreciation- straight line method and diminishing balance method, change of method, disposal of depreciable assets. Salient features of Accounting Standard (AS): 6 (ICAI) | Group Discussion | Test-Depreciation |
|  |  | An Introduction to Accounting  Bcom(hons) 1st Sem  Section-B | Capital and revenue expenditures and receipts; Depreciation: nature, causes of depreciation, factors in the measurement of depreciation, accounting concept of depreciation, methods of computing depreciation- straight line method and diminishing balance method, change of method, disposal of depreciable assets. Salient features of Accounting Standard (AS): 6 (ICAI) | Group Discussion | Test-Depreciation |
|  |  | Business Environment  Mcom (Previous) -B | Economic Reforms in India; Industrial Policy – Policies of Pre and Post liberalization era; Industries (Development and Regulation) Act; Competition Policy and Competition Act; Small Scale Industries – Importance, Problems and Policies | Organised exam for NET Preparation | Test-Economic Reforms and Small Scale Industries |
|  |  | Advance cost Accounting  Mcom(Final) | Lean Accounting, Back flush Costing, Conditions for adopting Back flush Costing, different types of back flush Costing, Accounting for Variances, disposition of variances, difficulties in backflush costing, backflush costing in JIT system Process Costing; Work in Progress, Inter process Profits, by Products and Joint Products | Organised exam for NET Preparation | Test-Back Flush Costing And Uniform Costing |

**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** October,2017

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| ***Sr. No*** | ***Name of Assistant/Associate professor*** | ***Subject*** | ***Topic/chapters to be covered*** | ***Academic activities to be organised*** | ***Topic of assignment /test to be given to the students*** |
| 1 | Dr. Anita Rana | An Introduction to Accounting  Bcom(hons) 1st Sem  Section-A | Self and sectional balancing system. Unit-IV: Preparation of financial statements: a) of non-corporate business entities. b) of not-for-profit organizations; | Presentation | Test- NPO and Final Accounts |
|  |  | An Introduction to Accounting  Bcom(hons) 1st Sem  Section-B | Self and sectional balancing system. Unit-IV: Preparation of financial statements: a) of non-corporate business entities. b) of not-for-profit organizations | Presentation | Test- NPO and Final Accounts |
|  |  | Business Environment  Mcom (Previous) -B | Industrial Sickness – problem, magnitude and remedies. Unit-4 Public Sector- Objectives, pattern of growth; Changing role of public sector; Privatization and Disinvestments of public enterprises; Pricing policies in public enterprises. Multinational Corporations and its role; EXIM Policy(Latest) | -\_\_\_\_\_\_\_\_\_\_\_ | Test-MNCs and EXIM Policy |
|  |  | Advance cost Accounting  Mcom(Final) | Cost records, Integral system, preparation of accounts under integral system. Non-integral system, preparation of accounts under non-integral system. Benefits and limitations of integral and non-integral systems. | \_\_\_\_\_\_\_\_\_\_\_\_ | Test- Non Integrated Accounts |

**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** November,2017

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| ***Sr. No*** | ***Name of Assistant/Associate professor*** | ***Subject*** | ***Topic/chapters to be covered*** | ***Academic activities to be organised*** | ***Topic of assignment /test to be given to the students*** |
| 1 | Dr. Anita Rana | An Introduction to Accounting  Bcom(hons) 1st Sem  Section-A | Errors and their Rectification | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Sessional Exams |
|  |  | An Introduction to Accounting  Bcom(hons) 1st Sem  Section-B | Errors and their Rectification | \_\_\_\_\_\_\_\_\_\_\_\_ | Sessional Exams |
|  |  | Business Environment  Mcom (Previous) -B | An overview of International Economic Institutions and their working – WTO, IMF, World Bank. | Presentation | Sessional Exams |
|  |  | Advance cost Accounting  Mcom(Final) | Uniform costing, Concept, Scope of Uniform costing, Need for Uniform Costing, Inter firm comparison, Need for Inter Firm Comparison. Requirements of an Inter firm Comparison scheme, Types of Comparison. | Presentation | Sessional Exams |

**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** December,2017

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| ***Sr. No*** | ***Name of Assistant/Associate professor*** | ***Subject*** | ***Topic/chapters to be covered*** | ***Academic activities to be organised*** | ***Topic of assignment /test to be given to the students*** |
| 1 | Dr. Anita Rana | An Introduction to Accounting  Bcom(hons) 1st Sem  Section-A | University Examination |  |  |
|  |  | An Introduction to Accounting  Bcom(hons) 1st Sem  Section-B | University Examination |  |  |
|  |  | Business Environment  Mcom (Previous) -B | University Examination |  |  |
|  |  | Advance cost Accounting  Mcom(Final) | University Examination |  |  |

**Summary of Lesson plans of college faculty**

Name of college: G.V.M girls college Academic session 2017-18 Semester : odd Month : July 2017

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| ***Sr. No*** | ***Name of Assistant/Associate professor*** | ***Subject*** | ***Topic/chapters to be covered*** | ***Academic activities to be organised*** | ***Topic of assignment /test to be given to the students*** |
| 1 | Ms. Preeti Pruthi | Money & banking | Definition of money, functions & importance of money , role of money in various economic system, evils of money |  |  |
|  |  | Corporate accounting | Issue and forfeitre of share , issue for purchase consideration other than cash, ESOP, book building |  |  |
|  |  | Portfolio Management | Meaning & benefit, rationale Diversification in investment, portfolio risk & Return |  |  |
|  |  | Corporate Law | Meaning & nature of company, kinds and formation of company |  |  |

Name of college: G.V.M girls college Academic session 2017-18 Semester : odd Month : Aug,2017

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| ***Sr. No*** | ***Name of Assistant/Associate professor*** | ***Subject*** | ***Topic/chapters to be covered*** | ***Academic activities to be organised*** | ***Topic of assignment /test to be given to the students*** |
| 1 | Ms. Preeti Pruthi | Money & banking | Classification of money, circular flow of money | Presentation | Classification of money (test) |
|  |  | Corporate accounting | Sweat equity share, pvt placement of share , Right share , numerical, Buy back of share: Meaning, advantages , disadvantages, Redemption of preference share, CRR, | Commerce Quiz | Issue of share& Redemption of share(Test) |
|  |  | Portfolio Management | Risk & return measurement, Strategies asset allocation, Portfolio Selection: Markowitz”s Model(Efficient market frontier), Riskless lending & borrowing | Group discussion | Portfolio risk and return(test) |
|  |  | Corporate Law | MOA, AOA, relationship between Moa &Aoa, Effect of Moa, difference between Moa &Aoa, doctrine of indoor mgt, doctrine of constructive notice, doctrine of ultra virus , prospectus |  | MOA(test) |

Name of college: G.V.M girls college Academic session 2017-18 Semester : odd Month : Sep2017

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| ***Sr. No*** | ***Name of Assistant/Associate professor*** | ***Subject*** | ***Topic/chapters to be covered*** | ***Academic activities to be organised*** | ***Topic of assignment /test to be given to the students*** |
| 1 | Ms. Preeti Pruthi | Money & banking | Quantity theory of money: fisher, Cambridge Keynesian theory  Inflation: types, theories effects and consequences of inflation and their suggestive measures to control inflation | G.K Quiz |  |
|  |  | Corporate accounting | Valuation of goodwill: meaning , factors &methods of goodwill,  Valuation of shares: meaning , need , method, issue & redemption of debenture : types of debenture, methods debeture redemption reserve, writing of loss, discount on issue of share | Group discussion | Redemption of Debenture (test) |
|  |  | Portfolio Management | Sharpe’s single index model: Empirical Analysis& Sharpes’s optimal portfolio, CAPM(including SML&CML): Assumption, Empirical evidence on CAPM(with numerical)& limitation | Presentations | CAPM(test) |
|  |  | Corporate Law | Members and shareholders, modes of acquiring membership, meaning , need and requisites of valid meeting, Meaning of dividend , Appointment & qualification, remunerationof auditors,power, duties and obligation of auditors. |  | Meeting(test) |

Name of college: G.V.M girls college Academic session 2017-18 Semester : odd Month : oct2017

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| Sr. No | Name of Assistant/Associate professor | Subject | Topic/chapters to be covered | Academic activities to be organised | Topic of assignment /test to be given to the students |
| 1 | Ms. Preeti Pruthi | Money & banking | Credit, its definition, types, merits and demerits, credit and economics development, Function of commercial bank& Central bank, process of credit creation and its limitation |  | Commercial bank (test) |
|  |  | Corporate accounting | Profit & loss prior to and subsequent to incorporation , Final account of company AS per schedule V1 |  |  |
|  |  | Portfolio Management | Factor model, Arbitrage pricing theory: performance evaluation: Treynor ratio, sharpe ratio, technique of portfolio revision |  | APT(test) |
|  |  | Corporate Law | Management and Administration of company, corporate governance: meaning and current development in corporate governance |  |  |

Name of college: G.V.M girls college Academic session 2017-18 Semester : odd Month : Nov2017

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| Sr. No | Name of Assistant/Associate professor | Subject | Topic/chapters to be covered | Academic activities to be organised | Topic of assignment /test to be given to the students |
| 1 | Ms. Preeti Pruthi | Money & banking | Control of money suppy,Reserve Bank of India: its function traditional and Developement |  | Sessional Exams |
|  |  | Corporate accounting | Holding company Accounts |  |  |
|  |  | Portfolio Management | Behavioural finance, heuristic biases , frame dependence , strategies of great masters |  |  |
|  |  | Corporate Law | Winding up , inter company loans , investment and borrowings |  |  |

Name of college: G.V.M girls college Academic session 2017-18 Semester : odd Month : Dec2017

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| ***Sr. No*** | ***Name of Assistant/Associate professor*** | ***Subject*** | ***Topic/chapters to be covered*** | ***Academic activities to be organised*** | ***Topic of assignment /test to be given to the students*** |
| 1 | Ms. Preeti Pruthi | Money & banking | University examination | ................ | .............. |
|  |  | Corporate accounting | University examination | ...................... | ................... |
|  |  | Portfolio Management | University examination | ................... | ................... |
|  |  | Corporate Law | University examination | ................... | ...................... |

**SUMMARY OF LESSON PLAN**

Name of college**: GVM Girls College, Sonepat** Academic Session: **2017-2018** Semester: **Odd** For the Month of : **July 2017**

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| ***S. No.*** | ***Name of Assistant Professor/ Associate Professor*** | ***Subject*** | ***Topics/ Chapters to be covered*** | ***Academic Activity to be organized*** | ***Topic of Assignments/ Tests to be given to the students*** |
| 1 | Ms. Kamini Nasa  B Com Hons – 3rd Sem | Company Law. | Company: Meaning & Characteristics, Features of Company, Types of Companies,  Advantages & disadvantages, Lifting of Corporate wheel | Presentation | Test: Types of companies |
|  | B Com Hons – 5th Sem | Contemporary Issues | Balance of Payment  Deficit Financing  Tax Regulations  Economic Growth  Role of Micro Finance  CSR, | Group Discussion | Test: Balance of Payment |
|  | M.com- 1st Sem | Accounting Standards and Financial Reporting | Accounting standards- Meaning, objectives, Benefits, Scope, Accounting Standards issued by ICAI |  |  |
| 4 | M.com 1st Sem | Accounting Standards and Financial Reporting | Accounting Standards- meaning, objectives, |  |  |

**Na**me of college**: Gvm Girls College, Sonepat** Academic Session: **2017-2018** Semester: **Odd** For the Month of: **August 2017**

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| ***S.NO.*** | ***Name of Assistant Professor/ Associate Professor*** | ***Subject*** | ***Topics/ Chapters to be covered*** | ***Academic Activity to be organized*** | ***Topic of Assignments/ Tests to be given to the students*** |
| 1 | Ms. Kamini Nasa  B Com Hons – 3rd Sem | Company Law. | Formation ,Promotion and a Incorporation of a Company- Right , duties, liabilities functions of promoter | Presentation | Test: Formation |
|  | B Com Hons – 5th Sem | Contemporary Issues | E- learning Mobile Communication,  Financial innovation, Global Finanical Crisis | Presentation | Test: Financial Innovation |
|  | M.com- 1st Sem | Accounting Standards and Financial Reporting | Applicability of Accounting Standards, IFRS- Meaning, History, Objectives , Scope, Convergence |  | Test: IFRS |
|  | M.com- 1st Sem | Accounting Standards and Financial Reporting | Applicability of Accounting Standards, IFRS- Meaning, History, Objectives , Scope, Convergence |  | Test: IFRS |

Name of college**: Gvm Girls College, Sonepat**  Academic Session: **2017-2018** Semester: **Odd** For the Month of : **September 2017**

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| ***S.NO*** | ***Name of Assistant Professor/ Associate Professor*** | ***Subject*** | ***Topics/ Chapters to be covered*** | ***Academic Activity to be organized*** | ***Topic of Assignments/ Tests to be given to the students*** |
| 1 | Ms. Kamini Ahuja  B Com Hons – 3rd Sem | Company Law. | Prospectus- Definition, contents, Misleading prospectus and its consequences  Memorandum of Association- Meaning , Importance, clauses and their alterations | Presentation | Test: Memorandum of Association |
|  | B Com Hons – 5th Sem | Contemporary Issues | Recent trends in banking, Rural marketing , Retail challenges in India | Group Discussion | Test: Recent Tends in Banking |
|  | M.com- 1st Sem | Accounting Standards and Financial Reporting | IASB- History, objectives, Scope  FASB,Financial Reporting, - Objective ,concept, Developments |  |  |
|  | M.com- 1st Sem | Accounting Standards and Financial Reporting | IASB- History, objectives, Scope  FASB,Financial Reporting, - Objective ,concept, Developments |  |  |

Name of college**: Gvm Girls College, Sonepat** Academic Session: **2017-2018** Semester: **Odd** For the Month of : **October 2017**

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| ***S.NO*** | ***Name of Assistant Professor/ Associate Professor*** | ***Subject*** | ***Topics/ Chapters to be covered*** | ***Academic Activity to be organized*** | ***Topic of Assignments/ Tests to be given to the students*** |
| 1 | Ms. Kamini Ahuja  B Com Hons –3rd Sem | Company Law. | Articles of Association- Meaning, Contents, Alteration of articles of association, constructive notice and doctrine of indoor mgt | Presentation |  |
|  | B Com Hons – 5th Sem | Contemporary Issues | Marketing through social networking sites, E-Marketing | Group Discussion | Test: E- marketing |
|  | M.com- 1st Sem | Accounting Standards and Financial Reporting | Segment reporting , Interim Reporting, ,Financial reporting by NBFC |  |  |
|  | M.com- 1st Sem | Accounting Standards and Financial Reporting | Segment reporting , Interim Reporting, ,Financial reporting by NBFC |  |  |

Name of college**: Gvm Girls College, Sonepat** Academic Sesssion: **2017-2018** Semester: **Odd** For the Month of : **November 2017**

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| S.NO | Name of Assistant Professor/ Associate Professor | Subject | Topics/ Chapters to be covered | Academic Activity to be organized | Topic of Assignments/ Tests to be given to the students |
| 1 | Ms. Kamini Nasa  B Com Hons – 3rd Sem | Company Law. | Borrowing powers : Debentures and Charge | Presentation |  |
|  | B Com Hons – 5th Sem | Contemporary Issues | Challenges in workforce diversity, Human Resource Accounting, HR Challenges in Technological Change | Group Discussion | Test: Human Resource accounting  Project Report |
|  | M.com-1st Sem | Accounting Standards and Financial Reporting | Human Resource Accounting, Corporate Social Reporting, Environmental Reporting |  |  |
|  | M.com-1st Sem | Accounting Standards and Financial Reporting | Human Resource Accounting, Corporate Social Reporting, Environmental Reporting |  |  |

Name of college**: Gvm Girls College, Sonepat** Academic Session: **2017-2018** Semester: **Odd** For the Month of : **December 2017**

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| S.NO | Name of Assistant Professor/ Associate Professor | Subject | Topics/ Chapters to be covered | Academic Activity to be organized | Topic of Assignments/ Tests to be given to the students |
| 1 | Ms. Kamini Nasa  B Com Hons – 3rd Sem | Company Law. | EXAMS |  |  |
| 2 | B Com Hons – 5th Sem | Contemporary Issues | EXAMS |  |  |
| 3 | M.com-1stSem | Accounting Standards and Financial Reporting | EXAMS |  |  |
| 4 | M.com-1stSem | Accounting Standards and Financial Reporting | EXAMS |  |  |

**SUMMARY OF LESSON PLANS OF COLLEGE FACULTY**

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| ***S. No.*** | ***Name of Assistant Professor*** | ***Subject*** | ***Topics/ Chapters to be covered*** | ***Academic Activity to be organized*** | ***Topic of Assignment/Tests given to the Students*** |
| 1. | Ms. Ashu Gupta | Contemporary Issues in commerce  B.Com (Hons) 5th sem | Balance of Payments, Deficit Financing, Tax regulations and economic growth | Oral Talking | Test: Deficit Financing |
| 2. | Ms. Ashu Gupta | Income Tax  B.Com (Hons) 5th sem | Income tax: Introduction and important definitions, Agricultural Income | Group Discussion | Assignment: Income Tax Introduction |
| 3. | Ms. Ashu Gupta | Statistical Analysis for Business  Mcom 1st sem | Multiple and Partial Correlation, Multiple Regression Analysis | Question -Answering | Test: Multiple Regression |
| 4. | Ms. Ashu Gupta | Corporate Tax  Mcom 3rd sem | Introduction, Computation of income of company | Group Discussion | Assignment: Capital Gains |

**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** July,2017

**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** August,2017

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| ***S. No.*** | ***Name of Assistant Professor*** | ***Subject*** | ***Topics/ Chapters to be covered*** | ***Academic Activity to be organized*** | ***Topic of Assignment/Tests given to the Students*** |
| 1. | Ms. Ashu Gupta | Contemporary Issues in commerce  B.Com (Hons) 5th sem | Role of microfinance in rural development, Corporate Social Responsibility, E-Learning, Mobile Communication | Class Presentation | Assignment: Corporate Social Responsibility |
| 2. | Ms. Ashu Gupta | Income Tax  B.Com (Hons) 5th sem | Residence and Tax Liability, Exemptions from tax ,Income from Salaries | Question-Answering | Test: Residence and Incidence of Tax |
| 3. | Ms. Ashu Gupta | Statistical Analysis for Business  Mcom 1st sem | Probability Distribution: Binomial, Poisson ,Normal | Oral Talking | Assignment: Normal Distribution |
| 4. | Ms. Ashu Gupta | Corporate Tax  Mcom 3rd sem | Deductions from Gross total income, computation of total income | Oral Talking | Test: computation of total income |

**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** September,2017

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| ***S. No.*** | ***Name of Assistant Professor*** | ***Subject*** | ***Topics/ Chapters to be covered*** | ***Academic Activity to be organized*** | ***Topic of Assignment/Tests given to the Students*** |
| 1. | Ms. Ashu Gupta | Contemporary Issues in commerce  B.Com (Hons) 5th sem | Financial Innovations, Global Financial Crisis, Recent Trends in Banking and financial services | Group Discussion | Test: Global Financial Crisis |
| 2. | Ms. Ashu Gupta | Income Tax  B.Com (Hons) 5th sem | Income from house property, profits and gains of business or profession, Determination of Income of business or profession on presumptive basis | Oral Talking | Assignment: House property |
| 3. | Ms. Ashu Gupta | Statistical Analysis for Business  Mcom 1st sem | Large Sample Tests, Small Sample Tests | Questioning -Answering | Assignment: Large sample test |
| 4. | Ms. Ashu Gupta | Corporate Tax  Mcom 3rd sem | Computation of tax on companies, Assessment of insurance companies, | Question Answering | Test: Tax computation(MAT) |

**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** October,2017

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| ***S. No.*** | ***Name of Assistant Professor*** | ***Subject*** | ***Topics/ Chapters to be covered*** | ***Academic Activity to be organized*** | ***Topic of Assignment/Tests given to the Students*** |
| 1. | Ms. Ashu Gupta | Contemporary Issues in commerce  B.Com (Hons) 5th sem | Reshaping Rural Marketing, Modern Retailing Challenges in India, Marketing through Social Networking websites, Evolving E-marketing in India | Question-Answering | Project Report |
| 2. | Ms. Ashu Gupta | Income Tax  B.Com (Hons) 5th sem | Depreciation and investment allowance, Capital Gains, Income from other sources | Practice Questions | Assignment: Income from other Sources |
| 3. | Ms. Ashu Gupta | Statistical Analysis for Business  Mcom 1st sem | Analysis of Variance, Non- Parametric Tests | Class Presentation | Test: Analysis of variance |
| 4. | Ms. Ashu Gupta | Corporate Tax  Mcom 3rd sem | Assessment of Charitable trusts, Assessment of Non- Residents, Advance Rulings | Oral Talking | Assignment : Charitable Trusts |

**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** November,2017

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| ***S.No.*** | ***Name of Assistant Professor*** | ***Subject*** | ***Topics/ Chapters to be covered*** | ***Academic Activity to be organized*** | ***Topic of Assignment/Tests given to the Students*** |
| 1. | Ms. Ashu Gupta | Contemporary Issues in commerce  B.Com (Hons) 5th sem | Challenges in managing workforce diversity, Human Resource Accounting and Audit, HR Challenges in Managing Technological Changes |  | Sessional Exams |
| 2. | Ms. Ashu Gupta | Income Tax  B.Com (Hons) 5th sem | Deemed Incomes and Clubbing of Incomes, Set-off and carry forward of losses, Deductions in computing Total Income |  | Sessional Exams |
| 3. | Ms. Ashu Gupta | Statistical Analysis for Business  Mcom 1st sem | Association of Attributes , Chi-Square Tests |  | Sessional Exams |
| 4. | Ms. Ashu Gupta | Corporate Tax  Mcom 3rd sem | Assessment of cooperative societies, Assessment of Discontinued Business, Double Taxation Relief |  | Sessional Exams |

**Name of College:** G.V.M Girls College **Academic Session:**2017-18 **Semester:** Odd **For the month of:** December,2017

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| ***S.No.*** | ***Name of Assistant Professor*** | ***Subject*** | ***Topics/ Chapters to be covered*** | ***Academic Activity to be organized*** | ***Topic of Assignment/Tests given to the Students*** |
| 1. | Ms. Ashu Gupta | Contemporary Issues in commerce  B.Com (Hons) 5th sem | University Examinations | ------------------ | -------------- |
| 2. | Ms. Ashu Gupta | Income Tax  B.Com (Hons) 5th sem | University Examinations | ----------------- | ------------- |
| 3. | Ms. Ashu Gupta | Statistical Analysis for Business  Mcom 1st sem | University Examinations | ----------------- | ------------- |
| 4. | Ms. Ashu Gupta | Corporate Tax  Mcom 3rd sem | University Examinations | ---------------- | ------------- |