

I.B. (PG) COLLEGE, PANIPAT

SESSION 2020-2021

Weekly Lesson Plan (Odd Semester)

(3rd Semester)

Name of the Paper:- Advanced Financial Management

Class: M.com Final

Name of the Teachers (Section wise): Prof. Ruchika Batra

WEEK	DATE	TOPICS
1	November (2 -3), (5 - 7)	Discussion Of Syllabi
		Introduction Of Dividend Decisions
		Contd.
		Determinants Of Dividend Decisions
		Contd.
SUNDAY - 08.11.2020		
2	November (9-13)	Dividend Decisions & Valuation Of Firms
		Group Discussion
		Contd.
		Contd.
		Contd.
HOLIDAY - 14.11.2020 (Diwali)		
SUNDAY - 15.11.2020		
3	November (16-21)	Introduction Of Capital Structure Decisions
		Group Discussion
		EBIT-EPS Analysis
		Factors Determining Capital Structure Decisions
		Theories Of Capital Structure Decisions
		Cash Flow & Ratio Analysis
SUNDAY - 22.11.2020		
4	November (23-28)	Contd.
		Group Discussion
		Contd.
		Introduction Of Leverages
		Types Of Leverages In Business
		Contd.
SUNDAY - 29.11.2020		
HOLIDAY - 30.11.2020 (Guru Nanak Dev Jayanti)		
5	December (1-5)	Group Discussion
		Introduction Of Capital Restructuring
		Techniques Of Capital Restructuring
		Contd.
		Contd.
SUNDAY - 06.12.2020		

6	December (07-12)	Group Discussion
		Introduction Of Mergers
		Contd.
		Introduction Of Takeovers
		Types Of Takeovers
		Contd.
SUNDAY - 13.12.2020		
7	December (14-19)	Group Discussion
		Introduction Of Acquisitions
		Contd.
		Contd.
		Contd.
		Oral Discussion
SUNDAY - 20.12.2020		
8	December (21-24) (26)	Introduction Of Financial Restructuring
		Contd.
		Reorganisation Of Capital
		Contd.
		Group Discussion
HOLIDAY - 25.12.2020 (Christmas)		
SUNDAY - 27.12.2020		
9	December (28-31) January (1-2)	Buy Back Of Shares
		Introduction Of Financial Management Of Sick Units
		Contd.
		Causes Of Sickness Of Units
		Contd.
		Group Discussion
SUNDAY - 03.01.2021		
10	January (4-9)	Remedial Measures Of Combat Sickness
		Contd.
		Contd.
		Contd.
		Group Discussion
		Conditional First
SUNDAY - 10.01.2021		
11	January (11-16)	Presentations
		Presentations
		Group Discussion
		Presentations
		Presentations
		Presentations
SUNDAY - 17.01.2021		

12	January (18-19) (21-23)	Presentations
		Presentations
		Group Discussion
		Conditional Second
		Presentations
HOLIDAY - 20.01.2021 (Guru Gobind Singh Jayanti)		
SUNDAY - 24.01.2021		
13	January (25) (27-30)	Presentations
		Presentations
		Group Discussion
		Presentations
		Presentations
HOLIDAY - 26.01.2021 (Republic Day)		
SUNDAY - 31.01.2021		
14	February (01-06)	Presentations
		Group Discussion
		Presentations
		Presentations
		Presentations
		Presentations
SUNDAY - 07.02.2021		
15	February (08-13)	Revision
		Revision
		Group Discussion
		Revision
		Revision
		Revision
SUNDAY - 14.02.2021		
16	February (15 - 20)	Revision
		Revision
		Group Discussion
		Revision
		Revision
		Revision

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Weekly Lesson Plan (Odd Semester)

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Name of the Paper:- ADVERTISING MANAGEMENT

Class: M.com Final

Name of the Teachers (Section wise): PROF. RUHANI SHARMA

WEEK	DATE	TOPICS
1	November (2 -3), (5 - 7)	Time table
		Discussion of syllabus
		Advertising- introduction ,nature,scope &importance
		continue
		continue
SUNDAY - 08.11.2020		
2	November (9-13)	continue
		continue
		continue
		group discussion
		Communication Process
HOLIDAY - 14.11.2020 (Diwali)		
SUNDAY - 15.11.2020		
3	November (16-21)	continue
		continue
		continue
		Group discussion
		Advertising & communications mix
		continue
SUNDAY - 22.11.2020		
4	November (23-28)	continue
		continue
		Group discussion
		Economic & Social Aspects of Advertising
		continue
		continue
SUNDAY - 29.11.2020		
HOLIDAY - 30.11.2020 (Guru Nanak Dev Jayanti)		
5	December (1-5)	continue
		Revision
		Ethical Aspects of Advertising
		continue
		continue
SUNDAY - 06.12.2020		

6	December (07-12)	continue
		Oral Discussion (test)
		Objectives of Advertising
		continue
		continue
SUNDAY - 13.12.2020		
7	December (14-19)	Revision
		Ad - budget
		continue
		continue
		continue
SUNDAY - 20.12.2020		
8	December (21-24) (26)	Message & Ad-copy Development
		continue
		continue
		continue
HOLIDAY - 25.12.2020 (Christmas)		
SUNDAY - 27.12.2020		
9	December (28-31) January (1-2)	continue
		continue
		Oral Discussion (test)
		Types of Advertising Media
		continue
SUNDAY - 03.01.2021		
10	January (4-9)	continue
		continue
		continue
		continue
		Revision
SUNDAY - 10.01.2021		
11	January (11-16)	Media Planning
		continue
		Media Scheduling
		continue
		Ad - agency & its role
SUNDAY - 17.01.2021		

12	January (18-19) (21-23)	continue
		continue
		continue
		Client - Agency relationship
		continue
HOLIDAY - 20.01.2021 (Guru Gobind Singh Jayanti)		
SUNDAY - 24.01.2021		
13	January (25) (27-30)	Agency Remuneration
		Ist conditional
		Topic continue & revision
		Measuring Ad - effectiveness & Presentation
		Presentation & topic continue
HOLIDAY - 26.01.2021 (Republic Day)		
SUNDAY - 31.01.2021		
14	February (01-06)	Presentation & topic continue
		Presentation & topic continue
		Revision
		Presentation by students
		Presentation by students
		Presentation by students
SUNDAY - 07.02.2021		
15	February (08-13)	Presentation by students
		Presentation by students
		2nd Conditional
		Presentation by students
		Presentation by students
		Presentation by students
SUNDAY - 14.02.2021		
16	February (15 - 20)	Revision
		Revision
		Revision
		Revision
		Revision
		Revision

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Name of the Paper:- APPLICATION OF STASTICAL METHOD IN BUSINESS Class: M.com Final

Name of the Teachers (Section wise): PROF. AAKANSHA SHARMA

WEEK	DATE	TOPICS
1	November (2 -3), (5 - 7)	Time-table display&discussion
		Discussion about syllabus
		Sampling - introduction
		Probability & non probability methods
		Continue
SUNDAY - 08.11.2020		
2	November (9-13)	Continue
		Continue
		Sampling & non sampling errors
		Precision & accuracy
		Law of large numbers
HOLIDAY - 14.11.2020 (Diwali)		
SUNDAY - 15.11.2020		
3	November (16-21)	Central limit theorem & sampling distribution
		Revision
		Large sample test-introduction&theory
		Use of Ztest
		Continue
		Continue
SUNDAY - 22.11.2020		
4	November (23-28)	Continue
		Problem & revision
		Chi-square test-introduction&uses
		As a parametric test- practical proportion
		As goodness of fit
		As independence of attributes
SUNDAY - 29.11.2020		
HOLIDAY - 30.11.2020 (Guru Nanak Dev Jayanti)		
5	December (1-5)	Continue
		Homogeneity & equality of population proportion
		Continue
		Continue
		Problem & revision
SUNDAY - 06.12.2020		

6	December (07-12)	Small sample test-introduction &uses
		T-test-practical implication
		Continue
		Continue
		F-test -uses&practical implications
		Continue
SUNDAY - 13.12.2020		
7	December (14-19)	Continue
		Fisher"s Z test
		Continue
		Problems &revision
		Statistical quality controll charts-introduction &causes of variation
		Continue
SUNDAY - 20.12.2020		
8	December (21-24) (26)	Quality control charts -constructions
		Control charts for variables -Xcharts
		R-charts
		Continue
		Estimation &hypothesis-introduction
HOLIDAY - 25.12.2020 (Christmas)		
SUNDAY - 27.12.2020		
9	December (28-31) January (1-2)	Point &interval estimation
		Continue
		Continue
		Advance statistical techniques-Annova
		Accounting treatment
		Discriminant analysis
SUNDAY - 03.01.2021		
10	January (4-9)	Continue
		Presentation &oral test
		Factor analysis &cluster analysis
		Non parametric test-Introduction
		Sign test
		Practical questions
SUNDAY - 10.01.2021		
11	January (11-16)	Presentation &topic continue
		Conditional test(Large sample test)
		Wilcoxin signed rank Test
		Continue
		Problems &revision
		Presentation &topic continue
SUNDAY - 17.01.2021		

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Name of the Paper:- Computer Applications in Business

Class: M.com Final

Name of the Teachers (Section wise): Prof. Vinay Bharti

WEEK	DATE	TOPICS
1	November (2 -3), (5 - 7)	Computer System: Meaning, scope, types;
		Basic computer organization: Central Processing Unit
SUNDAY - 08.11.2020		
2	November (9-13)	Input and Output Devices
		Input Devices: Keyboard, Mouse, Scanner, Joystick, Tracker Ball, Light Pen, OMR, OCR, MICR, Bar Cde Reader etc.
		Output Devices: VDU, LED, Printer, Plotter etc.
HOLIDAY - 14.11.2020 (Diwali)		
SUNDAY - 15.11.2020		
3	November (16-21)	Storage Devices
		Primary Memory: RAM, ROM, Cache Memory
		Permanent Memory : Magnetic Disk, Magnetic Tape, Floppy Disk, CD, DVD, Hard Disk etc
SUNDAY - 22.11.2020		
4	November (23-28)	Introduction to software; System software- operating system
SUNDAY - 29.11.2020		
HOLIDAY - 30.11.2020 (Guru Nanak Dev Jayanti)		
5	December (1-5)	user interface and its types; Application software- word processing
SUNDAY - 06.12.2020		

6	December (07-12)	spreadsheets
		Conditional Test- (Memory & I/O Devices)
SUNDAY - 13.12.2020		
7	December (14-19)	Introduction to databases, tables, queries
		Presentation
SUNDAY - 20.12.2020		
8	December (21-24) (26)	reports and form generation. Fuzzy Logic, etc.
HOLIDAY - 25.12.2020 (Christmas)		
SUNDAY - 27.12.2020		
9	December (28-31) January (1-2)	Information Technology in Business: Concept of information technology;
		Conditional Test-I
SUNDAY - 03.01.2021		
10	January (4-9)	Local Area Network– media & topologies and Wide Area Networks
		Presentation
SUNDAY - 10.01.2021		
11	January (11-16)	Local Area Network– media & topologies and Wide Area Networks
		Presentation
SUNDAY - 17.01.2021		

12	January (18-19) (21-23)	Electronic data processing; Intranet and extranet, concept and evolution
HOLIDAY - 20.01.2021 (Guru Gobind Singh Jayanti)		
SUNDAY - 24.01.2021		
13	January (25) (27-30)	World Wide Web; Multimedia technologies
		Conditional Test-II
		Presentation
HOLIDAY - 26.01.2021 (Republic Day)		
SUNDAY - 31.01.2021		
14	February (01-06)	Video conferencing; Broadband networks
SUNDAY - 07.02.2021		
15	February (08-13)	Planning and designing web pages
		Presentation
SUNDAY - 14.02.2021		
16	February (15 - 20)	Revision

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Name of the Paper:- Financial institutions and Markets

Class: M.com Final

Name of the Teachers (Section wise): Prof Reena Rani

WEEK	DATE	TOPICS
1	November (2 -3), (5 - 7)	discussion of syllabus
		nature and role of financial system
		continue
		continue
		continue
SUNDAY - 08.11.2020		
2	November (9-13)	financial system and financial markets
		continue
		continue
		continue
		continue
HOLIDAY - 14.11.2020 (Diwali)		
SUNDAY - 15.11.2020		
3	November (16-21)	financial system and economic development
		continue
		continue
		continue
		continue
		continue
SUNDAY - 22.11.2020		
4	November (23-28)	indian financial system- an overview
		continue
		continue
		continue
		continue
		continue
SUNDAY - 29.11.2020		
HOLIDAY - 30.11.2020 (Guru Nanak Dev Jayanti)		
5	December (1-5)	money market
		continue
		continue
		continue
		continue
SUNDAY - 06.12.2020		

6	December (07-12)	primary and secondary markets
		continue
		continue
		continue
		recent developments in indian capital markets
SUNDAY - 13.12.2020		
7	December (14-19)	continue
		role of SEBI -an overview
		continue
		development bank's
		continue
SUNDAY - 20.12.2020		
8	December (21-24) (26)	IFCI
		continue
		ICICI
		continue
		IRBI
HOLIDAY - 25.12.2020 (Christmas)		
SUNDAY - 27.12.2020		
9	December (28-31) January (1-2)	Sidbi
		continue
		State development bank's
		continue
		continue
SUNDAY - 03.01.2021		
10	January (4-9)	merchant banking
		continue
		continue
		continue
		continue
SUNDAY - 10.01.2021		
11	January (11-16)	SEBI guidelines
		continue
		future of merchant banking in india
		continue
		continue
SUNDAY - 17.01.2021		

12	January (18-19) (21-23)	mutual funds
		continue
		continue
		continue
		performance appraisal
HOLIDAY - 20.01.2021 (Guru Gobind Singh Jayanti)		
SUNDAY - 24.01.2021		
13	January (25) (27-30)	continue
		continue
		regulation of mutual funds
		continue
		continue
HOLIDAY - 26.01.2021 (Republic Day)		
SUNDAY - 31.01.2021		
14	February (01-06)	designing and marketing of mutual fund schemes
		continue
		continue
		first conditional test
		continue
		continue
SUNDAY - 07.02.2021		
15	February (08-13)	latest mutual fund schemes in India
		continue
		presentation
		presentation
		presentation
		continue
SUNDAY - 14.02.2021		
16	February (15 - 20)	second conditional test
		presentation
		presentation
		presentation
		presentation
		presentation

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Name of the Paper:- HUMAN RESOURCE DEVELOPMENT

Class: M.com Final

Name of the Teachers (Section wise): PROF. SAKSHI MUNJAL

WEEK	DATE	TOPICS
1	November (2 -3), (5 - 7)	Timetable Display and Discussion
		Discussion About Syllabus
		Human Resource Development: Concept
		Goals
		Scope
SUNDAY - 08.11.2020		
2	November (9-13)	Principles
		Functions
		Approaches to Human Resource Development
		Contd.
		Human Resource Development and Human Resource Management
HOLIDAY - 14.11.2020 (Diwali)		
SUNDAY - 15.11.2020		
3	November (16-21)	Qualities of HRD Manager
		Responsibilities of HRD Manager
		Group Discussion
		Designing HRD System
		Organizational Effectiveness
		Contd.
SUNDAY - 22.11.2020		
4	November (23-28)	Contd.
		HRD Strategies
		Contd.
		Emerging Trends and Challenges in HRD
		Contd.
		Group Discussion
SUNDAY - 29.11.2020		
HOLIDAY - 30.11.2020 (Guru Nanak Dev Jayanti)		
5	December (1-5)	Knowledge : Concept and Meaning
		Forms of Knowledge
		Meaning and Importance of Knowledge Management
		Barriers, Tools and Process of Knowledge Management
		Learning and HRD : Meaning
SUNDAY - 06.12.2020		

6	December (07-12)	Principles & Process
		Theories of Learning
		Contd.
		Learning Styles and Strategies
		Contd.
		Role Analysis for HRD
SUNDAY - 13.12.2020		
7	December (14-19)	Concept of Role and Role Analysis
		Benefits and Techniques of Role Analysis
		Contd.
		Competency Mapping : Meaning and Need
		Methodology
		Development of Competency Set
SUNDAY - 20.12.2020		
8	December (21-24) (26)	Oral Test
		Employ Socialization and Orientation
		Categories and Content of Learning in Socialization
		Contd.
		Socialization Approaches
HOLIDAY - 25.12.2020 (Christmas)		
SUNDAY - 27.12.2020		
9	December (28-31) January (1-2)	Contd.
		Assessing HRD Needs
		Contd. & Presentation
		Designing Training and Development Program
		Contd.
		Contd.
SUNDAY - 03.01.2021		
10	January (4-9)	Contd.
		Oral Test
		Implimentation of Training and Development Program
		Contd.
		Contd.
		Revision
SUNDAY - 10.01.2021		
11	January (11-16)	Group Discussion
		Evaluation of Training and Development Program
		Contd.
		Contd.
		Contd.
		Revision
SUNDAY - 17.01.2021		

12	January (18-19) (21-23)	Organisational Health
		Contd.
		Contd.
		Revision
HOLIDAY - 20.01.2021 (Guru Gobind Singh Jayanti)		
SUNDAY - 24.01.2021		
13	January (25) (27-30)	Conditinal Test 1 : HRD
		Presentation
		Presentation
		Presentation
HOLIDAY - 26.01.2021 (Republic Day)		
SUNDAY - 31.01.2021		
14	February (01-06)	Organisational Climate
		Contd.
		Contd.
		Contd.
		Revision
SUNDAY - 07.02.2021		
15	February (08-13)	Conditinal Test 2 : Knowledge Management
		Presentation
		Presentation
		Presentation
		Revision
SUNDAY - 14.02.2021		
16	February (15 - 20)	Revision
		Revision
		Revision
		Revision
		Revision
		Revision