

Name of Asst/Associate Professor : Ms. Komal Kapoor

Class & Section: Bcom(C.A) 4th sem (2 - section)

Subject: Corporate Accounting

	Date	Topics to be covered
Week 1	01.01.2019	Internal Reconstruction: Concept
	02.01.2019	Types of Internal Reconstruction
	03.01.2019	Accounting Procedure of Internal Reconstruction
	04.01.2019	Practical Questions of Internal Reconstruction
	05.01.2019	Practical Questions
	06.01.2019	Sunday
	07.01.2019	Practical Questions
Week 2	08.01.2019	Practical Questions
	09.01.2019	Practical Questions
	10.01.2019	Practical Questions
	11.01.2019	Practical Problems of students
	12.01.2019	Practical Problems of students
	13.01.2019	sunday
	14.01.2019	Introduction of Amalgamation, Absorption & Reconstruction
Week 3	15.01.2019	Important terms of Amalgamation
	16.01.2019	Purchase Consideration Methods
	17.01.2019	Accounting Treatment in the Books of Transferor Company
	18.01.2019	Accounting Treatment in the Books of Transferee Company
	19.01.2019	Practical Questions of Amalgamation
	20.01.2019	Sunday
	21.01.2019	Practical Questions of Amalgamation
Week 4	22.01.2019	Practical Questions of Amalgamation
	23.01.2019	Practical Questions of Amalgamation
	24.01.2019	Practical Questions of Amalgamation
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Assignment What is Purchase Consideration As per As-14? Explain the methods of Purchase Consideration.
Week 5	29.01.2019	Practical Questions of Amalgamation

	30.01.2019	Problems of Fraction Shares
	31.01.2019	Practical Questions of Fraction Shares
	01.02.2019	Practical Questions of Fraction Shares
	02.02.2019	Practical problems of Students
	03.02.2019	Sunday
	04.02.2019	Practical problems of students
Week 6	05.02.2019	Liquidation: Meaning and Methods
	06.02.2019	Order of Payments in Liquidation
	07.02.2019	Practical Questions of Liquidator's Final Statement of Accounts
	08.02.2019	Liquidator's Remuneration to Equity Shareholders -Practicals
	09.02.2019	Distribution Of Surplus-Practicals
	10.02.2019	Sunday
Week 7	11.02.2019	Calls In Arrears- Practical
	12.02.2019	Removing of Disparity among Shareholders
	13.02.2019	Calls on Equity Shares- Practical
	14.02.2019	Practical Questions
	15.02.2019	When different categories of Equity Shares have Different Nominal Values - Practical
	16.02.2019	Receiver for Debenture Holders- Practical
	17.02.2019	Sunday
Week 8	18.02.2019	List of Contributories- Practical
	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Statement of Affairs-Practicals
	21.02.2019	Deficiency or Surplus A/C
	22.02.2019	Practical Problems
	23.02.2019	Practical problems
	24.02.2019	Sunday
Week 9	25.02.2019	Test Liquidation of company
	26.02.2019	Financial Reporting-Meaning, Objectives, Mutual Fund
	27.02.2019	Mutual Fund
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Non Banking Financial Companies
	02.03.2019	Non Banking Financial Companies
	03.03.2019	Sunday
04.03.2019	Shivratri	

Week 10	05.03.2019	Stock Brokers
	06.03.2019	Accounts of Banking Companies-Introduction
	07.03.2019	Performa of Profit & Loss A/C
	08.03.2019	Explanation of Schedule of Profit & Loss A/C
	09.03.2019	Rebate on Bills Discounted
	10.03.2019	Sunday
	11.03.2019	Practical Questions of Profit & Loss A/C
Week 11	12.03.2019	Non Performing Assets
	13.03.2019	Provisioning for Advances Covered by ECGC/DICGC Guarantee
	14.03.2019	New Revised Format of Balance Sheet
	15.03.2019	Explanation of Schedules in Balance Sheet
	16.03.2019	Practical Questions of Balance Sheet
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Practical Questions of Balance Sheet
	26.03.2019	Practical Questions of Balance Sheet
	27.03.2019	Practical Questions of Balance Sheet
	28.03.2019	Practical Questions of Balance Sheet
	29.03.2019	Practical Problems
	30.03.2019	Assignment Give Specimen of Profit & Loss A/C & Balance Sheet of Banking Companies
	31.03.2019	Sunday
Week 13	01.04.2019	Practical Problems
	02.04.2019	Accounts of Holding Companies- Introduction, Advantages, Disadvantages
	03.04.2019	Consolidated Balance Sheet
	04.04.2019	Cost of Control/Capital Reserve
	05.04.2019	Practical Questions of Partly Owned Subsidiary
	06.04.2019	Practical Questions of Partly Owned Subsidiary
	07.04.2019	Sunday
Week 14	08.04.2019	Practical Questions of Partly Owned Subsidiary
	09.04.2019	Pre-Acquisition & Post -Acquisition Profits/Reserves

	10.04.2019	Practical Questions
	11.04.2019	Adjustment for Unrealized Profits included in Inventory
	12.04.2019	Elimination of Mutual Ownings
	13.04.2019	Debentures & Preference Shares in the Subsidiary Company
	14.04.2019	Sunday
Week 15	15.04.2019	Dividend Received from Subsidiary Company out of Pre & Post Acquisition profits
	16.04.2019	Practical Questions
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Practical Questions
	19.04.2019	Practical problems
	20.04.2019	Test Accounts of Holding Company
	21.04.2019	Sunday
Week 16	22.04.2019	Revision
	23.04.2019	Revision
	24.04.2019	Revision
	25.04.2019	Revision
	26.04.2019	Revision
	27.04.2019	Revision
	28.04.2019	Sunday
Week 17	29.04.2019	Revision
	30.04.2019	Revision

K.L Mehta Dayanand College For Women, Faridabad
Lesson plan (Jan-Apr 2019)

Name of Asst/Associate Professor :Ms. Madhu Satiya
Class & Section: B.Com (Voc.) D- Section VIth Sem
Subject: Cost Accounting

	Date	Topics to be covered
Week 1	01.01.2019	Introduction to Syllabus
	02.01.2019	Meaning and principles of process costing
	03.01.2019	Preparation of process cost A/C
	04.01.2019	Normal and abnormal loss
	05.01.2019	Practice of questions
	06.01.2019	Sunday
	07.01.2019	Opening and closing stock
Week 2	08.01.2019	Joint product
	09.01.2019	Accounting methods of By-Products
	10.01.2019	Practice of questions
	11.01.2019	Process costing in oil industry
	12.01.2019	Inter-Process profits
	13.01.2019	sunday
	14.01.2019	Merits and demerits
Week 3	15.01.2019	Preparation of A/Cs
	16.01.2019	Practice of questions
	17.01.2019	Doubts clearing session
	18.01.2019	Class test
	19.01.2019	Introduction to contract costing
	20.01.2019	Sunday
	21.01.2019	Preparation of contract A/C
Week 4	22.01.2019	Practice of questions
	23.01.2019	Incomplete contracts
	24.01.2019	work in progress A/C
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Practice of questions
Week 5	29.01.2019	Contracts near completion

	30.01.2019	Practice of questions
	31.01.2019	Escalation clause
	01.02.2019	Practice of questions
	02.02.2019	Preparation of balance sheet
	03.02.2019	Practice of questions
	04.02.2019	Cost plus contract
Week 6	05.02.2019	Practice of questions
	06.02.2019	Doubt clearing session
	07.02.2019	Introduction of job costing
	08.02.2019	Preparation of A/Cs
	09.02.2019	To continue
	10.02.2019	Sunday
	11.02.2019	Batch costing
Week 7	12.02.2019	Economic batch quantity
	13.02.2019	Preparation of A/Cs
	14.02.2019	Class test
	15.02.2019	Budgeting and budgetary control
	16.02.2019	Advantages and limitations of budgetary control
	17.02.2019	Sunday
	18.02.2019	Installation of budgetary control system
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Sales budget
	21.02.2019	Preparing sales budget
	22.02.2019	Material budget
	23.02.2019	Overhead budget
	24.02.2019	Sunday
	25.02.2019	Cash budget
Week 9	26.02.2019	Preparing cash budget
	27.02.2019	Fixed and flexible budget
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Preparing flexible budget
	02.03.2019	Zero base budget
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Merits and demerits of zero base budget
	06.03.2019	Performance budget
	07.03.2019	Merits and steps in performance budget
	08.03.2019	Meaning of responsibility A/Cing

	09.03.2019	Merits and demerits of responsibility A/Cing
	10.03.2019	Sunday
	11.03.2019	Assignment : Budgetary control
Week 11	12.03.2019	Standard costing
	13.03.2019	Limitations of standard costing
	14.03.2019	Determination of standard costing
	15.03.2019	Cost variance
	16.03.2019	Material variance
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Calculation of material variance
	26.03.2019	Calculation of material variance
	27.03.2019	Labour variance
	28.03.2019	Calculation of labour variance
	29.03.2019	Marginal costing
	30.03.2019	Absorption costing
	31.03.2019	Sunday
Week 13	01.04.2019	Cost-Volume-Profit analysis
	02.04.2019	Break-Even point analysis
	03.04.2019	Key factor
	04.04.2019	Break-Even chart
	05.04.2019	Concept of decision making
	06.04.2019	Variance
	07.04.2019	Sunday
Week 14	08.04.2019	Exploring a new market
	09.04.2019	Practical problems in sales-mix
	10.04.2019	Make or buy decision
	11.04.2019	Shut-down decision
	12.04.2019	To continue
	13.04.2019	Revision
	14.04.2019	Sunday
Week 15	15.04.2019	Revision
	16.04.2019	Revision
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Revision
	19.04.2019	Revision
	20.04.2019	Revision
	21.04.2019	Sunday

Week 16	22.04.2019	Revision
	23.04.2019	Revision
	24.04.2019	Revision
	25.04.2019	Revision
	26.04.2019	Revision
	27.04.2019	Revision
	28.04.2019	Sunday
Week 17	29.04.2019	Revision
	30.04.2019	Revision

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Lesson plan (Jan-Apr 2019)

Name of Asst/Associate Professor : Ms. Mamta Kumari
Class & Section: B. com (Voc.) 2nd sem E -section
Subject: Business management

	Date	Topics to be covered
Week 1	01.01.2019	Staffing Concept: Introduction, Meaning, Definition And Features Of Staffing
	02.01.2019	Importance Of Staffing, Steps Of Staffing Process
	03.01.2019	Matching Job And People Concept
	04.01.2019	Importance Of Job Analysis Methods & Brief Revision Of The Chapter
	05.01.2019	Recruitment : meaning , definition, process
	06.01.2019	Sunday
	07.01.2019	Internal And External Sources Of Recruitment
Week 2	08.01.2019	Merits And Demerits Of Different Sources Of Recruitment
	09.01.2019	Oral test of chapters : staffing and recruitment
	10.01.2019	Selection: Meaning , Definition And Selection Process Of Employees
	11.01.2019	Process Continue
	12.01.2019	Doubts Session Of Students
	13.01.2019	sunday
	14.01.2019	Training : Meaning, Definition, Nature Of Training
Week 3	15.01.2019	Difference Between Training And Development , Difference Between Training And Education
	16.01.2019	Importance Of Training To Enterprise
	17.01.2019	Importance Of Training To Enterprise
	18.01.2019	On The Job Training Methods
	19.01.2019	Off The Job Training Methods
	20.01.2019	Sunday
	21.01.2019	Principles Of Training And Brief Revision Of Chapter
Week 4	22.01.2019	Revise The Syllabus Of Unit 1
	23.01.2019	Group Discussion By Students On The Topic – On The Job Training Methods V/S Off The Job Training Methods
	24.01.2019	Motivation : introduction , meaning, definition, nature
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Importance and process of motivation

Week 5	29.01.2019	Traditional theories of motivation
	30.01.2019	Maslow's and Hygiene theory of motivation
	31.01.2019	Mc – gregor's theory of motivation
	01.02.2019	Ouchi's z theory of motivation
	02.02.2019	Indian v/s Japanese management system
	03.02.2019	Sunday
	04.02.2019	Techniques of motivation – positive and negative techniques , financial techniques
Week 6	05.02.2019	Non financial motivational techniques
	06.02.2019	Individual and group motivators , extrinsic & intrinsic motivators
	07.02.2019	Problems and principles of motivation and Assignment Techniques of motivation
	08.02.2019	Leadership : meaning , definition , nature
	09.02.2019	Importance of leadership
	10.02.2019	Sunday
	11.02.2019	Functions of leadership
Week 7	12.02.2019	Qualities of a leader
	13.02.2019	Theories of leadership
	14.02.2019	Theories of leadership
	15.02.2019	Motivational and autocratic leadership styles
	16.02.2019	Democratic and free rein leadership styles
	17.02.2019	Sunday
	18.02.2019	Difference between autocratic , democratic and free rein leadership styles and result based leadership styles
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Determinants of leadership styles
	21.02.2019	Leadership as continuum
	22.02.2019	management system of likert
	23.02.2019	test of Management system and revision of the chapter
	24.02.2019	Sunday
	25.02.2019	Test leadership
Week 9	26.02.2019	Doubt clearing session of unit 2
	27.02.2019	Communication : meaning , definition ,features
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Process of communication , importance of communication
	02.03.2019	Formal communication : meaning , features , merits ,demerits

		and types
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Network of formal communication
	06.03.2019	InFormal communication : meaning , features , merits
	07.03.2019	Limitation of informal communication , grapevine communication
	08.03.2019	Difference between formal and informal communication , oral media of communication
	09.03.2019	Barriers to communication
	10.03.2019	Sunday
	11.03.2019	Steps to overcome barriers of communication, essentials of effective communication
Week 11	12.03.2019	Revision of chapter communication
	13.03.2019	Presentation by students on media of communication
	14.03.2019	Controlling : meaning , definition and nature
	15.03.2019	Controlling : meaning , definition and nature
	16.03.2019	Objectives and importance of controlling
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Process of controlling
	26.03.2019	Difficulties and principles of controlling
	27.03.2019	Scope of controlling and its relationship with other functions of management
	28.03.2019	Control techniques: budgetary control techniques – meaning, features, requisites and advantages
	29.03.2019	Disadvantages and process of budgetary control techniques
	30.03.2019	Types of budgets : departmental budget ,master budget , variable and fixed budget
	31.03.2019	Sunday
Week 13	01.04.2019	Breakeven points analysis, stastical data and special; report techniques
	02.04.2019	Internal audit techniques, personal observation
	03.04.2019	modern control techniques – zero based budgeting
	04.04.2019	responsibility accounting techniques, management techniques , MIS
	05.04.2019	Evaluation of programme network analysis
		Assignment
	06.04.2019	Control techniques
07.04.2019	Sunday	
Week 14	08.04.2019	Revision of unit 3
	09.04.2019	Management of change : meaning , resistance to change

	10.04.2019	Nature and causes of change
	11.04.2019	Types of changes , process of planned change and change agent
	12.04.2019	causes of resistance to change and overcome them
	13.04.2019	Emerging horizons of management in changing environment
	14.04.2019	Sunday
Week 15	15.04.2019	Doubts clearing session
	16.04.2019	Revision
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Revision
	19.04.2019	Revision
	20.04.2019	Revision
	21.04.2019	Sunday
Week 16	22.04.2019	Revision
	23.04.2019	Revision
	24.04.2019	Revision
	25.04.2019	Revision
	26.04.2019	Revision
	27.04.2019	Revision
	28.04.2019	Sunday
Week 17	29.04.2019	Revision
	30.04.2019	Revision

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Lesson plan (Jan-Apr 2019)

Name of Asst/Associate Professor :Ms. Mamta Kumari Class & Section: B.com (Voc.) VI sem (Sec - D & E) Subject: Taxation Law – II		
	Date	Topics to be covered
Week 1	01.01.2019	Rebate of Tax
	02.01.2019	Relief of Tax
	03.01.2019	Computation of Total Income
	04.01.2019	Computation of Total Income(Practical problems)
	05.01.2019	Computation of Total Income(Practical problems)
	06.01.2019	Sunday
	07.01.2019	Computation of Total Income(Practical problems)
Week 2	08.01.2019	Computation of Total Income(Practical problems)
	09.01.2019	Computation of Tax liability of individuals
	10.01.2019	Computation of Tax liability of individuals(Practical problems)
	11.01.2019	Computation of Tax liability of individuals(Practical problems)
	12.01.2019	Computation of Tax liability of individuals(Practical problems)
	13.01.2019	Sunday
	14.01.2019	Computation of Tax liability of individuals(Practical problems)
Week 3	15.01.2019	Computation of Tax liability of individuals(Practical problems)
	16.01.2019	Computation of Tax liability of individuals(Practical problems)
	17.01.2019	Computation of Tax liability of individuals(Practical problems)
	18.01.2019	Computation of Tax liability of individuals(Practical problems)
	19.01.2019	Computation of Tax liability of individuals(Practical problems)
	20.01.2019	Sunday
	21.01.2019	Filing of ITR And Types if ITRS
Week 4	22.01.2019	Assignment on topic:- computation of Total Income of Individuals
	23.01.2019	Assessment of HUF
	24.01.2019	Assessment of HUF(Practical problems)
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Assessment of HUF(Practical problems)
Week 5	29.01.2019	Assessment of HUF(Practical problems)
	30.01.2019	Assessment of HUF(Practical problems)
	31.01.2019	Assessment of HUF(Practical problems)

	01.02.2019	Assessment of HUF(Practical problems)
	02.02.2019	Assessment of Firms
	03.02.2019	Sunday
	04.02.2019	Assessment of Firms(practical problems)
Week 6	05.02.2019	Assessment of Firms(practical problems)
	06.02.2019	Assessment of Firms(practical problems)
	07.02.2019	Assessment of Firms(practical problems)
	08.02.2019	Assessment of Firms(practical problems)
	09.02.2019	Assessment of Firms(practical problems)
	10.02.2019	Sunday
	11.02.2019	Assessment of AOP
Week 7	12.02.2019	Assessment of AOP(Practical Problems)
	13.02.2019	Assessment of AOP(Practical Problems)
	14.02.2019	Assessment of AOP(Practical Problems)
	15.02.2019	Assessment of AOP(Practical Problems)
	16.02.2019	Assessment of AOP(Practical Problems)
	17.02.2019	Sunday
	18.02.2019	Test on Topic:- Assessment of Firms
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Income Tax Authorities and their Powers
	21.02.2019	Income Tax Authorities and their Powers
	22.02.2019	Income Tax Authorities and their Powers
	23.02.2019	IncomeTax Authorities and their Powers
	24.02.2019	Sunday
	25.02.2019	Income Tax Procedure meaning
Week 9	26.02.2019	Types of Assessment
	27.02.2019	Types of Assessment
	28.02.2019	Maharishi DayanandSaraswati Jayanti
	01.03.2019	Meaning of PAN and its uses
	02.03.2019	Meaning of PAN and its uses
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Types of Assessment
	06.03.2019	Types of Assessment

	07.03.2019	E-Filing of Income Tax Return and Its procedure
	08.03.2019	E-Filing of Income Tax Return and Its procedure
	09.03.2019	Presentation on topic Income Tax Authorities and their power
	10.03.2019	Sunday
	11.03.2019	Assignment on Topic:-Types of Assessment
Week 11	12.03.2019	Meaning of Tax deducted at source
	13.03.2019	Provisions regarding Incomes on which TDS Is Deducted
	14.03.2019	Provisions regarding Incomes on which TDS Is Deducted
	15.03.2019	Provisions regarding Incomes on which TDS Is Deducted
	16.03.2019	Provisions regarding Incomes on which TDS Is Deducted
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Meaning of Advance Payment Of Tax
	26.03.2019	Provisions regarding Advance Payment of Tax
	27.03.2019	Provisions regarding Advance Payment of Tax
	28.03.2019	Provisions regarding Advance Payment of Tax
	29.03.2019	Assignment on Topic:-TDS and Advance payment of Tax
	30.03.2019	Meaning of Recovery of Tax
	31.03.2019	Sunday
Week 13	01.04.2019	Modes of Recovery of Tax
	02.04.2019	Modes of Recovery of Tax
	03.04.2019	Meaning of Refund of Tax
	04.04.2019	Cases in which Refund arises
	05.04.2019	Provisions regarding Refund of Tax
	06.04.2019	Provisions regarding Refund of Tax
	07.04.2019	Sunday
Week 14	08.04.2019	Meaning of Appeals
	09.04.2019	Procedure for Appeals

	10.04.2019	Meaning of Revision of Tax
	11.04.2019	Provisions regarding Revision of Tax
	12.04.2019	Class presentation on Topic:-Recovery and Refund of Tax
	13.04.2019	Meaning of Penalties
	14.04.2019	Sunday
Week 15	15.04.2019	Income Tax Act Provisions regarding Penalties
	16.04.2019	Income Tax Act Provisions regarding Penalties
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Offences and Prosecutions meaning
	19.04.2019	Provisions related to offences and Prosecution
	20.04.2019	Test on TOPIC:-Appeals and Revision of Income Tax
	21.04.2019	Sunday
Week 16	22.04.2019	Revision of Syllabus
	23.04.2019	Revision of Syllabus
	24.04.2019	Revision of Syllabus
	25.04.2019	Revision of Syllabus
	26.04.2019	Revision of Syllabus
	27.04.2019	Revision of Syllabus
	28.04.2019	Sunday
Week 17	29.04.2019	Revision of Syllabus
	30.04.2019	Revision of Syllabus

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Lesson plan (Jan-Apr 2019)

Name of Asst/Associate Professor : Ms. Monika Bhatia Class & Section: B.Com(Voc.) 2nd Sem E –Section Subject: Financial Accounting		
	Date	Topics to be covered
Week 1	01.01.2019	Meaning of Royalty, types, difference between rent and royalty, Analytical table of royalty, journal entries of royalty
	02.01.2019	Recoupment of short working, preparation of minimum rent a/c with practical problems
	03.01.2019	Half yearly payment of royalty, leasing of two mines
	04.01.2019	Recoupment of each year shortworking, stoppage and reduction of work due to strike with practical problems
	05.01.2019	Proportionate reduction in the shortworkings, strike, lockout and subsidy from the government with practical problem
	06.01.2019	Sunday
	07.01.2019	Non- availability of the whole amount of the surplus for recoupment, Explanation of journal entries
Week 2	08.01.2019	Accounting records in the books of landlord and Lessor,
	09.01.2019	Sub-Lease with practical problem
	10.01.2019	Practical problem of royalty when two rates of minimum rent is given
	11.01.2019	Practical problems of royalty in connection with oil-wells and brick making
	12.01.2019	Practical problems of royalty in connection with Patents
	13.01.2019	sunday
	14.01.2019	Accounting records of copyright royalties
Week 3	15.01.2019	Practical problems of royalty
	16.01.2019	Doubts of royalty
	17.01.2019	Meaning of Department account, Difference between departmental accounts and branch account
	18.01.2019	Departmental trading and P & L account, General profit and loss account, Allocation of expenses with its examples and practical

		problems
	19.01.2019	Inter departmental transactions with its examples and practical problems
	20.01.2019	Sunday
	21.01.2019	Finding out missing closing stock with its examples and practical problems
Week 4	22.01.2019	Calculation of departmental purchases with its examples and practical problems
	23.01.2019	Calculation of departmental purchases with its examples and practical problems
	24.01.2019	Practical problems
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Test of Royalty
Week 5	29.01.2019	Dissolution of Partnership firm : Meaning, modes and accounting procedure of dissolution firm
	30.01.2019	Difference between dissolution of firm and dissolution of partnership; Difference between revaluation account and realization account
	31.01.2019	Practical problems
	01.02.2019	Practical problems
	02.02.2019	Insolvency of partner, Rule of Garner vs Murray with its examples and practical problems
	03.02.2019	Sunday
	04.02.2019	Numerical problems of insolvency when capital are fixed and One partner remains solvent
Week 6	05.02.2019	All partners become insolvent with its examples and practical problem
	06.02.2019	Gradual realization of asset and piecemeal distribution with its method and numerical problems
	07.02.2019	Practical problems and doubts
	08.02.2019	Test of Departmental Account
	09.02.2019	Amalgamation of partnership firms: Meaning, Accounting records in the books of old firm with examples and practical problems

	10.02.2019	Sunday
	11.02.2019	Accounting records in the books of new firm with examples and practical problems
Week 7	12.02.2019	Sale of partnership firm to a company and accounting records in the books of partnership firm with examples and practical problems
	13.02.2019	Calculation of purchase consideration with examples
	14.02.2019	Doubts of Amalgamation of partnership firms
	15.02.2019	Meaning, Terms and characteristics of Hire Purchase System, Difference between HPP and Credit Sales
	16.02.2019	Methods of HPP, Explain first method of HPP and necessary accounts with example 1
	17.02.2019	Sunday
	18.02.2019	Payment by Half yearly installments with its solved example
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Calculation of cash price by annuity rate method and by rate of interest method with examples
	21.02.2019	Practical problems of inverse progressive method and product method under rate of interest method
	22.02.2019	After sales service and repossession of goods due to non payment of installments
	23.02.2019	Solved examples of repossession of goods only a part of total goods
	24.02.2019	Sunday
	25.02.2019	Practical problems
Week 9	26.02.2019	Practical problems
	27.02.2019	Transfer of asset to third party, Sale of asset by Hire purchaser
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Practical problems and revision of method 1
	02.03.2019	Second method : Asset accrual method
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Goods of small value, Preparation of Hire purchase trading account with examples

	06.03.2019	Stock and Debtor System in Hire Purchase
	07.03.2019	Practical problems
	08.03.2019	Meaning of Instalment payment system and difference between HPP and IPS
	09.03.2019	Accounting entries of Instalment payment system
	10.03.2019	Sunday
	11.03.2019	Revision of Hire purchase system & installment payment system
Week 11	12.03.2019	Meaning of Joint venture accounts, its objective and features Difference between Joint venture and consignment ; Difference between Joint venture and partnership
	13.03.2019	Accounting treatment of maintaining joint venture records, Joint bank method with its solved examples
	14.03.2019	Test of Dissolution of partnership firm
	15.03.2019	Calculation normal and abnormal loss with practical problems
	16.03.2019	Underwriting of shares of a company with its solved examples
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Joint venture accounting treatment of Second method
	26.03.2019	Practical problems
	27.03.2019	When one Co venture keep complete record of all transactions
	28.03.2019	Joint venture accounting treatment of third method with its solved examples
	29.03.2019	Practical problems
	30.03.2019	Solved examples of Memorandum joint venture and underwriting of shares
	31.03.2019	Sunday
Week 13	01.04.2019	Revision of Joint venture
	02.04.2019	Branch Accounts ; Meaning, types and its methods ; Debtors method
	03.04.2019	Debtor method with solved examples
	04.04.2019	Practical problems

	05.04.2019	Final account method with solved examples
	06.04.2019	Stock and debtor system with solved examples
	07.04.2019	Sunday
Week 14	08.04.2019	Difference between wholesale and retail profit in branch
	09.04.2019	Independent branches
	10.04.2019	Incorporation entries in the books of head office by different methods
	11.04.2019	Solved examples
	12.04.2019	Accounting records in case of cash in transit and goods in transit
	13.04.2019	Special transaction between head office and branch, Inter branch transaction
	14.04.2019	Sunday
Week 15	15.04.2019	Foreign branch
	16.04.2019	Conversion of foreign branch Trial balance
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Doubts
	19.04.2019	Practical problems
	20.04.2019	Doubts
	21.04.2019	Sunday
Week 16	22.04.2019	Assignment: Branch Accounting
	23.04.2019	Revision of Branch Account
	24.04.2019	Revision of Departmental Account
	25.04.2019	Revision of Hire Purchase System and instalment payment System
	26.04.2019	Revision of Dissolution of partnership firm
	27.04.2019	Revision
	28.04.2019	Sunday
Week 17	29.04.2019	Revision of joint venture
	30.04.2019	Discuss about Important question

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Name of Asst/Associate Professor : Ms. Monika Singla Class & Section: B.com (C.A) IInd Sem,D -Section Subject: Business Economics		
	Date	Topics to be covered
Week 1	01.01.2019	Perfect Competition: Meaning, Features, Price Determination
	02.01.2019	Price determination under Very Short Period, Short period
	03.01.2019	Price determination under Long Period
	04.01.2019	Short Run Equilibrium of firm
	05.01.2019	long Run Equilibrium of firm
	06.01.2019	Sunday
	07.01.2019	Short Run Equilibrium of Industry, Long Run Equilibrium of Industry
Week 2	08.01.2019	Long Run Equilibrium of Industry and law of cost
	09.01.2019	Continue
	10.01.2019	Supply Curve of Industry
	11.01.2019	Continue
	12.01.2019	Continue
	13.01.2019	sunday
	14.01.2019	Test of Perfect Competition Market
Week 3	15.01.2019	Meaning and Features of Monopoly Market
	16.01.2019	Equilibrium under Monopoly
	17.01.2019	Equilibrium under Monopoly
	18.01.2019	Equilibrium under Monopoly
	19.01.2019	Assignment on monopoly
	20.01.2019	Sunday
	21.01.2019	Equilibrium under Monopoly
Week 4	22.01.2019	Oral test
	23.01.2019	Assignment: Explain Long Run Equilibrium of Industry and law of cost under Perfect Competition

	24.01.2019	Doubts
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Meaning and Features of Monopolistic Competition Market
Week 5	29.01.2019	Continue
	30.01.2019	Equilibrium under Monopolistic Competition Market
	31.01.2019	Equilibrium under Monopolistic Competition Market
	01.02.2019	Equilibrium under Monopolistic Competition Market
	02.02.2019	Test: Monopolistic Competition Market
	03.02.2019	Sunday
	04.02.2019	Meaning and Features of Oligopoly
Week 6	05.02.2019	Models of Oligopoly
	06.02.2019	Models of Oligopoly
	07.02.2019	Price and Output Determination Under Oligopoly
	08.02.2019	Price and Output Determination Under Oligopoly
	09.02.2019	Price and Output Determination Under Oligopoly
	10.02.2019	Sunday
	11.02.2019	Assignment: Price and Output Determination Under Oligopoly
Week 7	12.02.2019	Introduction of Factor Pricing
	13.02.2019	Meaning and features of factor pricing
	14.02.2019	Various concepts
	15.02.2019	Marginal Productivity Theory of Factor Pricing
	16.02.2019	Marginal Productivity Theory of Factor Pricing
	17.02.2019	Sunday
	18.02.2019	Marginal Productivity Theory of Factor Pricing
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Marginal Productivity Theory of Factor Pricing
	21.02.2019	Modern Theory of Factor Pricing
	22.02.2019	Modern Theory of Factor Pricing
	23.02.2019	Modern Theory of Factor Pricing
	24.02.2019	Sunday

	25.02.2019	Test: Critically Examine the Marginal Productivity Theory of Factor Pricing
Week 9	26.02.2019	Wages Introduction
	27.02.2019	<i>concepts</i>
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Theories of Wages
	02.03.2019	Theories of Wages
	03.03.2019	Sunday
	04.03.2019	Shivratri
	Week 10	05.03.2019
06.03.2019		Wage determination under Perfect Competition Market
07.03.2019		Wage determination under Perfect Competition Market
08.03.2019		Wage determination under Monopoly Market
09.03.2019		Wage determination under Monopoly Market
10.03.2019		Sunday
11.03.2019		Exploitation of Labour
Week 11	12.03.2019	Assignment: how wage rate is determined under perfect competition and monopoly market
	13.03.2019	Introduction of Rent
	14.03.2019	Recardian theory of Rent
	15.03.2019	Recardian theory of Rent
	16.03.2019	Recardian theory of Rent
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Modern Theory of Rent
	26.03.2019	Modern Theory of Rent
	27.03.2019	Difference Between Recardian Theory and Modern theory
	28.03.2019	Quasi Rent
	29.03.2019	Test: Theories of Rent
	30.03.2019	ORAL TEST
	31.03.2019	Sunday

Week 13	01.04.2019	Introduction of Interest
	02.04.2019	Concept of Gross Interest and Net Interest
	03.04.2019	Problems of Interest
	04.04.2019	Classical theory of Interest
	05.04.2019	Neo Classical theory of Interest
	06.04.2019	Continue
	07.04.2019	Sunday
Week 14	08.04.2019	Liquidity Preference theory of Interest
	09.04.2019	Liquidity Preference theory of Interest
	10.04.2019	Liquidity Trap
	11.04.2019	Modern Theory of Interest
	12.04.2019	Assignment : Detailed note on different theories of interest
	13.04.2019	Introduction of Profit
	14.04.2019	Sunday
Week 15	15.04.2019	Theories of Profit
	16.04.2019	Risk and Uncertainty Theory of Profit
	17.04.2019	Breakeven Point Analysis
	18.04.2019	Breakeven Point Analysis
	19.04.2019	Assignment: profits
	20.04.2019	Doubts of profit
	21.04.2019	Sunday
Week 16	22.04.2019	Doubts of rent
	23.04.2019	Test of 1st unit
	24.04.2019	Test of 2 nd unit
	25.04.2019	Doubts from 3 rd unit
	26.04.2019	Test of 3rd unit
	27.04.2019	Doubts of 4 th unit
	28.04.2019	Sunday
Week 17	29.04.2019	Oral test
	30.04.2019	Test of 4 th unit.

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Name of Asst/Associate Professor : Ms. Rachna Poswal
Class & Section: B.Com (Voc.) IV Sem (2-Sections)
Subject: Corporate Law II

	Date	Topics to be covered
Week 1	01.01.2019	Meaning, Nature and Types of Shares
	02.01.2019	Types of Preference Shares, difference between equity and preference shares, Deferred shares
	03.01.2019	Stock: Meaning, Characteristics, Conversion of shares into stock
	04.01.2019	Difference between shares and stock, Voting Rights of shareholders, Variation of Shareholders Rights
	05.01.2019	Allotment of shares: Meaning, Provisions regarding Allotment
	06.01.2019	Sunday
	07.01.2019	Irregular allotment and its effects, Procedure of allotment, Allotment Letter
Week 2	08.01.2019	Renunciation of Allotment, Allotment for consideration other than cash, Underwriting Commission, Brokerage, underwriting and Placing
	09.01.2019	Issue of shares, Difference between bonus and right shares
	10.01.2019	Restrictions on purchase of their own shares by the company, Buying back of shares
	11.01.2019	Share Certificate: Meaning, Content, Legal Effects
	12.01.2019	Provisions relating to share certificate, Share Warrants: Meaning and Contents
	13.01.2019	sunday
	14.01.2019	Share Warrant: Conditions and effects of issuing share warrant
Week 3	15.01.2019	Topics related to share warrant, difference between share certificate and share warrant

	16.01.2019	Transfer of Shares: Meaning and Restrictions
	17.01.2019	Procedure for Transfer of Shares
	18.01.2019	Test – Shares and Stock
	19.01.2019	Other topics related to transfer
	20.01.2019	Sunday
	21.01.2019	Transmission of Shares: Statutory provisions, procedures, nomination of shares
Week 4	22.01.2019	Certification of transfer, Blank Transfer
	23.01.2019	Forged transfer, Void and Demat transfer, Relationship between transferor and transferee until registration Certification of transfer, Blank Transfer Certification of transfer, Blank Transfer
	24.01.2019	Calls on shares: Rules and procedure
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Calls on shares, forfeiture of shares
Week 5	29.01.2019	Effects of forfeited shares, re-issue and annulment of forfeiture
	30.01.2019	Expropriation and surrender of shares
	31.01.2019	Difference between forfeiture and surrender, lien on shares
	01.02.2019	Depository System: Meaning, features and constituents of depository system
	02.02.2019	Need and benefits of depository system
	03.02.2019	Sunday
	04.02.2019	Paperless trading, Difference between physical shares and Demat Shares, Depository Process
Week 6	05.02.2019	NSDL
	06.02.2019	SHCIL, Need for educating investors
	07.02.2019	Presentation: Transfer and transmission of shares
	08.02.2019	Presentation: Transfer and transmission of shares
	09.02.2019	Share Capital: Meaning, Nature and Forms of Capital
	10.02.2019	Sunday
	11.02.2019	Alteration of share capital and procedure
Week 7	12.02.2019	Reduction of share capital, Further issue of share capital

	13.02.2019	Conversion of debentures on loan into shares
	14.02.2019	Members and Shareholders of a company: Meaning, elements and difference
	15.02.2019	Who may be a member?
	16.02.2019	Methods of acquiring membership of a company
	17.02.2019	Sunday
	18.02.2019	Conversion of debentures on loan into shares
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Members and Shareholders of a company: Meaning, elements and difference
	21.02.2019	Methods of acquiring membership of a company
	22.02.2019	Assignment given to students: Members and shareholders
	23.02.2019	Rights of members
	24.02.2019	Sunday
	25.02.2019	Company Meeting: Essentials of valid meeting
Week 9	26.02.2019	Types of Meetings: Meeting of shareholders
	27.02.2019	Statutory provisions relating to AGM
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Extra ordinary general meeting
	02.03.2019	Class meeting, Board of Directors' meetings
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Meetings of Directors committees, Creditors meetings, debentureholders meetings
	06.03.2019	Resolution
	07.03.2019	Validity of meeting
	08.03.2019	Voting and Poll, Proxy
	09.03.2019	Revision of this chapter
	10.03.2019	Sunday
	11.03.2019	Test – Meetings of Company
Week 11	12.03.2019	Board of director's, Qualification and Disqualification of Directors

	13.03.2019	DIN, Appointment of Directors
	14.03.2019	Voting on director's appointment, Removal of directors
	15.03.2019	Removal of directors
	16.03.2019	Loan to directors, Legal Position of directors
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Powers of directors
	26.03.2019	Powers of directors
	27.03.2019	Powers of directors
	28.03.2019	Powers of directors
	29.03.2019	Managing Director
	30.03.2019	Topics related to managing directors, Manager
	31.03.2019	Sunday
Week 13	01.04.2019	Meaning and Modes of winding Up
	02.04.2019	Petition for winding up
	03.04.2019	Commencement of winding up by NCLT
	04.04.2019	Official liquidator, powers/rights of liquidator
	05.04.2019	Liabilities of liquidators
	06.04.2019	Rights and Powers of NCLT after winding up order
	07.04.2019	Sunday
Week 14	08.04.2019	Voluntary winding up: meaning, circumstances and consequences
	09.04.2019	Members voluntary winding up, provisions
	10.04.2019	Creditor's Voluntary Winding Up and its provisions
	11.04.2019	Assignment: Modes of winding up
	12.04.2019	Difference between creditor's and members winding up, voluntary winding up
	13.04.2019	General provisions relating to voluntary winding up
	14.04.2019	Sunday

Week 15	15.04.2019	Contributory , Nature of Contributories liability
	16.04.2019	Consequences of winding up
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Revision of this chapter
	19.04.2019	Revision of Depository System
	20.04.2019	Revision of Share Capital
	21.04.2019	Sunday
Week 16	22.04.2019	Revision of Directors: Duties, Powers, Appointment and removal
	23.04.2019	Revision of Directors: Duties, Powers, Appointment and removal
	24.04.2019	Revision of meetings of company
	25.04.2019	Revision of shareholders and members
	26.04.2019	Revision of shareholders and members
	27.04.2019	Revision of winding up
	28.04.2019	Sunday
Week 17	29.04.2019	Revision of windind up
	30.04.2019	Discuss about important questions

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Name of Asst/Associate Professor :Ms. Rekha Class & Section: B.Com (Voc.) E- Section VIth Sem Subject: Cost Accounting		
	Date	Topics to be covered
Week 1	01.01.2019	Introduction to Syllabus
	02.01.2019	Meaning and principles of process costing
	03.01.2019	Preparation of process cost A/C
	04.01.2019	Normal and abnormal loss
	05.01.2019	Practice of questions
	06.01.2019	Sunday
	07.01.2019	Opening and closing stock
Week 2	08.01.2019	Joint product
	09.01.2019	Accounting methods of By-Products
	10.01.2019	Practice of questions
	11.01.2019	Process costing in oil industry
	12.01.2019	Inter-Process profits
	13.01.2019	sunday
	14.01.2019	Merits and demerits
Week 3	15.01.2019	Preparation of A/Cs
	16.01.2019	Practice of questions
	17.01.2019	Doubts clearing session
	18.01.2019	Class test
	19.01.2019	Introduction to contract costing
	20.01.2019	Sunday
	21.01.2019	Preparation of contract A/C
Week 4	22.01.2019	Practice of questions
	23.01.2019	Incomplete contracts
	24.01.2019	work in progress A/C
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Practice of questions
Week 5	29.01.2019	Contracts near completion
	30.01.2019	Practice of questions
	31.01.2019	Escalation clause
	01.02.2019	Practice of questions

	02.02.2019	Preparation of balance sheet
	03.02.2019	Practice of questions
	04.02.2019	Cost plus contract
Week 6	05.02.2019	Practice of questions
	06.02.2019	Doubt clearing session
	07.02.2019	Introduction of job costing
	08.02.2019	Preparation of A/Cs
	09.02.2019	To continue
	10.02.2019	Sunday
	11.02.2019	Batch costing
Week 7	12.02.2019	Economic batch quantity
	13.02.2019	Preparation of A/Cs
	14.02.2019	Class test
	15.02.2019	Budgeting and budgetary control
	16.02.2019	Advantages and limitations of budgetary control
	17.02.2019	Sunday
	18.02.2019	Installation of budgetary control system
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Sales budget
	21.02.2019	Preparing sales budget
	22.02.2019	Material budget
	23.02.2019	Overhead budget
	24.02.2019	Sunday
	25.02.2019	Cash budget
Week 9	26.02.2019	Preparing cash budget
	27.02.2019	Fixed and flexible budget
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Preparing flexible budget
	02.03.2019	Zero base budget
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Merits and demerits of zero base budget
	06.03.2019	Performance budget
	07.03.2019	Merits and steps in performance budget
	08.03.2019	Meaning of responsibility A/Cing
	09.03.2019	Merits and demerits of responsibility A/Cing
	10.03.2019	Sunday
	11.03.2019	Assignment : Budgetary control

Week 11	12.03.2019	Standard costing
	13.03.2019	Limitations of standard costing
	14.03.2019	Determination of standard costing
	15.03.2019	Cost variance
	16.03.2019	Material variance
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Calculation of material variance
	26.03.2019	Calculation of material variance
	27.03.2019	Labour variance
	28.03.2019	Calculation of labour variance
	29.03.2019	Marginal costing
	30.03.2019	Absorption costing
	31.03.2019	Sunday
Week 13	01.04.2019	Cost-Volume-Profit analysis
	02.04.2019	Break-Even point analysis
	03.04.2019	Key factor
	04.04.2019	Break-Even chart
	05.04.2019	Concept of decision making
	06.04.2019	Variance
	07.04.2019	Sunday
Week 14	08.04.2019	Exploring a new market
	09.04.2019	Practical problems in sales-mix
	10.04.2019	Make or buy decision
	11.04.2019	Shut-down decision
	12.04.2019	To continue
	13.04.2019	Revision
	14.04.2019	Sunday
Week 15	15.04.2019	Revision
	16.04.2019	Revision
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Revision
	19.04.2019	Revision
	20.04.2019	Revision
	21.04.2019	Sunday
Week 16	22.04.2019	Revision
	23.04.2019	Revision
	24.04.2019	Revision

	25.04.2019	Revision
	26.04.2019	Revision
	27.04.2019	Revision
	28.04.2019	Sunday
Week 17	29.04.2019	Revision
	30.04.2019	Revision

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Name of Asst/Associate Professor : Ms. Rekha Class & Section: B.Com (Voc.) Sec. (D +E) VIth Sem Subject: Financial Management		
	Date	Topics to be covered
Week 1	01.01.2019	Financial management- Introduction and meaning
	02.01.2019	Traditional approach of finance function , Modern approach of finance function
	03.01.2019	Objectives or goals of financial management , Organisation of financial management
	04.01.2019	Functions of financial managers ,Functions of treasurer
	05.01.2019	Functions of controller, Functions of financial management
	06.01.2019	Sunday
	07.01.2019	Importance of financial management
Week 2	08.01.2019	Relationship with other areas of management
	09.01.2019	Financial management and financial accounting
	10.01.2019	Financial planning- Introduction and Meaning
	11.01.2019	Objectives of financial planning
	12.01.2019	Types of financial planning
	13.01.2019	sunday
	14.01.2019	Procedure of financial planning
Week 3	15.01.2019	Principles of a sound financial planning
	16.01.2019	Factors affecting financial planning
	17.01.2019	Factors affecting financial planning
	18.01.2019	Significance of financial planning
	19.01.2019	Limitation of financial planning
	20.01.2019	Sunday
	21.01.2019	Assessing funds requirements
Week 4		Test – functions and objectives of financial management
	22.01.2019	Profit maximization vs. wealth maximization
	23.01.2019	A ssignment of unit 1

	24.01.2019	Doubts
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Working capital management- introduction, meaning and definition
Week 5	29.01.2019	Types of working capital
	30.01.2019	Determinants of working capital
	31.01.2019	Issues of working capital management
	01.02.2019	Computation of working capital
	02.02.2019	Practical problems
	03.02.2019	Sunday
	04.02.2019	Practical problems
Week 6	05.02.2019	Practical problems
	06.02.2019	Management of cash- Introduction and Meaning
	07.02.2019	Objectives of cash management
	08.02.2019	Determinants of cash needs
	09.02.2019	Methods of cash management
	10.02.2019	Sunday
	11.02.2019	Utility of cash budget
Week 7	12.02.2019	Methods of preparing cash budget
	13.02.2019	Cash flow statement:
	14.02.2019	Cash flow ratios , Managing the cash flows
	15.02.2019	Cash management model
	16.02.2019	Miller-orr model
	17.02.2019	Sunday
	18.02.2019	Miller-orr model
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Assignment-Working capital management
	21.02.2019	Marketable securities
	22.02.2019	Meaning and scope of receivables

	23.02.2019	scope of receivables
	24.02.2019	Sunday
	25.02.2019	Cost of capital- Introduction,meaning
Week 9	26.02.2019	Significance of cost of capital
	27.02.2019	Determinants of cost of capital
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Computation- cost of irredeemable debt
	02.03.2019	Cost of redeemable debt with practical problems
	03.03.2019	Cost of preference share capital with practical problems
	04.03.2019	Shivratri
Week 10	05.03.2019	Cost of equity share capital with practical problems
	06.03.2019	Cost of equity share capital with practical problems
	07.03.2019	Cost of equity share capital with practical problems
	08.03.2019	Cost of equity share capital with practical problems
	09.03.2019	Cost of equity share capital with practical problems
	10.03.2019	Sunday
	11.03.2019	Capitalisation – introduction, meaning
Week 11	12.03.2019	Cost theory
	13.03.2019	Earning theory
	14.03.2019	Over capitalization , Under capitalization
	15.03.2019	Test- cost of capital
	16.03.2019	Leverages- introduction and meaning
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Types of leverage – operating leverage
	26.03.2019	Financial leverage ,Composite leverage
	27.03.2019	Practical problems
	28.03.2019	Practical problems
	29.03.2019	EPS-EBIT Analysis – introduction and meaning
	30.03.2019	Indifference point and financial break-even analysis
	31.03.2019	Sunday

Week 13	01.04.2019	Practical problems
	02.04.2019	Practical problems
	03.04.2019	Capital structure- introduction and meaning
	04.04.2019	Optimum capital structure
	05.04.2019	Factors affecting capital structure
	06.04.2019	Theories of capital structure- NI Approach
	07.04.2019	Sunday
Week 14	08.04.2019	NOI Approach
	09.04.2019	Traditional approach with practical problems
	10.04.2019	Modigliani and Miller approach with practical problems
	11.04.2019	Continued
	12.04.2019	Dividend policy- meaning and Objectives of dividend policy
	13.04.2019	Types of dividend policy
	14.04.2019	Sunday
Week 15	15.04.2019	Walter's model and Gordon's model
	16.04.2019	Assignment –Walter's model and Gordon's model
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Theory of irrelevance of dividend
	19.04.2019	Revision- functions of different authorities(financial management)
	20.04.2019	Doubts
	21.04.2019	Sunday
Week 16	22.04.2019	Revision-cost of capital
	23.04.2019	Revision-capital structure
	24.04.2019	Revision- EPS-EBIT Analysis
	25.04.2019	Revision-leverages
	26.04.2019	Revision-dividend policy
	27.04.2019	Discussion about important topics

	28.04.2019	Sunday
Week 17	29.04.2019	Discussion about important topics
	30.04.2019	Important Questions

K.L Mehta Dayanand College For Women, Faridabad
Lesson plan (Jan-Apr 2019)

Name of Asst/Associate Professor : Ms. Seema Behl Class & Section: B.Com(C.A) 2nd sem (section -1) Subject: Financial Accounting		
	Date	Topics to be covered
Week 1	01.01.2019	Meaning of Royalty, types, difference between rent and royalty, Analytical table of royalty, journal entries of royalty
	02.01.2019	Recoupment of short working, preparation of minimum rent a/c with practical problems
	03.01.2019	Half yearly payment of royalty, leasing of two mines
	04.01.2019	Recoupment of each year shortworking, stoppage and reduction of work due to strike with practical problems
	05.01.2019	Proportionate reduction in the shortworkings, strike, lockout and subsidy from the government with practical problem
	06.01.2019	Sunday
	07.01.2019	Non- availability of the whole amount of the surplus for recoupment, Explanation of journal entries
Week 2	08.01.2019	Accounting records in the books of landlord and Lessor,
	09.01.2019	Sub-Lease with practical problem
	10.01.2019	Practical problem of royalty when two rates of minimum rent is given
	11.01.2019	Practical problems of royalty in connection with oil-wells and brick making
	12.01.2019	Practical problems of royalty in connection with Patents
	13.01.2019	Sunday
	14.01.2019	Accounting records of copyright royalties
Week 3	15.01.2019	Practical problems of royalty
	16.01.2019	Doubts of royalty
	17.01.2019	Meaning of Department account, Difference between departmental accounts and branch account
	18.01.2019	Departmental trading and P & L account, General profit and loss account, Allocation of expenses with its examples and practical

		problems
	19.01.2019	Inter departmental transactions with its examples and practical problems
	20.01.2019	Sunday
	21.01.2019	Finding out missing closing stock with its examples and practical problems
Week 4	22.01.2019	Calculation of departmental purchases with its examples and practical problems
	23.01.2019	Calculation of departmental purchases with its examples and practical problems
	24.01.2019	Practical problems
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Test of Royalty
Week 5	29.01.2019	Dissolution of Partnership firm : Meaning, modes and accounting procedure of dissolution firm
	30.01.2019	Difference between dissolution of firm and dissolution of partnership; Difference between revaluation account and realization account
	31.01.2019	Practical problems
	01.02.2019	Practical problems
	02.02.2019	Insolvency of partner, Rule of Garner vs Murray with its examples and practical problems
	03.02.2019	Sunday
	04.02.2019	Numerical problems of insolvency when capital are fixed and One partner remains solvent
Week 6	05.02.2019	All partners become insolvent with its examples and practical problem
	06.02.2019	Gradual realization of asset and piecemeal distribution with its method and numerical problems
	07.02.2019	Practical problems and doubts
	08.02.2019	Test of Departmental Account
	09.02.2019	Amalgamation of partnership firms: Meaning, Accounting records in the books of old firm with examples and practical problems

	10.02.2019	Sunday
	11.02.2019	Accounting records in the books of new firm with examples and practical problems
Week 7	12.02.2019	Sale of partnership firm to a company and accounting records in the books of partnership firm with examples and practical problems
	13.02.2019	Calculation of purchase consideration with examples
	14.02.2019	Doubts of Amalgamation of partnership firms
	15.02.2019	Meaning, Terms and characteristics of Hire Purchase System, Difference between HPP and Credit Sales
	16.02.2019	Methods of HPP, Explain first method of HPP and necessary accounts with example 1
	17.02.2019	Sunday
	18.02.2019	Payment by Half yearly installments with its solved example
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Calculation of cash price by annuity rate method and by rate of interest method with examples
	21.02.2019	Practical problems of inverse progressive method and product method under rate of interest method
	22.02.2019	After sales service and repossession of goods due to non payment of installments
	23.02.2019	Solved examples of repossession of goods only a part of total goods
	24.02.2019	Sunday
	25.02.2019	Practical problems
Week 9	26.02.2019	Practical problems
	27.02.2019	Transfer of asset to third party, Sale of asset by Hire purchaser
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Practical problems and revision of method 1
	02.03.2019	Second method : Asset accrual method
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Goods of small value, Preparation of Hire purchase trading account with examples

	06.03.2019	Stock and Debtor System in Hire Purchase
	07.03.2019	Practical problems
	08.03.2019	Meaning of Instalment payment system and difference between HPP and IPS
	09.03.2019	Accounting entries of Instalment payment system
	10.03.2019	Sunday
	11.03.2019	Revision of Hire purchase system & installment payment system
Week 11	12.03.2019	Meaning of Joint venture accounts, its objective and features Difference between Joint venture and consignment ; Difference between Joint venture and partnership
	13.03.2019	Accounting treatment of maintaining joint venture records, Joint bank method with its solved examples
	14.03.2019	Test of Dissolution of partnership firm
	15.03.2019	Calculation normal and abnormal loss with practical problems
	16.03.2019	Underwriting of shares of a company with its solved examples
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Joint venture accounting treatment of Second method
	26.03.2019	Practical problems
	27.03.2019	When one Co venture keep complete record of all transactions
	28.03.2019	Joint venture accounting treatment of third method with its solved examples
	29.03.2019	Practical problems
	30.03.2019	Solved examples of Memorandum joint venture and underwriting of shares
	31.03.2019	Sunday
Week 13	01.04.2019	Revision of Joint venture
	02.04.2019	Branch Accounts ; Meaning, types and its methods ; Debtors method
	03.04.2019	Debtor method with solved examples
	04.04.2019	Practical problems

	05.04.2019	Final account method with solved examples
	06.04.2019	Stock and debtor system with solved examples
	07.04.2019	Sunday
Week 14	08.04.2019	Difference between wholesale and retail profit in branch
	09.04.2019	Independent branches
	10.04.2019	Incorporation entries in the books of head office by different methods
	11.04.2019	Solved examples
	12.04.2019	Accounting records in case of cash in transit and goods in transit
	13.04.2019	Special transaction between head office and branch, Inter branch transaction
	14.04.2019	Sunday
Week 15	15.04.2019	Foreign branch
	16.04.2019	Conversion of foreign branch Trial balance
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Doubts
	19.04.2019	Practical problems
	20.04.2019	Doubts
	21.04.2019	Sunday
Week 16	22.04.2019	Assignment: Branch Accounting
	23.04.2019	Revision of Branch Account
	24.04.2019	Revision of Departmental Account
	25.04.2019	Revision of Hire Purchase System and instalment payment System
	26.04.2019	Revision of Dissolution of partnership firm
	27.04.2019	Revision
	28.04.2019	Sunday
Week 17	29.04.2019	Revision of joint venture
	30.04.2019	Discuss about Important question

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Name of Asst/Associate Professor : Ms. Suman lata Yadav		
Class & Section: B.com (CA)IInd Sem E-section		
Subject: Business Economics		
	Date	Topics to be covered
Week 1	01.01.2019	Perfect Competition: Meaning, Features, Price Determination
	02.01.2019	Price determination under Very Short Period, Short period
	03.01.2019	Price determination under Long Period
	04.01.2019	Short Run Equilibrium of firm
	05.01.2019	long Run Equilibrium of firm
	06.01.2019	Sunday
	07.01.2019	Short Run Equilibrium of Industry, Long Run Equilibrium of Industry
Week 2	08.01.2019	Long Run Equilibrium of Industry and law of cost
	09.01.2019	Continue
	10.01.2019	Supply Curve of Industry
	11.01.2019	Continue
	12.01.2019	Continue
	13.01.2019	sunday
	14.01.2019	Test of Perfect Competition Market
Week 3	15.01.2019	Meaning and Features of Monopoly Market
	16.01.2019	Equilibrium under Monopoly
	17.01.2019	Equilibrium under Monopoly
	18.01.2019	Equilibrium under Monopoly
	19.01.2019	Assignment on monopoly
	20.01.2019	Sunday
	21.01.2019	Equilibrium under Monopoly
Week 4	22.01.2019	Oral test
	23.01.2019	Assignment: Explain Long Run Equilibrium of Industry and law of cost under Perfect Competition

	24.01.2019	Doubts
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Meaning and Features of Monopolistic Competition Market
Week 5	29.01.2019	Continue
	30.01.2019	Equilibrium under Monopolistic Competition Market
	31.01.2019	Equilibrium under Monopolistic Competition Market
	01.02.2019	Equilibrium under Monopolistic Competition Market
	02.02.2019	Test: Monopolistic Competition Market
	03.02.2019	Sunday
	04.02.2019	Meaning and Features of Oligopoly
Week 6	05.02.2019	Models of Oligopoly
	06.02.2019	Models of Oligopoly
	07.02.2019	Price and Output Determination Under Oligopoly
	08.02.2019	Price and Output Determination Under Oligopoly
	09.02.2019	Price and Output Determination Under Oligopoly
	10.02.2019	Sunday
	11.02.2019	Assignment: Price and Output Determination Under Oligopoly
Week 7	12.02.2019	Introduction of Factor Pricing
	13.02.2019	Meaning and features of factor pricing
	14.02.2019	Various concepts
	15.02.2019	Marginal Productivity Theory of Factor Pricing
	16.02.2019	Marginal Productivity Theory of Factor Pricing
	17.02.2019	Sunday
	18.02.2019	Marginal Productivity Theory of Factor Pricing
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Marginal Productivity Theory of Factor Pricing
	21.02.2019	Modern Theory of Factor Pricing
	22.02.2019	Modern Theory of Factor Pricing
	23.02.2019	Modern Theory of Factor Pricing
	24.02.2019	Sunday

	25.02.2019	Test: Critically Examine the Marginal Productivity Theory of Factor Pricing
Week 9	26.02.2019	Wages Introduction
	27.02.2019	<i>concepts</i>
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Theories of Wages
	02.03.2019	Theories of Wages
	03.03.2019	Sunday
	04.03.2019	Shivratri
	Week 10	05.03.2019
06.03.2019		Wage determination under Perfect Competition Market
07.03.2019		Wage determination under Perfect Competition Market
08.03.2019		Wage determination under Monopoly Market
09.03.2019		Wage determination under Monopoly Market
10.03.2019		Sunday
11.03.2019		Exploitation of Labour
Week 11	12.03.2019	Assignment: how wage rate is determined under perfect competition and monopoly market
	13.03.2019	Introduction of Rent
	14.03.2019	Recardian theory of Rent
	15.03.2019	Recardian theory of Rent
	16.03.2019	Recardian theory of Rent
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Modern Theory of Rent
	26.03.2019	Modern Theory of Rent
	27.03.2019	Difference Between Recardian Theory and Modern theory
	28.03.2019	Quasi Rent
	29.03.2019	Test: Theories of Rent
	30.03.2019	ORAL TEST
	31.03.2019	Sunday

Week 13	01.04.2019	Introduction of Interest
	02.04.2019	Concept of Gross Interest and Net Interest
	03.04.2019	Problems of Interest
	04.04.2019	Classical theory of Interest
	05.04.2019	Neo Classical theory of Interest
	06.04.2019	Continue
	07.04.2019	Sunday
Week 14	08.04.2019	Liquidity Preference theory of Interest
	09.04.2019	Liquidity Preference theory of Interest
	10.04.2019	Liquidity Trap
	11.04.2019	Modern Theory of Interest
	12.04.2019	Assignment : Detailed note on different theories of interest
	13.04.2019	Introduction of Profit
	14.04.2019	Sunday
Week 15	15.04.2019	Theories of Profit
	16.04.2019	Risk and Uncertainty Theory of Profit
	17.04.2019	Breakeven Point Analysis
	18.04.2019	Breakeven Point Analysis
	19.04.2019	Assignment: profits
	20.04.2019	Doubts of profit
	21.04.2019	Sunday
Week 16	22.04.2019	Doubts of rent
	23.04.2019	Test of 1st unit
	24.04.2019	Test of 2 nd unit
	25.04.2019	Doubts from 3 rd unit
	26.04.2019	Test of 3rd unit
	27.04.2019	Doubts of 4 th unit
	28.04.2019	Sunday
Week 17	29.04.2019	Oral test
	30.04.2019	Test of 4 th unit.

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Name of Asst/Associate Professor : Ms. Suman lata Yadav		
Class & Section: B.com (Vocational) 6 th Sem (D+E Section)		
Subject: AUDITING		
	Date	Topics to be covered
Week 1	01.01.2019	Introduction of auditing
	02.01.2019	Scope , necessity of auditing
	03.01.2019	Basic concepts and principles of auditing
	04.01.2019	Qualities , types of auditors
	05.01.2019	Audit Procedure
	06.01.2019	Sunday
	07.01.2019	Techniques of auditing
Week 2	08.01.2019	Objects of auditing
	09.01.2019	Advantages and limitations of auditing
	10.01.2019	Classifications of auditing
	11.01.2019	Classifications of auditing
	12.01.2019	Interim audit ,Internal and external audit
	13.01.2019	Sunday
	14.01.2019	Difference between different type of audit
Week 3	15.01.2019	Relationship between different type of audit
	16.01.2019	Internal and external auditor
	17.01.2019	Audit Programme
	18.01.2019	Preparation and advantages of audit program
	19.01.2019	Audit notebook
	20.01.2019	Sunday
	21.01.2019	Methods and Procedure of audit work
Week 4	22.01.2019	Continue
	23.01.2019	Assignment : “Audit Procedure”.
	24.01.2019	Internal Control
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Test:Explain different types of audit.
Week 5	29.01.2019	Internal check
	30.01.2019	Internal check
	31.01.2019	Internal check and internal audit
	01.02.2019	Routine Checking : Introduction
	02.02.2019	Importance of routine checking

	03.02.2019	Sunday
	04.02.2019	Vouchers
Week 6	05.02.2019	Vouching of cash book
	06.02.2019	Vouching of petty cash book, purchase , sale book
	07.02.2019	Vouching of journal proper, ledger
	08.02.2019	Meaning and objectives of verification
	09.02.2019	Difference between vouching, verification and valuation
	10.02.2019	Sunday
	11.02.2019	General rules of verification
Week 7	12.02.2019	Assignment :” Vouching is the backbone of auditing”
	13.02.2019	Auditors Duty
	14.02.2019	Verification of different types of assets
	15.02.2019	Verification of different types of liabilities
	16.02.2019	Continue
	17.02.2019	Sunday
	18.02.2019	Valuation: introduction
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Meaning and objectives of valuation
	21.02.2019	Methods of valuation of assets
	22.02.2019	Methods of valuation of Goodwill
	23.02.2019	Valuation of fictitious assets
	24.02.2019	Sunday
	25.02.2019	Class discussions
Week 9	26.02.2019	Test : Varification and valuation of assets
	27.02.2019	Provisions regarding appointment , remuneration , rightsand duties in soleproprietorship concern
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Provisions regarding appointment , remuneration , rights and duties in partnership
	02.03.2019	Provisions regarding appointment , remuneration , rights and duties in company
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Continue
	06.03.2019	Continue
	07.03.2019	Liabilities of auditor
	08.03.2019	Joint Auditors
	09.03.2019	Depreciation : introduction
	10.03.2019	Sunday

	11.03.2019	Continue
Week 11	12.03.2019	Methods of depreciation
	13.03.2019	Depreciation and auditor
	14.03.2019	Provisions: Introduction
	15.03.2019	Reserve : Introduction
	16.03.2019	Continue
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Test : company Auditor
	26.03.2019	Assignment : An auditor is a watchdog and not a bloodhound . Explain the statement?
	27.03.2019	Introduction of profit
	28.03.2019	Continue
	29.03.2019	Introduction of Dividend
	30.03.2019	Continue
	31.03.2019	Sunday
Week 13	01.04.2019	Investor Education and Protection fund
	02.04.2019	Continue
	03.04.2019	Audit Report: Introduction
	04.04.2019	Continue
	05.04.2019	Types of Audit Report
	06.04.2019	Specimens of Audit report
	07.04.2019	Sunday
Week 14	08.04.2019	Audit certificate
	09.04.2019	oral test
	10.04.2019	Introduction of Investigation
	11.04.2019	Difference between auditing and investigation
	12.04.2019	Necessity of investigation
	13.04.2019	Procedure of Investigation
	14.04.2019	Sunday
Week 15	15.04.2019	Types of Investigation
	16.04.2019	Continue
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Investigation on behalf of central government
	19.04.2019	Investigation on behalf of Investors
	20.04.2019	Investigation on behalf of owner of the business
	21.04.2019	Sunday
Week 16	22.04.2019	Investigation by Tax Authority
	23.04.2019	Assignment : Audit Report

	24.04.2019	Test : Investigation
	25.04.2019	Revision
	26.04.2019	Revision
	27.04.2019	Revision
	28.04.2019	Sunday
Week 17	29.04.2019	Revision
	30.04.2019	Revision

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Name of Asst/Associate Professor : Ms. Suman lata Yadav Class & Section: B com (Voc.) 2nd sem D -section Subject: Business management		
	Date	Topics to be covered
Week 1	01.01.2019	Staffing Concept: Introduction, Meaning, Definition And Features Of Staffing
	02.01.2019	Importance Of Staffing, Steps Of Staffing Process
	03.01.2019	Matching Job And People Concept
	04.01.2019	Importance Of Job Analysis Methods & Brief Revision Of The Chapter
	05.01.2019	Recruitment : meaning , definition, process
	06.01.2019	Sunday
	07.01.2019	Internal And External Sources Of Recruitment
Week 2	08.01.2019	Merits And Demerits Of Different Sources Of Recruitment
	09.01.2019	Oral test of chapters : staffing and recruitment
	10.01.2019	Selection: Meaning , Definition And Selection Process Of Employees
	11.01.2019	Process Continue
	12.01.2019	Doubts Session Of Students
	13.01.2019	sunday
	14.01.2019	Training : Meaning, Definition, Nature Of Training
Week 3	15.01.2019	Difference Between Training And Development , Difference Between Training And Education
	16.01.2019	Importance Of Training To Enterprise
	17.01.2019	Importance Of Training To Enterprise
	18.01.2019	On The Job Training Methods
	19.01.2019	Off The Job Training Methods
	20.01.2019	Sunday
	21.01.2019	Principles Of Training And Brief Revision Of Chapter
Week 4	22.01.2019	Revise The Syllabus Of Unit 1
	23.01.2019	Group Discussion By Students On The Topic – On The Job Training Methods V/S Off The Job Training Methods
	24.01.2019	Motivation : introduction , meaning, definition, nature
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Importance and process of motivation

Week 5	29.01.2019	Traditional theories of motivation
	30.01.2019	Maslow's and Hygiene theory of motivation
	31.01.2019	Mc – gregor's theory of motivation
	01.02.2019	Ouchi's z theory of motivation
	02.02.2019	Indian v/s Japanese management system
	03.02.2019	Sunday
	04.02.2019	Techniques of motivation – positive and negative techniques , financial techniques
Week 6	05.02.2019	Non financial motivational techniques
	06.02.2019	Individual and group motivators , extrinsic & intrinsic motivators
	07.02.2019	Problems and principles of motivation and Assignment Techniques of motivation
	08.02.2019	Leadership : meaning , definition , nature
	09.02.2019	Importance of leadership
	10.02.2019	Sunday
	11.02.2019	Functions of leadership
Week 7	12.02.2019	Qualities of a leader
	13.02.2019	Theories of leadership
	14.02.2019	Theories of leadership
	15.02.2019	Motivational and autocratic leadership styles
	16.02.2019	Democratic and free rein leadership styles
	17.02.2019	Sunday
	18.02.2019	Difference between autocratic , democratic and free rein leadership styles and result based leadership styles
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Determinants of leadership styles
	21.02.2019	Leadership as continuum
	22.02.2019	management system of likert
	23.02.2019	test of Management system and revision of the chapter
	24.02.2019	Sunday
	25.02.2019	Test leadership
Week 9	26.02.2019	Doubt clearing session of unit 2
	27.02.2019	Communication : meaning , definition ,features
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Process of communication , importance of communication
	02.03.2019	Formal communication : meaning , features , merits ,demerits

		and types
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Network of formal communication
	06.03.2019	InFormal communication : meaning , features , merits
	07.03.2019	Limitation of informal communication , grapevine communication
	08.03.2019	Difference between formal and informal communication , oral media of communication
	09.03.2019	Barriers to communication
	10.03.2019	Sunday
	11.03.2019	Steps to overcome barriers of communication, essentials of effective communication
Week 11	12.03.2019	Revision of chapter communication
	13.03.2019	Presentation by students on media of communication
	14.03.2019	Controlling : meaning , definition and nature
	15.03.2019	Controlling : meaning , definition and nature
	16.03.2019	Objectives and importance of controlling
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Process of controlling
	26.03.2019	Difficulties and principles of controlling
	27.03.2019	Scope of controlling and its relationship with other functions of management
	28.03.2019	Control techniques: budgetary control techniques – meaning, features, requisites and advantages
	29.03.2019	Disadvantages and process of budgetary control techniques
	30.03.2019	Types of budgets : departmental budget ,master budget , variable and fixed budget
	31.03.2019	Sunday
Week 13	01.04.2019	Breakeven points analysis, stastical data and special; report techniques
	02.04.2019	Internal audit techniques, personal observation
	03.04.2019	modern control techniques – zero based budgeting
	04.04.2019	responsibility accounting techniques, management techniques , MIS
	05.04.2019	Evaluation of programme network analysis
		Assignment
	06.04.2019	Control techniques
07.04.2019	Sunday	
Week 14	08.04.2019	Revision of unit 3
	09.04.2019	Management of change : meaning , resistance to change

	10.04.2019	Nature and causes of change
	11.04.2019	Types of changes , process of planned change and change agent
	12.04.2019	causes of resistance to change and overcome them
	13.04.2019	Emerging horizons of management in changing environment
	14.04.2019	Sunday
Week 15	15.04.2019	Doubts clearing session
	16.04.2019	Revision
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Revision
	19.04.2019	Revision
	20.04.2019	Revision
	21.04.2019	Sunday
Week 16	22.04.2019	Revision
	23.04.2019	Revision
	24.04.2019	Revision
	25.04.2019	Revision
	26.04.2019	Revision
	27.04.2019	Revision
	28.04.2019	Sunday
Week 17	29.04.2019	Revision
	30.04.2019	Revision

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Name of Asst/Associate Professor : Ms. Neeru Siwas Class & Section: B.Com (Voc.) VI Sem (D - Section) Subject: Information Technology In Bussiness		
	Date	Topics to be covered
Week 1	01.01.2019	Practical: Introduction To Adobe Photoshop
	02.01.2019	Information Technology basis, Introduction
	03.01.2019	Information Technology ,Definition ,Advantages & Disadvantages,
	04.01.2019	Present Scenario ,Role Of Information Technology
	05.01.2019	Issues And Challenges In Information Technology
	06.01.2019	Sunday
	07.01.2019	Lab : Introduction To Photoshop, Features
Week 2	08.01.2019	Lab : Introduction To Photoshop, Features Overview Of Software
	09.01.2019	Introduction To Telecommunication
	10.01.2019	Computer Network , Communication Process, Communication Media
	11.01.2019	Types Of Network LAN,WAN , MAN
	12.01.2019	Network Topology , Various Types Of Topology
	13.01.2019	sunday
	14.01.2019	Lab : Features Of Photoshop , Advantages And Disadvantages Of Photoshop
Week 3	15.01.2019	Lab : Explain The Various Of Tools Of Photoshop
	16.01.2019	Network Topology Cont...
	17.01.2019	Test: Information Technology ,Definition ,Advantages & Disadvantages, Issues And Challenges In Information Technology
	18.01.2019	Introduction To Communication System
	19.01.2019	Introduction Of Internet , Requirement Of Internet and Uses
	20.01.2019	Sunday
	21.01.2019	Lab : Photoshop Enviroment Introduction
Week 4	22.01.2019	Practical
	23.01.2019	WWW, Email
	24.01.2019	Introduction To Intranet , Advantages And Disadvantages
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Practical

Week 5	29.01.2019	Practical
	30.01.2019	Introduction To Emerging Trend To IT
	31.01.2019	Introduction To Ecommerce ,Types, Advantages And Disadvantages
	01.02.2019	Explain WWW?, What Is Email , Structure Various Feature Of Email?
	02.02.2019	Mobile Communication ,Advantages And Disadvantages
	03.02.2019	Sunday
	04.02.2019	Practical
Week 6	05.02.2019	Practical
	06.02.2019	Electronic Data Interchange , Features , Advantages And Disadvantages
	07.02.2019	Bluetooth , Global Positioning System , Smartcards
	08.02.2019	Imminent Communication , Imminent Technology
	09.02.2019	Unit II : Introduction of Various Types Of Databases
	10.02.2019	Sunday
	11.02.2019	Practical
Week 7	12.02.2019	Practical
	13.02.2019	Introduction of Various Types Of Databases Cont...
	14.02.2019	Introduction of Various Types Of Databases Cont...
	15.02.2019	Distributed Data Processing, Introduction ,advantages And Disadvantages
	16.02.2019	Introduction to Multimedia and Multimedia System
	17.02.2019	Sunday
	18.02.2019	practical
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Types Of Multimedia Authoring Tool, Advantages and Disadvantages
	21.02.2019	Application Of Multimedia In Market And Education, Types Of Presentation
	22.02.2019	Introduction To Virtual Reality
	23.02.2019	Explain In Brief Bluetooth, Global Positioning System, and Smartcards?
	24.02.2019	Sunday
	25.02.2019	Test: What Is Multimedia And What Are The Types Of Multimedia Authoring Tool, Advantages and Disadvantages
Week 9	26.02.2019	Introduction To New Technology :Introduction To Hyper Media
	27.02.2019	Artificial Intelligence And Business Intelligence
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Knowledge Discovery in Data Base (KDD)
	02.03.2019	Data Ware House And Data Marts Feature Advantages And Disadvantages

	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Practical
	06.03.2019	Introduction To Data Mining ,Process, Advantages And Disadvantages
	07.03.2019	DO
	08.03.2019	Introduction To OLAP ,Process, Advantages And Disadvantages
	09.03.2019	DO
	10.03.2019	Sunday
	11.03.2019	Practical
	12.03.2019	Practical
Week 11	13.03.2019	Test: Explain Data Ware House And Data Marts Feature Advantages And Disadvantages?
	14.03.2019	Introduction To Enterprise Resource Planning(ERP)
	15.03.2019	Reason For Growth Of ERP ,Benefits Of ERP
	16.03.2019	Introduction Supply Chain Management, Evolution ,Elements ,Benefits
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Practical
	26.03.2019	Practical
	27.03.2019	Introduction Customer Relationship Management, Evolution ,Elements ,Benefits Retailers
	28.03.2019	Assinment:Explain Data Mining, Process, Advantages And Disadvantages ?
	29.03.2019	Geographical Information System(GIS)
	30.03.2019	Computer In Business Industry : Account Information System ,Meaning Characteristics
	31.03.2019	Sunday
Week 13	01.04.2019	Practical
	02.04.2019	Practical
	03.04.2019	Management Information System: Meaning , Concept , Input& Output Of MIS
	04.04.2019	Decision Support System
	05.04.2019	Office Automation System
	06.04.2019	Executive Information System
	07.04.2019	Sunday
Week 14	08.04.2019	practical
	09.04.2019	Practical
	10.04.2019	Marketing And Financial Information System
	11.04.2019	Test: Explain Management Information System: Meaning,

		Concept, Input& Output Of MIS, Advantages And Disadvantages?
	12.04.2019	Mobile Computing And Business On Internet: Mobile Computing, Mobile Newspaper
	13.04.2019	Introduction Telecommunication ,Advantages And Disadvantages
	14.04.2019	Sunday
Week 15	15.04.2019	Practical
	16.04.2019	Practical
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Business On Internet: Electronic catalog, Web Advertising
	19.04.2019	Introduction Wireless Mobile Computing ,Advantages And Disadvantages
	20.04.2019	
	21.04.2019	Sunday
Week 16	22.04.2019	Assingment: Explain The Various Management System ?
	23.04.2019	Presentation On Topic: Supply Chain Management, Evolution ,Elements ,Benefits
	24.04.2019	Presentation On Topic: Management Information System: Meaning , Concept , Input& Output Of MIS
	25.04.2019	Presentation On Topic: Account Information System ,
	26.04.2019	Presentation On Topic: Introduction To Data Mining ,Process, Advantages And Disadvantages
	27.04.2019	Revision Unit 1 & II
	28.04.2019	Sunday
Week 17	29.04.2019	File Checking
	30.04.2019	Revision Of Unit III& IV

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Name of Asst/Associate Professor : Ms. Neeru Siwas Class & Section: B.Com Vocational (D+E) Section IV Sem Subject: DBMS -II		
	Date	Topics to be covered
Week 1	01.01.2019	Introduction To Database Management System
	02.01.2019	Basic Concept Database Management System
	03.01.2019	Definitions Of Data Base Management System
	04.01.2019	Lab : Introduction To Power Point Presentation
	05.01.2019	Lab : Explain Various Tools Of Power Point
	06.01.2019	Sunday
	07.01.2019	Introduction To Database Terms Data,
Week 2	08.01.2019	Information , Data Processing
	09.01.2019	Introduction To Database Technologies
	10.01.2019	Internet Database , Features, Advantages And Disadvantages
	11.01.2019	Lab: Perform Various Tools Of Power point
	12.01.2019	Lab: Perform Various Tools Of Power Point cont...
	13.01.2019	sunday
	14.01.2019	Introduction to Web Technology , Web Database , Features, Advantages And Disadvantages
Week 3	15.01.2019	Digital Libraries: Introduction , Components & Application
	16.01.2019	Mobile Databases
	17.01.2019	Data Independence Concept
	18.01.2019	Lab: Perform Various Tools Of Power point Assignment: What Is Internet Database, Features, Advantages And Disadvantages?
	19.01.2019	Lab: Perform Various Tools Of Power Point cont...
	20.01.2019	Sunday
	21.01.2019	Test: What is Digital Libraries, Components & Application?
Week 4	22.01.2019	Physical Data Organization : Introduction , Physical Storage Media
	23.01.2019	Physical Data Organization: Introduction, Physical Storage Media Cont..
	24.01.2019	Explain Various Storage media
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	RAID (Redundant Arrays of Independent Disk) Technology, Advantage and Disadvantage of RAID Technology

Week 5	29.01.2019	RAID (Redundant Arrays of Independent Disk) Technology, Advantage and Disadvantage of RAID Technology Cont...
	30.01.2019	E-R model :- Basic Of E-R Model
	31.01.2019	Conversion Of E-R Model into Tables
	01.02.2019	Lab : Slides ,Animation Introduction ,Practical On Animation And Creating Slides
	02.02.2019	Lab: Introduction of Menus
	03.02.2019	Sunday
	04.02.2019	<i>Assingment:</i> Explain Physical Data Organization? Explain Various Physical Storage
Week 6	05.02.2019	Database Operation In Microsoft Access: Introduction , Features, Advantages And Disadvantages
	06.02.2019	Creating Tables
	07.02.2019	Creating Forms
	08.02.2019	Lab: Creating Tables
	09.02.2019	Lab: Creating Forms
	10.02.2019	Sunday
	11.02.2019	Creating Simple Query
Week 7	12.02.2019	Types Of Query
	13.02.2019	Modifying A Query
	14.02.2019	What Is E-R Model? Conversion Of E-R Model Into Tables
	15.02.2019	Lab: Creating Simple Query
	16.02.2019	Lab: Modifying A Query
	17.02.2019	Sunday
	18.02.2019	Creating Sub queries
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Retrieval Of Sub queries
	21.02.2019	Deletion Of Sub queries
	22.02.2019	Lab : Creating Sub queries, Retrieval Of Sub queries
	23.02.2019	Lab: Retrieval Of Sub queries Contd...
	24.02.2019	Sunday
	25.02.2019	Test: What Is E-R Model? Conversion Of E-R Model Into Tables ?
Week 9	26.02.2019	Assingment: Explain RAID (Redundant Arrays of Independent Disk) Technology, Advantage and Disadvantage of RAID Technology?
	27.02.2019	Decision Support System (DSS): History Of DSS, Characteristics
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Lab: Deletion Of Sub queries
	02.03.2019	Lab: Deletion Of Sub queries Contd...

	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Decision Support System (DSS): History Of DSS, Characteristics Contd..
	06.03.2019	Benefits Of Decision Support System,
	07.03.2019	Components Of DSS
	08.03.2019	Lab : Introduction To Visual basic & Its Elements
	09.03.2019	Lab: Write a program to display text in textbox using 3 buttons.
	10.03.2019	Sunday
	11.03.2019	Operational Data Versus DSS Data
	Week 11	12.03.2019
13.03.2019		Data Ware Housing : Introduction , Evolution ,Component
14.03.2019		Benefits And Limitation Of Data Warehousing
15.03.2019		Lab : Introduction To Visual basic & Its Elements
16.03.2019		Lab: Write a program to display text in textbox using 3 buttons.
17.03.2019		Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Data Mining : Introduction ,Goals
	26.03.2019	Data Mining Tools And Applications
	27.03.2019	Process Of Data Mining
	28.03.2019	Test: What Is Data Ware Housing? Explain Its features, Advantages And Limitation Of Data Warehousing?
	29.03.2019	Lab: Write a program to display the color using 1 textbox and 4 buttons
	30.03.2019	Lab: Write A Program To Display Text In MsgBox Using Labels
	31.03.2019	Sunday
Week 13	01.04.2019	What Is DSS? Explain Benefits Of Decision Support System?
	02.04.2019	What are the Components Of DSS
	03.04.2019	Advance Data Base Model : Introduction
	04.04.2019	Introduction to Record Database Model, Feature, Advantages And Disadvantages
	05.04.2019	Lab: Write a program to display a arithmetic operations of two digits with three textbox
	06.04.2019	Lab: File Checking, Practical Perform on the previous Topic
	07.04.2019	Sunday
Week 14	08.04.2019	Introduction to Object Database Model Feature, Advantages And Disadvantages
	09.04.2019	Introduction to Physical Database Model, Feature, Advantages And Disadvantages
	10.04.2019	Introduction to Network Database Model, Feature, Advantages And Disadvantages

	11.04.2019	Introduction to Relational Database Model, Feature, Advantages And Disadvantages
	12.04.2019	Lab : Write a program to display arithmetic operations of two digits with two text box and one message box
	13.04.2019	Lab: Write a program to display total of marks of a student with five textbox and two buttons.
	14.04.2019	Sunday
Week 15	15.04.2019	Introduction to Object Oriented Database Model, Feature, Advantages And Disadvantages
	16.04.2019	Comparison Between Various Data Base Models
	17.04.2019	Mahaveer Jayanti
	18.04.2019	What Is Data Base Security, Types Of Data Base failure, Types of Recovery? Types Of Data Base Security Issue
	19.04.2019	Test: Introduction to Relational Database Model, Feature, Advantages And Disadvantages
	20.04.2019	Lab: Write a program to display total and percentage of marks of a student with five textbox and two buttons.
	21.04.2019	Sunday
Week 16	22.04.2019	Audit Trails, Firewalls
	23.04.2019	Introduction To Cryptography : Data Encryption Data Decryption
	24.04.2019	Authorization and Authentication
	25.04.2019	Revision Of Unit I
	26.04.2019	Revision Of Unit II
	27.04.2019	Lab : File Checking
	28.04.2019	Sunday
Week 17	29.04.2019	Revision Of Unit III
	30.04.2019	Revision Of Unit IV Important Topic Discussion

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Name of Asst/Associate Professor : Ms. Neeru Siwas Class & Section: B.Com Vocational VIth sem (E -section) Subject: Information Technology In Business		
	Date	Topics to be covered
Week 1	01.01.2019	Information Technology basis, Introduction
	02.01.2019	Information Technology ,Definition ,Advantages & Disadvantages, Issues And Challenges In Information Technology
	03.01.2019	Present Scenario ,Role Of Information Technology
	04.01.2019	Lab : Introduction To Photoshop, Features
	05.01.2019	Lab : Introduction To Photoshop, Features Overview Of Software
	06.01.2019	Sunday
	07.01.2019	Introduction To Telecommunication
Week 2	08.01.2019	Computer Network , Communication Process, Communication Media
	09.01.2019	Types Of Network LAN,WAN , MAN
	10.01.2019	Network Topology , Various Types Of Topology
	11.01.2019	Lab : Features Of Photoshop , Advantages And Disadvantages Of Photoshop
	12.01.2019	Lab : Explain The Various Of Tools Of Photoshop
	13.01.2019	sunday
	14.01.2019	Network Topology Cont...
Week 3	15.01.2019	Test: Information Technology ,Definition ,Advantages & Disadvantages, Issues And Challenges In Information Technology
	16.01.2019	Introduction To Communication System
	17.01.2019	Introduction Of Internet , Requirement Of Internet and Uses
	18.01.2019	Lab : Photoshop Enviroment Introduction
	19.01.2019	Practical
	20.01.2019	Sunday
	21.01.2019	WWW, Email
Week 4	22.01.2019	Introduction To Intranet , Advantages And Disadvantages
	23.01.2019	Introduction To Emerging Trend To IT
	24.01.2019	Introduction To Ecommerce ,Types, Advantages And Disadvantages
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday

	28.01.2019	Explain WWW?, What Is Email , Structure Various Feature Of Email?
Week 5	29.01.2019	Mobile Communication ,Advantages And Disadvantages
	30.01.2019	Electronic Data Interchange , Features , Advantages And Disadvantages
	31.01.2019	Bluetooth , Global Positioning System , Smartcards
	01.02.2019	Lab
	02.02.2019	Lab
	03.02.2019	Sunday
	04.02.2019	Imminent Communication , Imminent Technology
Week 6	05.02.2019	Unit II : Introduction of Various Types Of Databases
	06.02.2019	Introduction of Various Types Of Databases Cont...
	07.02.2019	Introduction of Various Types Of Databases Cont...
	08.02.2019	Lab
	09.02.2019	Lab
	10.02.2019	Sunday
	11.02.2019	Distributed Data Processing, Introduction ,advantages And Disadvantages
Week 7	12.02.2019	Introduction to Multimedia and Multimedia System
	13.02.2019	Types Of Multimedia Authoring Tool, Advantages and Disadvantages
	14.02.2019	Application Of Multimedia In Market And Education, Types Of Presentation
	15.02.2019	Lab
	16.02.2019	Lab
	17.02.2019	Sunday
	18.02.2019	Introduction To Virtual Reality
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Explain In Brief Bluetooth, Global Positioning System, and Smartcards?
	21.02.2019	Test: What Is Multimedia And What Are The Types Of Multimedia Authoring Tool, Advantages and Disadvantages ?
	22.02.2019	Lab
	23.02.2019	Lab
	24.02.2019	Sunday
	25.02.2019	Introduction To New Technology :Introduction To Hyper Media
Week 9	26.02.2019	Artificial Intelligence And Business Intelligence
	27.02.2019	Knowledge Discovery in Data Base (KDD)
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Lab
	02.03.2019	Lab

	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Data Ware House And Data Marts Feature Advantages And Disadvantages
	06.03.2019	Introduction To Data Mining ,Process, Advantages And Disadvantages
	07.03.2019	Introduction To OLAP ,Process, Advantages And Disadvantages
	08.03.2019	Lab
	09.03.2019	Lab
	10.03.2019	Sunday
	11.03.2019	Test: Explain Data Ware House And Data Marts Feature Advantages And Disadvantages?
	Week 11	12.03.2019
13.03.2019		Reason For Growth Of ERP ,Benefits Of ERP
14.03.2019		Introduction Supply Chain Management, Evolution ,Elements ,Benefits
15.03.2019		Lab
16.03.2019		Lab
17.03.2019		Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12		25.03.2019
	26.03.2019	Assinment:Explain Data Mining, Process, Advantages And Disadvantages ?
	27.03.2019	Geographical Information System(GIS)
	28.03.2019	Computer In Business Industry : Account Information System ,Meaning Characteristics
	29.03.2019	Lab
	30.03.2019	Lab
	31.03.2019	Sunday
Week 13	01.04.2019	Management Information System: Meaning , Concept , Input& Output Of MIS
	02.04.2019	Decision Support System
	03.04.2019	Office Automation System
	04.04.2019	Executive Information System
	05.04.2019	Lab
	06.04.2019	Lab
	07.04.2019	Sunday
Week 14	08.04.2019	Marketing And Financial Information System
	09.04.2019	Test: Explain Management Information System: Meaning, Concept, Input& Output Of MIS, Advantages And Disadvantages?

	10.04.2019	Mobile Computing And Business On Internet: Mobile Computing, Mobile Newspaper
	11.04.2019	Introduction Telecommunication ,Advantages And Disadvantages
	12.04.2019	Lab
	13.04.2019	Lab
	14.04.2019	Sunday
Week 15	15.04.2019	Business On Internet: Electronic catalog, Web Advertising
	16.04.2019	Introduction Wireless Mobile Computing ,Advantages And Disadvantages
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Assingment: Explain The Various Management System ?
	19.04.2019	Lab
	20.04.2019	Lab
	21.04.2019	Sunday
Week 16	22.04.2019	Presentation On Topic: Supply Chain Management, Evolution ,Elements ,Benefits
	23.04.2019	Presentation On Topic: Management Information System: Meaning , Concept , Input& Output Of MIS
	24.04.2019	Presentation On Topic: Account Information System ,
	25.04.2019	Presentation On Topic: Introduction To Data Mining ,Process, Advantages And Disadvantages
	26.04.2019	Revision Unit 1 , File Checking
	27.04.2019	Revision Unit 2, File Checking
	28.04.2019	Sunday
Week 17	29.04.2019	Revision Unit 3, File Checking
	30.04.2019	Revision Unit 4, File Checking

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Name of Asst/Associate Professor : UMA SHARMA Class & Section: B.COM(C.A.) IIND SEMESTER, SEC- D+E Subject: BUSINESS MATHEMATICS		
	Date	Topics to be covered
Week 1	01.01.2019	<i>Introduction of matrix – Unit 1</i>
	02.01.2019	Definition and types of matrix
	03.01.2019	Algebra of matrix
	04.01.2019	Question based on matrix
	05.01.2019	Multiplication and division of matrix
	06.01.2019	Sunday
	07.01.2019	Question based on it
Week 2	08.01.2019	<i>Introduction of Determinants</i>
	09.01.2019	Calculation of Determinants
	10.01.2019	Question based on it
	11.01.2019	Assignment based on it
	12.01.2019	Adjoint of a matrix
	13.01.2019	sunday
	14.01.2019	Elementary row operation
Week 3	15.01.2019	<i>Elementary column operation</i>
	16.01.2019	Finding inverse through adjoint of a matrix
	17.01.2019	Finding inverse through elementary operation
	18.01.2019	Define linear equation
	19.01.2019	Finding solution of linear equation using matrix
	20.01.2019	Sunday
	21.01.2019	Solve linear equation by matrix method
Week 4	22.01.2019	Solve linear equation by cremer's rule
	23.01.2019	Test of Unit -1
	24.01.2019	Unit -2 Differentiation
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	<i>Definition of differentiation</i>
Week 5	29.01.2019	Formulae of differentiation
	30.01.2019	Question based on it
	31.01.2019	Question based on differentiation

	01.02.2019	<i>Exercise problem</i>
	02.02.2019	Application of differentiation
	03.02.2019	Sunday
	04.02.2019	<i>Formulae based on it</i>
Week 6	05.02.2019	Exercise problem
	06.02.2019	<i>Continued..</i>
	07.02.2019	<i>Continued..</i>
	08.02.2019	Continued..
	09.02.2019	Test
	10.02.2019	Sunday
	11.02.2019	Unit-3 Compound Interest
Week 7	12.02.2019	<i>Introduction of Compound interest</i>
	13.02.2019	Definition of compound interest
	14.02.2019	Types of compound interest
	15.02.2019	Formulae of compound interest
	16.02.2019	Exercise on compound interest
	17.02.2019	Sunday
	18.02.2019	<i>Problem on compound interest</i>
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Continued...
	21.02.2019	Continued..
	22.02.2019	Different types of interest rate
	23.02.2019	Exercise problem
	24.02.2019	Sunday
	25.02.2019	Assignment of compound interest
Week 9	26.02.2019	Annuities
	27.02.2019	<i>Introduction of annuities</i>
	28.02.2019	Maharishi DayanandSaraswati Jayanti
	01.03.2019	Definition of annuities
	02.03.2019	Types of annuities
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Present value of annuities
	06.03.2019	Question based on present value
	07.03.2019	<i>Amount of sum of annuities</i>
	08.03.2019	Question based on it
	09.03.2019	Continued...
	10.03.2019	Sunday

	11.03.2019	Continuous compound of annuities
Week 11	12.03.2019	Question based on it
	13.03.2019	<i>Exercise problem</i>
	14.03.2019	Continued..
	15.03.2019	Case of continuous compound
	16.03.2019	Exercise problem
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Assignment of annuities
	26.03.2019	Test of annuities
	27.03.2019	Problem sum
	28.03.2019	Unit - 4 Ratio and Proportions
	29.03.2019	Definition of ratio
	30.03.2019	Formulae based on ratio
	31.03.2019	Sunday
Week 13	01.04.2019	Antecedent and consequent
	02.04.2019	Problems based on ratio
	03.04.2019	Exercise Problem
	04.04.2019	Introduction of proportion
	05.04.2019	Formulae of proportion
	06.04.2019	Find mean proportion
	07.04.2019	Sunday
Week 14	08.04.2019	Find 3 rd and 4 th Proportion
	09.04.2019	Problem based on proportion
	10.04.2019	Describe componendo and dividendo rules
	11.04.2019	Exercise problem
	12.04.2019	Introduction of percentage
	13.04.2019	Way to find percentage
	14.04.2019	Sunday
Week 15	15.04.2019	Problem based on it
	16.04.2019	Introduction of profit and loss
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Definition of profit and loss
	19.04.2019	Definition of cost price and selling price
	20.04.2019	Find profit percentage
	21.04.2019	Sunday
Week 16	22.04.2019	Find Loss percentage
	23.04.2019	Question based on it

	24.04.2019	Exercise problem
	25.04.2019	Test of Unit 4
	26.04.2019	Revision
	27.04.2019	Revision
	28.04.2019	Sunday
Week 17	29.04.2019	Revision
	30.04.2019	Revision

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Name of Asst/Associate Professor : Ms. Yashika Class & Section: B.Com. (C.A) (IV) sem (2- Section) Subject: BRF		
	Date	Topics to be covered
Week 1	01.01.2019	Introduction to syllabus
	02.01.2019	Indian partnership Act, 1932
	03.01.2019	Characteristics of partnership
	04.01.2019	Touchstone of partnership
	05.01.2019	Partnership Deed
	06.01.2019	Sunday
	07.01.2019	Kinds of partnership
Week 2	08.01.2019	Rights and duties of partners
	09.01.2019	Relation of partner to third party
	10.01.2019	Types of partners
	11.01.2019	Minor partner
	12.01.2019	Reconstitution of partnership firm
	13.01.2019	sunday
	14.01.2019	Dissolution of firm
Week 3	15.01.2019	Rights and duties of partners on dissolution
	16.01.2019	Settlement of accounts after dissolution
	17.01.2019	Registration of partnership firm
	18.01.2019	Advantages of registration
	19.01.2019	Revision
	20.01.2019	Sunday
	21.01.2019	Class test: Partnership Act
Week 4	22.01.2019	Negotiable instruments Act, 1881
	23.01.2019	Characteristics and presumptions
	24.01.2019	Kinds of negotiable instruments
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Promissory Note
Week 5	29.01.2019	Bills of exchange
	30.01.2019	Kinds of bills of exchange
	31.01.2019	Cheque

	01.02.2019	Comparison between cheque, BOE & promissory note
	02.02.2019	Island and Foreign Instruments
	03.02.2019	Sunday
	04.02.2019	Maturity of instruments
Week 6	05.02.2019	Parties to negotiable instruments
	06.02.2019	Holder of a negotiable instruments
	07.02.2019	Special privileges of holder in due course
	08.02.2019	Payment in due course
	09.02.2019	Capacity of parties
	10.02.2019	Sunday
	11.02.2019	Liability of parties to negotiable instrument
Week 7	12.02.2019	Negotiation
	13.02.2019	Endorsement
	14.02.2019	Acceptance
	15.02.2019	Acceptance and payment for honor
	16.02.2019	Presentation
	17.02.2019	Sunday
	18.02.2019	Discharge of parties from liability
Week 8	19.02.2019	Guru RavidasJayanti
	20.02.2019	Dishonor
	21.02.2019	Noting and protesting
	22.02.2019	Hundi
	23.02.2019	Class test: Endorsement
	24.02.2019	Sunday
	25.02.2019	Sale of goods Act, 1930
Week 9	26.02.2019	Contract of sale
	27.02.2019	Sale and agreement to sell
	28.02.2019	Maharishi DayanandSaraswatiJayanti
	01.03.2019	Contract of sale Vs. other contracts
	02.03.2019	Subject matter of contract of sale of goods
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Destruction of goods
	06.03.2019	Price
	07.03.2019	Conditions and warranties
	08.03.2019	Implied conditions
	09.03.2019	Implied warranties
	10.03.2019	Sunday

	11.03.2019	Doctrine of caveat emptor
Week 11	12.03.2019	Meaning of transfer of title
	13.03.2019	Appropriation of goods
	14.03.2019	Exceptions to transfer of title
	15.03.2019	Delivery of goods
	16.03.2019	Rights and duties of buyer
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Unpaid seller: Meaning
	26.03.2019	Rights against goods
	27.03.2019	Rights against buyer
	28.03.2019	Sale by auction
	29.03.2019	Right to information Act, 2005
	30.03.2019	Features of RTI
	31.03.2019	Sunday
Week 13	01.04.2019	Procedure of obtaining information
	02.04.2019	Appeals
	03.04.2019	Exemptions from disclosure of information
	04.04.2019	The central information commission
	05.04.2019	To continue
	06.04.2019	Sale of goods
	07.04.2019	Sunday
Week 14	08.04.2019	Sale of goods
	09.04.2019	The state information commission
	10.04.2019	Functions and powers of information commission
	11.04.2019	Functions and powers of information commission – continued
	12.04.2019	Salary and allowances
	13.04.2019	Salary and allowances – continued
	14.04.2019	Sunday
Week 15	15.04.2019	Obligations of public authorities
	16.04.2019	Obligations of public authorities – continued
	17.04.2019	MahaveerJayanti
	18.04.2019	Duties of public information officer
	19.04.2019	revision
	20.04.2019	Test of unit 4
	21.04.2019	Sunday
Week 16	22.04.2019	Revision
	23.04.2019	Revision

	24.04.2019	Revision
	25.04.2019	Revision
	26.04.2019	Revision
	27.04.2019	Revision
	28.04.2019	Sunday
Week 17	29.04.2019	
	30.04.2019	

K.L Mehta Dayanand College For Women, Faridabad
Lesson plan (Jan-Apr 2019)

Name of Asst/Associate Professor :Ms.YASHIKA
Class & Section: B.COM (C.A) – (2- Section) IV Sem
Subject: BUSINESS STATISTICS

	Date	Topics to be covered
Week 1	01.01.2019	Index no.-1 Introduction, definition, uses, limitations, Types , problems
	02.01.2019	Methods 1) Simple or unweighted index numbers Simple aggregate method Simple avg of price relative
	03.01.2019	Weighted index number , Weighted avg of price relative method & quality index number & value index number
	04.01.2019	Tests of adequacy of index number
	05.01.2019	Index number –II Introduction , chain base index number
	06.01.2019	Sunday
	07.01.2019	Fixed base index number
Week 2	08.01.2019	Base conversion
	09.01.2019	Base shifting, splicing, & deflating of index number
	10.01.2019	Consumer price index or cost of living index number
	11.01.2019	Continue
	12.01.2019	DOUBTS
	13.01.2019	Sunday
	14.01.2019	DOUBTS
Week 3	15.01.2019	Test(index number) weighted index number Assignment : test of adequacy of index number
	16.01.2019	Time series analysis Introduction, meaning, definition, utility
	17.01.2019	Components, Analysis, Methods(Free hand curve)
	18.01.2019	Semi Average method
	19.01.2019	Moving Average method
	20.01.2019	Sunday
	21.01.2019	Continue
Week 4	22.01.2019	Continue
	23.01.2019	Least square method (Direct Short Cut Method)
	24.01.2019	Continue
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day

	27.01.2019	Sunday
	28.01.2019	<i>Continue</i>
Week 5	29.01.2019	Time Series Analysis II Introduction (measurement of seasonal variation) 1) Method of simple average Method of moving average
	30.01.2019	1) Ratio to moving average Ratio to trend method
	31.01.2019	1) Link relative method Deseasonalisation of data
	01.02.2019	Doubts
	02.02.2019	assignment
	03.02.2019	Sunday
	04.02.2019	Probability Introduction, Basic concepts
	05.02.2019	Definition, importance
	06.02.2019	Probability scale
Week 6	07.02.2019	Combination theory & uses
	08.02.2019	Additional theorem
	09.02.2019	continue
	10.02.2019	Sunday
	11.02.2019	Multiplication theorem
	12.02.2019	Continue
	13.02.2019	Combined theorem
Week 7	14.02.2019	Continue
	15.02.2019	continue
	16.02.2019	Continue
	17.02.2019	Sunday
	18.02.2019	Mathematical expectation
	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Continue
Week 8	21.02.2019	Continue
	22.02.2019	Bayes theorem
	23.02.2019	continue
	24.02.2019	Sunday
	25.02.2019	Continue..
	26.02.2019	Doubts
	27.02.2019	Test: bayes theorem
Week 9	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Assignment : theorem

	02.03.2019	Probability Distribution—Binomial & poisson distribution 1) Observed frequency distribution 2) Theoretical or probability distribution
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Uses of theoretical frequency distribution
	06.03.2019	Types of theoretical distribution
	07.03.2019	1) Binomial
	08.03.2019	Practical problems
	09.03.2019	Practical problems
	10.03.2019	Sunday
	11.03.2019	Poisson distribution
Week 11	12.03.2019	Practical problems
	13.03.2019	Practical problems
	14.03.2019	Doubt classes
	15.03.2019	Test- binomial Assignments: poisson
	16.03.2019	Introduction: Probability distribution- normal distribution, definition
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	
	26.03.2019	Assumptions, properties
	27.03.2019	Assumptions, properties
	28.03.2019	Importance, Relation among binomial poisson & normal
	29.03.2019	Application of normal distribution 1) Finding areas when mean & standard deviation of normal variate given
	30.03.2019	Continue..
	31.03.2019	Sunday
Week 13	01.04.2019	Application of normal distribution 2) Finding areas when mean & standard deviation of normal variate given
	02.04.2019	Continue..
	03.04.2019	Finding mean & standard deviation when area under normal curve is given
	04.04.2019	Finding minimum & maximum score among the highest & lowest group
	05.04.2019	Continue..
	06.04.2019	Fitting of normal curve 1) Ordinate method
	07.04.2019	Sunday

Week 14	08.04.2019	Practical problems
	09.04.2019	Area method
	10.04.2019	Practical method
	11.04.2019	Practical problems
	12.04.2019	Doubts
	13.04.2019	Doubts
	14.04.2019	Sunday
Week 15	15.04.2019	Practical problems
	16.04.2019	Area method
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Practical problems
	19.04.2019	Practical method
	20.04.2019	Practical problems
	21.04.2019	Sunday
Week 16	22.04.2019	Continue
	23.04.2019	Revision time series analysis-I
	24.04.2019	Revision Time series analysis-II
	25.04.2019	Continue..
	26.04.2019	Continue
	27.04.2019	Test
	28.04.2019	Sunday
Week 17	29.04.2019	Doubts
	30.04.2019	Doubts

Name of Asst/Associate Professor : Ms. SHOBHA CHAWLA
Class & Section: B.Com (C.A) IV sem (2 sections)
Subject: Structured Programming & Computer Graphics II

	Date	Topics to be covered
Week 1	01.01.2019	Introduction to 'C' language, Programming rules, Executing the program
	02.01.2019	Data types
	03.01.2019	Constants, Variables
	04.01.2019	Operators
	05.01.2019	If else statement
	06.01.2019	Sunday
	07.01.2019	Practical
Week 2	08.01.2019	Practical
	09.01.2019	Nested if , If else ladder
	10.01.2019	Switch case
	11.01.2019	While loop, Nested while
	12.01.2019	For loop, Nested for
	13.01.2019	Sunday
	14.01.2019	Practical
Week 3	15.01.2019	Practical
	16.01.2019	Break statement, Continue statement
	17.01.2019	Do while, GoTo Statement
	18.01.2019	Structured programming- meaning & its components
	19.01.2019	Advantages & Disadvantages of structured programming
	20.01.2019	Sunday
	21.01.2019	Test
Week 4	22.01.2019	Practical
	23.01.2019	Scanf()
	24.01.2019	Printf()
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday

	28.01.2019	Practical
Week 5	29.01.2019	Practical
	30.01.2019	Revisiting of Array (Revision)
	31.01.2019	Pointer definition & declaration
	01.02.2019	Operations on pointer
	02.02.2019	Programs on pointer
	03.02.2019	Sunday
	04.02.2019	Practical
	Week 6	05.02.2019
06.02.2019		Array of pointers
07.02.2019		Functions definition & advantages
08.02.2019		Function prototype
09.02.2019		Function calling
10.02.2019		Sunday
11.02.2019		Test
Week 7	12.02.2019	Practical
	13.02.2019	Programs on functions
	14.02.2019	Passing parameters
	15.02.2019	Call by value & Call by reference
	16.02.2019	Scope rules of functions
	17.02.2019	Sunday
	18.02.2019	Practical
		<i>Assignment</i>
Week 8	19.02.2019	Guru RavidasJayanti
	20.02.2019	Recursion
	21.02.2019	Programs on recursion
	22.02.2019	Program development in C
	23.02.2019	Compiler & Interpreter
	24.02.2019	Sunday
	25.02.2019	Practical
Week 9	26.02.2019	Practical

	27.02.2019	Formatted console functions
	28.02.2019	Maharishi DayanandSaraswatiJayanti
	01.03.2019	Unformatted console functions
	02.03.2019	Structures- definition & declaration
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Practical
	06.03.2019	Input & Output of Structure
	07.03.2019	Accessing structure elements
	08.03.2019	How structure elements are stored
	09.03.2019	Structure within structures
	10.03.2019	Sunday
	11.03.2019	Practical
Week 11	12.03.2019	Test
	13.03.2019	Unions- definition & declaration
	14.03.2019	Unions of structures
	15.03.2019	Difference between union & structure
	16.03.2019	Programs on structure & unions
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Practical
	26.03.2019	Practical
	27.03.2019	Sequential search
	28.03.2019	Binary search
	29.03.2019	Difference between while, do while or for loop
	30.03.2019	Introduction to Computer Graphics & its definition
	31.03.2019	Sunday
Week 13	01.04.2019	Practical
	02.04.2019	Practical
	03.04.2019	Types of Computer graphics
	04.04.2019	Applications of computer graphics CAD, presentation graphics
	05.04.2019	Computer Art, Entertainment, Education & Training, Visualization, Image processing, GUI

	06.04.2019	Terminologies of computer graphics
	07.04.2019	Sunday
Week 14	08.04.2019	Practical
	09.04.2019	Practical
	10.04.2019	Display Devices CRT monitor
	11.04.2019	LCD monitor
	12.04.2019	Plasma & LED
	13.04.2019	Raster Scan Display method
	14.04.2019	Sunday
	Week 15	15.04.2019
16.04.2019		Practical
17.04.2019		MahaveerJayanti
18.04.2019		Random Scan Display method
19.04.2019		Input devices for interactive graphics Keyboard, Mouse, Light pen
20.04.2019		Data glove, Graphics tablet, Scanner, Microphone
21.04.2019		Sunday
Week 16	22.04.2019	Practical
	23.04.2019	Practical
	24.04.2019	Programmers Model of Interactive graphics system
	25.04.2019	Storage format for pictures gif, jpeg
	26.04.2019	Bmp, png , tiff format
	27.04.2019	Revision
	28.04.2019	Sunday
Week 17	29.04.2019	Revision
	30.04.2019	Revision

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Name of Asst/Associate Professor : Ms. SHOBHA CHAWLA Class & Section: B.Com(C.A) II Sem (1 section) Subject: Operating System & Business Data Processing -II		
	Date	Topics to be covered
Week 1	01.01.2019	Data processing system- Data, Information and Data processing
	02.01.2019	Data processing activities
	03.01.2019	Characteristics & needs of information
	04.01.2019	Data processing cycle
	05.01.2019	Data storage hierarchy
	06.01.2019	Sunday
	07.01.2019	Practical- MS Access & use in business application
Week 2	08.01.2019	Practical- Concept of field, records and files
	09.01.2019	File Management system
	10.01.2019	File types
	11.01.2019	File utilities file sorting, searching
	12.01.2019	Merging, copying utility
	13.01.2019	Sunday
	14.01.2019	Practical - Creation of database
Week 3	15.01.2019	Practical
	16.01.2019	Printing, Maintenance Utility
	17.01.2019	Traditional File processing activity
	18.01.2019	Database, Characteristics, Operations on database
	19.01.2019	Objectives of Database system Advantage & Disadvantage of database system.
	20.01.2019	Database Management system
	21.01.2019	Practical- Creation of table using design view
Week 4	22.01.2019	Test
	23.01.2019	Components of database system
	24.01.2019	Advantage & Disadvantage of database system.
	25.01.2019	Sir Chottu Ram Jayanti

	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Practical- Designing Queries
Week 5	29.01.2019	Practical
	30.01.2019	Data dictionary
	31.01.2019	Database Administrator
	01.02.2019	Revision
	02.02.2019	Components of DBMS DDL compiler, DML compiler & Query optimizer, Data Manager
	03.02.2019	Sunday
	04.02.2019	Practical- Queries with criteria
	Week 6	05.02.2019
06.02.2019		Report generator, Query Language, Application generators, User Interface
07.02.2019		Functions of DBMS
08.02.2019		Continue
09.02.2019		Data Independence
10.02.2019		Sunday
11.02.2019		Practical - Queries with sorting
Week 7		12.02.2019
	13.02.2019	Architecture of DBMS
	14.02.2019	Terminologies of database
	15.02.2019	Various keys in DBMS primary key, foreign key
	16.02.2019	Candidate key, Alternate key, super key
	17.02.2019	Sunday
	18.02.2019	Test
	Week 8	19.02.2019
20.02.2019		Database Model
21.02.2019		Hierarchical model
22.02.2019		Advantages & Disadvantages of Hierarchical model
23.02.2019		Network model
24.02.2019		Sunday
25.02.2019		Practical - Sorting & Searching records
Week 9	26.02.2019	Practical
	27.02.2019	Advantages & Disadvantages of Network model
	28.02.2019	Maharishi DayanandSaraswatiJayanti
		Assignment

	01.03.2019	Relational model
	02.03.2019	Advantages & Disadvantages of Relational model
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Practical- Designing reports
	06.03.2019	Difference between hierarchical, network and relational model
	07.03.2019	Creating & Using database
	08.03.2019	Defining structure of database
	09.03.2019	Designing forms
	10.03.2019	Sunday
	11.03.2019	Practical- Reports using wizard
Week 11	12.03.2019	Practical
	13.03.2019	Entering data
	14.03.2019	Viewing, Modifying of records
	15.03.2019	Deleting & Adding records
	16.03.2019	Spreadsheet and its Business applications
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Practical
	26.03.2019	Test
	27.03.2019	Features of spreadsheet
	28.03.2019	Creating a workbook & saving a worksheet
	29.03.2019	Creating table
	30.03.2019	Built in functions- Mathematical functions
	31.03.2019	Sunday
		Assignment
Week 13	01.04.2019	Practical
	02.04.2019	Practical
	03.04.2019	Text functions
	04.04.2019	Date & Time functions
	05.04.2019	Statistical functions
	06.04.2019	Revision
	07.04.2019	Sunday

Week 14	08.04.2019	Practical
	09.04.2019	Practical
	10.04.2019	Converting table into graph
	11.04.2019	Types of graph
	12.04.2019	Continue
	13.04.2019	Continue
	14.04.2019	Sunday
Week 15	15.04.2019	Practical
	16.04.2019	Practical
	17.04.2019	MahaveerJayanti
	18.04.2019	Basic of data arrangement & access
	19.04.2019	Identification of relevant data
	20.04.2019	Evaluation of database technology
	21.04.2019	Sunday
Week 16	22.04.2019	Practical
	23.04.2019	Practical
	24.04.2019	Databases the modern approach
	25.04.2019	Databases the modern approach
	26.04.2019	Revision
	27.04.2019	Revision
	28.04.2019	Sunday
Week 17	29.04.2019	Revision
	30.04.2019	Revision

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Lesson plan (Jan-Apr 2019)

Name of Asst/Associate Professor : Ms. Poonam Arora
Class & Section: B.Com(C.A) II Sem (1 section)
Subject: Operating System & Business Data Processing -II

	Date	Topics to be covered
Week 1	01.01.2019	Data processing system- Data, Information and Data processing
	02.01.2019	Data processing activities
	03.01.2019	Characteristics & needs of information
	04.01.2019	Data processing cycle
	05.01.2019	Data storage hierarchy
	06.01.2019	Sunday
	07.01.2019	Practical- MS Access & use in business application
Week 2	08.01.2019	Practical- Concept of field, records and files
	09.01.2019	File Management system
	10.01.2019	File types
	11.01.2019	File utilities file sorting, searching
	12.01.2019	Merging, copying utility
	13.01.2019	Sunday
	14.01.2019	Practical - Creation of database
Week 3	15.01.2019	Practical
	16.01.2019	Printing, Maintenance Utility
	17.01.2019	Traditional File processing activity
	18.01.2019	Database, Characteristics, Operations on database
	19.01.2019	Objectives of Database system Advantage & Disadvantage of database system.
	20.01.2019	Database Management system
	21.01.2019	Practical- Creation of table using design view
Week 4	22.01.2019	Test
	23.01.2019	Components of database system
	24.01.2019	Advantage & Disadvantage of database system.
	25.01.2019	Sir Chottu Ram Jayanti

	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Practical- Designing Queries
Week 5	29.01.2019	Practical
	30.01.2019	Data dictionary
	31.01.2019	Database Administrator
	01.02.2019	Revision
	02.02.2019	Components of DBMS DDL compiler, DML compiler & Query optimizer, Data Manager
	03.02.2019	Sunday
	04.02.2019	Practical- Queries with criteria
	Week 6	05.02.2019
06.02.2019		Report generator, Query Language, Application generators, User Interface
07.02.2019		Functions of DBMS
08.02.2019		Continue
09.02.2019		Data Independence
10.02.2019		Sunday
11.02.2019		Practical - Queries with sorting
Week 7		12.02.2019
	13.02.2019	Architecture of DBMS
	14.02.2019	Terminologies of database
	15.02.2019	Various keys in DBMS primary key, foreign key
	16.02.2019	Candidate key, Alternate key, super key
	17.02.2019	Sunday
	18.02.2019	Test
	Week 8	19.02.2019
20.02.2019		Database Model
21.02.2019		Hierarchical model
22.02.2019		Advantages & Disadvantages of Hierarchical model
23.02.2019		Network model
24.02.2019		Sunday
25.02.2019		Practical - Sorting & Searching records
Week 9	26.02.2019	Practical
	27.02.2019	Advantages & Disadvantages of Network model
	28.02.2019	Maharishi DayanandSaraswatiJayanti
		Assignment

	01.03.2019	Relational model
	02.03.2019	Advantages & Disadvantages of Relational model
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Practical- Designing reports
	06.03.2019	Difference between hierarchical, network and relational model
	07.03.2019	Creating & Using database
	08.03.2019	Defining structure of database
	09.03.2019	Designing forms
	10.03.2019	Sunday
	11.03.2019	Practical- Reports using wizard
Week 11	12.03.2019	Practical
	13.03.2019	Entering data
	14.03.2019	Viewing, Modifying of records
	15.03.2019	Deleting & Adding records
	16.03.2019	Spreadsheet and its Business applications
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Practical
	26.03.2019	Test
	27.03.2019	Features of spreadsheet
	28.03.2019	Creating a workbook & saving a worksheet
	29.03.2019	Creating table
	30.03.2019	Built in functions- Mathematical functions
	31.03.2019	Sunday
		Assignment
Week 13	01.04.2019	Practical
	02.04.2019	Practical
	03.04.2019	Text functions
	04.04.2019	Date & Time functions
	05.04.2019	Statistical functions
	06.04.2019	Revision
	07.04.2019	Sunday

Week 14	08.04.2019	Practical
	09.04.2019	Practical
	10.04.2019	Converting table into graph
	11.04.2019	Types of graph
	12.04.2019	Continue
	13.04.2019	Continue
	14.04.2019	Sunday
Week 15	15.04.2019	Practical
	16.04.2019	Practical
	17.04.2019	MahaveerJayanti
	18.04.2019	Basic of data arrangement & access
	19.04.2019	Identification of relevant data
	20.04.2019	Evaluation of database technology
	21.04.2019	Sunday
Week 16	22.04.2019	Practical
	23.04.2019	Practical
	24.04.2019	Databases the modern approach
	25.04.2019	Databases the modern approach
	26.04.2019	Revision
	27.04.2019	Revision
	28.04.2019	Sunday
Week 17	29.04.2019	Revision
	30.04.2019	Revision

K.L Mehta Dayanand College For Women, Faridabad		
Lesson plan (Jan-Apr 2019)		
Name of Asst/Associate Professor :Ms. Sakshi Narang		
Class & Section: B.Com (CA) 2nd Sem. (Sec. D) Subject:		
Computer Fundamental - II		
	Date	Topics to be covered

Week 1	01.01.2019	
	02.01.2019	
	03.01.2019	
	04.01.2019	
	05.01.2019	
	06.01.2019	Sunday
	07.01.2019	Fundamentals to computer-Introduction
Week 2	08.01.2019	Model of a Digital Computer, Functioning of Digital Computer
	09.01.2019P	Introduction to Windows
	10.01.2019P	Features & Different Parts of Window
	11.01.2019	Functioning of Digital Computers, Types of Digital Computer
	12.01.2019	Advantage of Digital Computer
	13.01.2019	Sunday
	14.01.2019	Difference between Digital and Analog Computer, Introduction to Number System
Week 3	15.01.2019	Number System
	16.01.2019P	Spread Sheet Basics
	17.01.2019P	Introduction to Excel
	18.01.2019	Number System
	19.01.2019	Practice Questions on Number System
	20.01.2019	Sunday
	21.01.2019	Binary Arithmetic

Week 4	22.01.2019	Binary Arithmetic
	23.01.2019P	Introduction to Excel
	24.01.2019P	Overview of Worksheet
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day

	27.01.2019	Sunday
	28.01.2019	Practice Questions on Binary Arithmetic
Week 5	29.01.2019	Introduction to Character Codes-ASCII
	30.01.2019P	Introduction to Rows, Columns
	31.01.2019P	Introduction to Cell, Menus
	01.02.2019	ASCII and EBCDEC
	02.02.2019	Doubts/Test of Unit-1
	03.02.2019	Sunday
	04.02.2019	Introduction to Software ,Types of Software and their role
Week 6	05.02.2019	Introduction to Software ,Types of Software and their role
	06.02.2019P	Introduction to Cell, Menus
	07.02.2019P	Creating Worksheet
	08.02.2019	Relationship between Hardware and Software
	09.02.2019	Different Software Type -OS, Translator
	10.02.2019	Sunday
	11.02.2019	System Utilities-File Manager, Loader, Linker, Editor
Week 7	12.02.2019	System Utilities-File Manager, Loader Linker, Editor
	13.02.2019P	Moving Worksheet
	14.02.2019P	Opening Worksheet
	15.02.2019	Concept of Application Packages: Word Processing
	16.02.2019	Word Processing
	17.02.2019	Sunday
	18.02.2019	Introduction to Spread Sheet

Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019P	Renaming Worksheet
	21.02.2019P	Saving Worksheet
	22.02.2019	Spread Sheet Software
	23.02.2019	Spread Sheet Software

	24.02.2019	Sunday
	25.02.2019	Data base Software, Graphic Software
Week 9	26.02.2019	Data base Software, Graphic Software, Entertainment Software
	27.02.2019P	Practical on Introduction
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Doubts/Test of Unit-2
	02.03.2019	Introduction to Windows: Evolution of Windows
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Types of Windows
	06.03.2019P	Formatting
	07.03.2019P	Formatting
	08.03.2019	Windows as an Operating System
	09.03.2019	Use of GUI in Window Explorer, Control Panel
	10.03.2019	Sunday
Week 11	11.03.2019	Control Panel
	12.03.2019	Paint Brush Tools
	13.03.2019P	Practical on Formatting
	14.03.2019P	Introduction to Printing
	15.03.2019	Introduction to Data Communication
	16.03.2019	Modes of Data Transmission, Forms of Data Transmission, Data Transmission Speed
	17.03.2019	Sunday

		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Communications Channels: Wireless-Cables, Fiber Optics, Microwave, Communication Satellites
	26.03.2019	Communications Channels: Wireless-Cables, Fiber Optics, Microwave, Communication Satellites
	27.03.2019P	Introduction to Table

	28.03.2019P	Table Creation
	29.03.2019	Doubts/Test of Unit-3
	30.03.2019	Introduction to Computer Networks, Need for Networking
	31.03.2019	Sunday
Week 13	01.04.2019	Types of Computer Networks, Difference between LAN and WAN
	02.04.2019	Hardware of WAN, Introduction to Internet
	03.04.2019P	Table Creation
	04.04.2019P	Practical on Table Creation
	05.04.2019	Internet and its Application: History of Internet, Applications of Internet
	06.04.2019	ISDN Internet in India, Internet Basic Services
	07.04.2019	Sunday
Week 14	08.04.2019	Doubts/Test of Unit-3
	09.04.2019	MS-Excel: Worksheet Overview
	10.04.2019P	Printing Graphics
	11.04.2019P	Printing Graphics
	12.04.2019	Worksheet Overview: Rows, Columns, Cell, Menus, Creating Worksheet
	13.04.2019	Opening Worksheet and Saving Worksheet, Formatting
	14.04.2019	Sunday
Week 15	15.04.2019	Printing, Table Creating
	16.04.2019	Table Creating
	17.04.2019	Mahaveer Jayanti
	18.04.2019P	Practical
	19.04.2019	Printing Graphs
	20.04.2019	Printing Graphs

	21.04.2019	Sunday
Week 16	22.04.2019	Doubts/Test of Unit-4
	23.04.2019	Review of All Units
	24.04.2019P	Review on all Practical
	25.04.2019P	Practical File Completion/Checking
	26.04.2019	Previous Year Question Paper Discussion
	27.04.2019	Previous Year Question Paper Discussion
	28.04.2019	Sunday
Week 17	29.04.2019	Revision
	30.04.2019	Revision

K.L Mehta Dayanand College For Women, Faridabad**Lesson plan (Jan-Apr 2019)****Name of Asst/Associate Professor :Ms. Sakshi Narang****Class & Section: B.Com (CA) 2nd Sem. (Sec. E)****Subject: Computer Fundamental - II**

	Date	Topics to be covered
Week 1	01.01.2019	
	02.01.2019	
	03.01.2019	
	04.01.2019	
	05.01.2019	
	06.01.2019	Sunday
	07.01.2019	Fundamentals to computer-Introduction
Week 2	08.01.2019	Model of a Digital Computer, Functioning of Digital Computer
	09.01.2019	Functioning of Digital Computers, Types of Digital Computer
	10.01.2019	Advantage of Digital Computer
	11.01.2019P	Introduction to Windows
	12.01.2019P	Features & Different Parts of Window
	13.01.2019	Sunday
	14.01.2019	Difference between Digital and Analog Computer, Introduction to Number System
Week 3	15.01.2019	Number System
	16.01.2019	Number System
	17.01.2019	Practice Questions on Number System
	18.01.2019P	Spread Sheet Basics
	19.01.2019P	Introduction to Excel
	20.01.2019	Sunday
	21.01.2019	Binary Arithmetic
	22.01.2019	Binary Arithmetic

Week 4	23.01.2019	Practice Questions on Binary Arithmetic
	24.01.2019	Introduction to Character Codes-ASCII
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	ASCII and EBCDEC
Week 5	29.01.2019	Doubts/Test of Unit-1
	30.01.2019	Introduction to Software ,Types of Software and their role
	31.01.2019	Introduction to Software ,Types of Software and their role
	01.02.2019P	Introduction to Excel
	02.02.2019P	Overview of Worksheet
	03.02.2019	Sunday
	04.02.2019	Relationship between Hardware and Software
Week 6	05.02.2019	Different Software Type -OS, Translator
	06.02.2019	System Utilities-File Manager, Loader, Linker, Editor
	07.02.2019	System Utilities-File Manager, Loader, Linker, Editor
	08.02.2019P	Introduction to Rows, Columns
	09.02.2019P	Introduction to Cell, Menus
	10.02.2019	Sunday
	11.02.2019	Concept of Application Packages: Word Processing
Week 7	12.02.2019	Word Processing
	13.02.2019	Introduction to Spread Sheet
	14.02.2019	Spread Sheet Software
	15.02.2019P	Introduction to Cell, Menus
	16.02.2019P	Creating Worksheet
	17.02.2019	Sunday
	18.02.2019	Spread Sheet Software
	19.02.2019	Guru Ravidas Jayanti

Week 8	20.02.2019	Data base Software, Graphic Software
	21.02.2019	Data base Software, Graphic Software, Entertainment Software
	22.02.2019P	Moving Worksheet
	23.02.2019P	Opening Worksheet
	24.02.2019	Sunday
	25.02.2019	Doubts/Test of Unit-2
Week 9	26.02.2019	Introduction to Windows: Evolution of Windows
	27.02.2019	Types of Windows
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019P	Renaming Worksheet
	02.03.2019P	Saving Worksheet
	03.03.2019	Sunday
	04.03.2019	Shivratri
Week 10	05.03.2019	Windows as an Operating System
	06.03.2019	Use of GUI in Window Explorer, Control Panel
	07.03.2019	Control Panel
	08.03.2019P	Practical on Introduction
	09.03.2019P	Formatting
	10.03.2019	Sunday
	11.03.2019	Paint Brush Tools
Week 11	12.03.2019	Introduction to Data Communication
	13.03.2019	Modes of Data Transmission, Forms of Data Transmission, Data Transmission Speed
	14.03.2019	Communications Channels: Wireless- Cables, Fiber Optics, Microwave, Communication Satellites
	15.03.2019P	Formatting
	16.03.2019P	Practical on Formatting
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019

Week 12	25.03.2019	Communications Channels: Wireless-Cables, Fiber Optics, Microwave, Communication Satellites
	26.03.2019	Doubts/Test of Unit-3
	27.03.2019	Introduction to Computer Networks, Need for Networking
	28.03.2019	Types of Computer Networks, Difference between LAN and WAN
	29.03.2019P	Introduction to Printing
	30.03.2019P	Introduction to Table
	31.03.2019	Sunday
Week 13	01.04.2019	Hardware of WAN, Introduction to Internet
	02.04.2019	Internet and its Application: History of Internet, Applications of Internet
	03.04.2019	ISDN Internet in India, Internet Basic Services
	04.04.2019	Doubts/Test of Unit-3
	05.04.2019P	Table Creation
	06.04.2019P	Table Creation
	07.04.2019	Sunday
Week 14	08.04.2019	MS-Excel: Worksheet Overview
	09.04.2019	Worksheet Overview: Rows, Columns, Cell, Menus, Creating Worksheet
	10.04.2019	Opening Worksheet and Saving Worksheet, Formatting
	11.04.2019	Printing, Table Creating
	12.04.2019P	Practical on Table Creation
	13.04.2019P	Printing Graphics
	14.04.2019	Sunday
Week 15	15.04.2019	Table Creating
	16.04.2019	Printing Graphs
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Printing Graphs
	19.04.2019P	Printing Graphics
	20.04.2019P	Practical

	21.04.2019	Sunday
Week 16	22.04.2019	Doubts/Test of Unit-4
	23.04.2019	Review of All Units
	24.04.2019	Previous Year Question Paper Discussion
	25.04.2019	Previous Year Question Paper Discussion
	26.04.2019P	Review on all Practical
	27.04.2019P	Practical File Completion/Checking
	28.04.2019	Sunday
Week 17	29.04.2019	Revision
	30.04.2019	Revision

**K.L Mehta Dayanand College For Women, Faridabad Lesson
plan (Jan-Apr 2019)**

Name of Asst/Associate Professor : Ms. Sakshi Narang Class & Section: B.Com(CA) 6th Sem. (Sec. D) Subject: Computer Aided Drafting & Advance Topics in Computer-II		
	Date	Topics to be covered
Week 1	01.01.2019	
	02.01.2019	
	03.01.2019	
	04.01.2019	
	05.01.2019	
	06.01.2019	Sunday
	07.01.2019	Introduction to CAD
Week 2	08.01.2019	Implementations of CAD
	09.01.2019	Features of CAD
	10.01.2019	Implementation & Features of CAD
	11.01.2019P	Introduction to Visual Basic
	12.01.2019P	Introduction to Visual Basic
	13.01.2019	Sunday
	14.01.2019	Future of CAD
Week 3	15.01.2019	Introduction to AI
	16.01.2019	Element of AI
	17.01.2019	Element of AI
	18.01.2019P	Introduction to Programming in Visual Basic
	19.01.2019P	Programming in Visual Basic
	20.01.2019	Sunday
	21.01.2019	AI for Intelligent & Manufacturing
Week 4	22.01.2019	AI for Intelligent & Manufacturing
	23.01.2019	Knowledge Based Expert System
	24.01.2019	Knowledge Based Expert System
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019	Machine Vision System

Week 5	29.01.2019	Machine Vision System
	30.01.2019	Neural Network
	31.01.2019	Test/Doubt of Unit-1
	01.02.2019P	Programming in Visual Basic
	02.02.2019P	Data Type, Variable, Constants
	03.02.2019	Sunday
	04.02.2019	Hardware & Software Requirements of Auto CAD
Week 6	05.02.2019	Hardware & Software Requirements of Auto CAD
	06.02.2019	Data Communication & Networks
	07.02.2019	Data Communication & Networks
	08.02.2019P	Operators, Comment Statements, Input Box Function
	09.02.2019P	Operators, Comment Statements, Input Box Function
	10.02.2019	Sunday
	11.02.2019	Data Encryption
Week 7	12.02.2019	Data Encryption
	13.02.2019	Industrial Report
	14.02.2019	Industrial Report
	15.02.2019P	Operators, Comment Statements, input Box Function
	16.02.2019P	Print Method, Message Box Function
	17.02.2019	Sunday
	18.02.2019	Definition & Robot History
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Definition & Robot History
	21.02.2019	Features of Robot
	22.02.2019P	Practical
	23.02.2019P	Control Structures
	24.02.2019	Sunday
	25.02.2019	Features of Robot
Week 9	26.02.2019	Application of Robots in Industry
	27.02.2019	Application of Robots in Industry
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019P	Control Structures
	02.03.2019P	Control Structures
	03.03.2019	Sunday
	04.03.2019	Shivratri

Week 10	05.03.2019	Robot Programming Methods
	06.03.2019	Robot Programming Methods
	07.03.2019	Robot Programming Language
	08.03.2019P	Practical
	09.03.2019P	Introduction to Visual Basic Controls
	10.03.2019	Sunday
	11.03.2019	Test/Doubt on Unit-2
Week 11	12.03.2019	Multimedia Definition
	13.03.2019	Components of Multimedia
	14.03.2019	Compact Disk, Sounds, Image
	15.03.2019P	Command Button
	16.03.2019P	Label Control, Text Box Control
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019	Text, Hypertext, Hypermedia
	26.03.2019	Animation, Morphing
	27.03.2019	Video, Virtual Reality
	28.03.2019	Video, Virtual Reality
	29.03.2019P	Frame Control, Check Box Control
	30.03.2019P	Option Button, List Box & Combo Box Control
	31.03.2019	Sunday
Week 13	01.04.2019	Virtual Reality Technology & Tools
	02.04.2019	Virtual Reality Technology & Tools
	03.04.2019	Computer Integrated Manufacturing System
	04.04.2019	Test/Doubt on Unit-3
	05.04.2019P	Practical
	06.04.2019P	Practical
	07.04.2019	Sunday
Week 14	08.04.2019	Computer Graphics Introduction
	09.04.2019	Applications of Computer Graphics
	10.04.2019	Display Devices
	11.04.2019	Display Devices
	12.04.2019P	Scroll Bar Control, File System Control
	13.04.2019P	Time Control, Line Control, Shape Control
	14.04.2019	Sunday

Week 15	15.04.2019	Raster Scan Display, Random Scan
	16.04.2019	Direct View Storage Tube
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Direct View Storage Tube
	19.04.2019P	Image Control, Picture Box Control
	20.04.2019P	Introduction to Menus, Array, Procedure Function
	21.04.2019	Sunday
Week 16	22.04.2019	Flat Panel Display
	23.04.2019	Input Devices
	24.04.2019	Hardcopy Devices
	25.04.2019	Test/Doubts on Unit-4
	26.04.2019P	Practical File
	27.04.2019P	Practical File
	28.04.2019	Sunday
Week 17	29.04.2019	REVISION
	30.04.2019	REVISION

**K.L Mehta Dayanand College For Women, Faridabad Lesson
plan (Jan-Apr 2019)**

Name of Asst/Associate Professor : Ms.Sakshi Narang Class & Section: B.Com(CA)6th Sem. (Sec. E) Subject: Computer Aided Drafting & Advance Topics in Computer-II		
	Date	Topics to be covered
Week 1	01.01.2019	
	02.01.2019	
	03.01.2019	
	04.01.2019	
	05.01.2019	
	06.01.2019	Sunday
	07.01.2019P	Introduction to Visual Basic
Week 2	08.01.2019P	Introduction to Visual Basic
	09.01.2019	Introduction to CAD
	10.01.2019	Implementations of CAD
	11.01.2019	Features of CAD
	12.01.2019	Implementation & Features of CAD
	13.01.2019	Sunday
	14.01.2019P	Introduction to Programming in Visual Basic
Week 3	15.01.2019P	Programming in Visual Basic
	16.01.2019	Future of CAD
	17.01.2019	Introduction to AI
	18.01.2019	Element of AI
	19.01.2019	Element of AI
	20.01.2019	Sunday
	21.01.2019P	Programming in Visual Basic
Week 4	22.01.2019P	Data Type, Variable, Constants
	23.01.2019	AI for Intelligent & Manufacturing
	24.01.2019	AI for Intelligent & Manufacturing
	25.01.2019	Sir Chottu Ram Jayanti
	26.01.2019	Republic day
	27.01.2019	Sunday
	28.01.2019P	Operators, Comment Statements, Input Box Function

Week 5	29.01.2019P	Operators, Comment Statements, Input Box Function
	30.01.2019	Knowledge Based Expert System
	31.01.2019	Knowledge Based Expert System
	01.02.2019	Machine Vision System
	02.02.2019	Machine Vision System
	03.02.2019	Sunday
	04.02.2019P	Operators, Comment Statements, Input Box Function
Week 6	05.02.2019P	Print Method, Message Box Function
	06.02.2019	Neural Network
	07.02.2019	Test/Doubt on Unit-1
	08.02.2019	Hardware & Software Requirements of Auto CAD
	09.02.2019	Hardware & Software Requirements of Auto CAD
	10.02.2019	Sunday
	11.02.2019P	Practical
Week 7	12.02.2019P	Control Structures
	13.02.2019	Data Communication & Networks
	14.02.2019	Data Communication & Networks
	15.02.2019	Data Encryption
	16.02.2019	Data Encryption
	17.02.2019	Sunday
	18.02.2019P	Control Structures
Week 8	19.02.2019	Guru Ravidas Jayanti
	20.02.2019	Industrial Report
	21.02.2019	Industrial Report
	22.02.2019	Definition & Robot History
	23.02.2019	Definition & Robot History
	24.02.2019	Sunday
	25.02.2019P	Control Structures
Week 9	26.02.2019P	Practical
	27.02.2019	Features of Robot
	28.02.2019	Maharishi Dayanand Saraswati Jayanti
	01.03.2019	Features of Robot
	02.03.2019	Application of Robots in Industry
	03.03.2019	Sunday
	04.03.2019	Shivratri

Week 10	05.03.2019P	Introduction to Visual Basic Controls
	06.03.2019	Application of Robots in Industry
	07.03.2019	Robot Programming Methods
	08.03.2019	Robot Programming Methods
	09.03.2019	Robot Programming Language
	10.03.2019	Sunday
	11.03.2019P	Command Button
Week 11	12.03.2019P	Label Control, Text Box Control
	13.03.2019	Test/Doubt on Unit-2
	14.03.2019	Multimedia Definition
	15.03.2019	Components of Multimedia
	16.03.2019	Compact Disk, Sounds, Image
	17.03.2019	Sunday
		Holi Vacations 17.03.19-24.03.2019
Week 12	25.03.2019P	Frame Control, Check Box Control
	26.03.2019P	Option Button, List Box & Combo Box Control
	27.03.2019	Text, Hypertext, Hypermedia
	28.03.2019	Animation, Morphing
	29.03.2019	Video, Virtual Reality
	30.03.2019	Video, Virtual Reality
	31.03.2019	Sunday
Week 13	01.04.2019P	Practical
	02.04.2019P	Practical
	03.04.2019	Virtual Reality Technology & Tools
	04.04.2019	Virtual Reality Technology & Tools
	05.04.2019	Computer Integrated Manufacturing System
	06.04.2019	Test/Doubt on Unit-3
	07.04.2019	Sunday
Week 14	08.04.2019P	Scroll Bar Control, File System Control
	09.04.2019P	Time Control, Line Control, Shape Control
	10.04.2019	Computer Graphics Introduction
	11.04.2019	Applications of Computer Graphics
	12.04.2019	Display Devices
	13.04.2019	Display Devices

	14.04.2019	Sunday
Week 15	15.04.2019P	Image Control, Picture Box Control
	16.04.2019P	Introduction to Menus, Array, Procedure Function
	17.04.2019	Mahaveer Jayanti
	18.04.2019	Raster Scan Display, Random Scan
	19.04.2019	Direct View Storage Tube
	20.04.2019	Direct View Storage Tube
	21.04.2019	Sunday
Week 16	22.04.2019P	Practical File
	23.04.2019P	Practical File
	24.04.2019	Flat Panel Display
	25.04.2019	Input Devices
	26.04.2019	Hardcopy Devices
	27.04.2019	Test/Doubts on Unit-4
	28.04.2019	Sunday
Week 17	29.04.2019	REVISION
	30.04.2019	REVISION