

# I.B. (PG) COLLEGE, PANIPAT

SESSION 2020-2021

Weekly Lesson Plan (Even Semester) UG (4th Semester)

Name of the Paper:- Human Behaviour at Work Class: BBA - II

Name of the Teachers (Section wise): Prof. Sonia Dhingra

WEEK	DATE	TOPICS
1	April (19-20) , (22-24)	Discussion about syllabus
		Chapter : Behaviour at Work Place
		Continue
		Continue
		Continue
HOIDAY - 21.04.2021 (Ram Navami)		
SUNDAY & Holiday (Mahavir Jayanti) 25.04.2021		
2	April (26 -30)	Continue
		Continue
		Continue
		Continue
	May (1st)	Revision
		Revision
SUNDAY - 02.05.2021		
3	May (03 - 08 )	Chapter : Basics of Groups
		Continue
		Continue
		Continue
		Continue
		Revision
SUNDAY - 09.05.2021		
4	May (10-13 ) (15)	Revision
		Chapter : Group Dynamics
		Continue
		Continue
		Continue
HOLIDAY - 14.05.2021 (Id-ul-Fitr / Parshuram Jayanti)		
SUNDAY - 16.05.2021		
5	May (17-22)	Continue
		Continue
		Revision
		Revision
		Chapter: Team Building
		Continue

SUNDAY - 23.05.2021		
6	May (24-29)	Continue
		Continue
		Continue
		Assignment - I
		Chapter: Interpersonal Influence Process
		Continue
SUNDAY - 30.05.2021		
7	May (31)	Continue
	June (1 - 5)	Continue
		Continue
		Continue
		Revision
		Revision
SUNDAY - 06.06.2021		
8	June (7-12)	Revision
		Revision
		Conditional Test
		Chapter: Interpersonal Communication
		Continue
		Continue
SUNDAY & Holiday (Maharana Pratap Jayanti) 13.06.2021		
9	June (14 -19)	Continue
		Continue
		Continue
		Revision
		Revision
		Revision
SUNDAY - 20.06.2021		
10	June (21-23) (25 - 26)	Revision
		Assignment - II
		Chapter : Interpersonal Trust
		Continue
		Continue
HOLIDAY - 24.06.2021 (Sant Kabir Jayanti)		
SUNDAY - 27.06.2021		
11	June (28-30)	Continue
	July (1-3)	Continue
		Revision
		Revision
		Revision
		Revision

SUNDAY - 04.07.2021		
12	July (5 - 10)	Revision
		Revision
		Revision
		Revision
		Revision
		Revision
SUNDAY - 11 .07.2021		
13	July (12)	Revision

# I.B. (PG) COLLEGE, PANIPAT

SESSION 2020-2021

Weekly Lesson Plan (Even Semester) UG (4th Semester)

Name of the Paper:- Macro Business Environment Class: BBA - II

Name of the Teachers (Section wise): Ritika Jatana

WEEK	DATE	TOPICS
1	April (19-20), (22-24)	Economic Reforms -LPG
		Contd.
		Contd.
		Contd.
		Contd.
<b>HOIDAY - 21.04.2021 (Ram Navami)</b>		
<b>SUNDAY &amp; Holiday (Mahavir Jayanti) 25.04.2021</b>		
2	April (26 -30)	Macro Business Environment
		Contd.
		Contd.
		Contd.
	May (1st)	Revision
<b>SUNDAY - 02.05.2021</b>		
3	May (03 - 08 )	Industrial Policy
		Contd.
		Contd.
		Foreign Capital And Foreign Investment In India
		Contd.
<b>SUNDAY - 09.05.2021</b>		
4	May (10-13 ) (15)	Contd.
		Multinational Corporation And Foreign Collaborations
		Contd.
		Contd.
		Revision
<b>HOLIDAY - 14.05.2021 (Id-ul-Fitr / Parshuram Jayanti)</b>		
<b>SUNDAY - 16.05.2021</b>		
5	May (17-22)	Foreign Trade OF India
		Contd.
		Contd.
		Export Promotion And Import Substitution
		Contd.
<b>SUNDAY - 23.05.2021</b>		

<b>SUNDAY - 23.05.2021</b>		
6	May (24-29)	Assignment-1
		International Business Environment
		Contd.
		Contd.
		Contd.
		Revision
<b>SUNDAY - 30.05.2021</b>		
7	May (31)	World Bank
	June (1 - 5)	Contd.
		Contd.
		World Trade Organisation
		Contd.
		Contd.
<b>SUNDAY - 06.06.2021</b>		
8	June (7-12)	International Monetary Fund
		Contd.
		Contd.
		Contd.
		Monetary Policy OF India
		Contd.
<b>SUNDAY &amp; Holiday (Maharana Pratap Jayanti) 13.06.2021</b>		
9	June (14 -19)	Contd.
		Contd.
		Conditional Test
		Fiscal Policy Of India
		Contd.
		Contd.
<b>SUNDAY - 20.06.2021</b>		
10	June (21-23) (25 - 26)	Technological Environment
		Contd.
		Contd.
		Assignment-2
		Revision
<b>HOLIDAY - 24.06.2021 (Sant Kabir Jayanti)</b>		
<b>SUNDAY - 27.06.2021</b>		
11	June (28-30)	Foreign Trade Policy 2015-20
	July (1-3)	Contd.
		Contd.
		Export Import Policy
		Contd.
		Contd.

<b>SUNDAY - 04.07.2021</b>		
<b>12</b>	<b>July (5 - 10)</b>	Revision
		Revision
		Revision
		Revision
		Revision
		Revision
<b>SUNDAY - 11 .07.2021</b>		
<b>13</b>	<b>July (12)</b>	Revision

# I.B. (PG) COLLEGE, PANIPAT

SESSION 2020-2021

Weekly Lesson Plan (Even Semester)      UG      ( 4th Semester)

Name of the Paper:- Business Statistics - II      Class: B.B.A - II

Name of the Teachers (Section wise): Prof. Aakansha Sharma

WEEK	DATE	TOPICS
1	April (19-20) , (22-24)	Introduction about syllabus
		Correlation : Introduction and Importance
		Methods of Correlation
		Continue
		Continue
<b>HOIDAY - 21.04.2021 (Ram Navami)</b>		
<b>SUNDAY &amp; Holiday (Mahavir Jayanti) 25.04.2021</b>		
2	April (26 -30)	Continue
		Continue
		Continue
		Coefficient of Determination
	May (1st)	Continue
		Misc. Examples
<b>SUNDAY - 02.05.2021</b>		
3	May (03 - 08 )	Continue
		Continue
		Problem Discussion
		Continue
		Revision of Chapter
		Continue
<b>SUNDAY - 09.05.2021</b>		
4	May (10-13 ) (15)	Linear Regression Analysis : Introduction and importance
		Comparison B/W Correlation and Regression
		Methods of Regression
		Continue
		Continue
<b>HOLIDAY - 14.05.2021 (Id-ul-Fitr / Parshuram Jayanti)</b>		
<b>SUNDAY - 16.05.2021</b>		
5	May (17-22)	Computation of Regression equation
		Continue
		Continue
		Continue
		Continue
		Error Of estimate

<b>SUNDAY - 23.05.2021</b>		
6	May (24-29)	Explained and Unexplained variations
		Continue
		Continue
		Assignment 1st - Correlation and Regression Analysis
		Revision
		Discussion of Problems
<b>SUNDAY - 30.05.2021</b>		
7	May (31)	Time Series Analysis I: Introduction
	June (1 - 5)	Components nd Analysis
		Continue
		Methods of measuring trend
		Continue
		Continue
<b>SUNDAY - 06.06.2021</b>		
8	June (7-12)	Continue
		Continue
		Revision
		Time Series Analysis II: Introduction
		Measurement of Seasonal Variations
		Continue
<b>SUNDAY &amp; Holiday (Maharana Pratap Jayanti) 13.06.2021</b>		
9	June (14 -19)	Revision
		Conditional Test - Time Series Analysis
		Probability : Introduction and Definition
		Calculation
		Continue
		Theorems of Probability
<b>SUNDAY - 20.06.2021</b>		
10	June (21-23) (25 - 26)	Continue
		Continue
		Continue
		Hypothesis Testing: Large Sample Test
		Procedure and Applications
<b>HOLIDAY - 24.06.2021 (Sant Kabir Jayanti)</b>		
<b>SUNDAY - 27.06.2021</b>		
11	June (28-30)	Assignment 2nd - Probability
		Continue
	July (1-3)	Hypothesis Testing : Small Sample Test
		Application of t Test
		Continue
		Chi Square Test



<b>SUNDAY - 04.07.2021</b>		
<b>12</b>	<b>July (5 - 10)</b>	Continue
		Computation of Statistical Techniques With Microsoft Excel
		Discussion of Problems
		Revision
		Revision
		Revision
<b>SUNDAY - 11 .07.2021</b>		
<b>13</b>	<b>July (12)</b>	Revision

# I.B. (PG) COLLEGE, PANIPAT

SESSION 2020-2021

Weekly Lesson Plan (Even Semester) UG :- 4th Semester

Name of the Paper:- MARKETING MANAGEMENT

Class: BBA II

Name of the Teacher: PROF. MANEET KAUR

WEEK	DATE	TOPICS
1	April (19-20) , (22-24)	DISCUSSION ABOUT SYLLABUS
		MARKETING MANAGEMENT : MEANING,NATURE AND SCOPE
		CONTINUE
		CONTINUE
HOIDAY - 21.04.2021 (Ram Navami)		
SUNDAY & Holiday (Mahavir Jayanti) 25.04.2021		
2	April (26 -30)	CONCEPT OF MARKETING
		CONTINUE
		CONTINUE
	May (1st)	CONTINUE
		MARKETING ENVIRONMENT
SUNDAY - 02.05.2021		
3	May (03 - 08 )	CONTINUE
		MARKETING MIX
		CONTINUE
		CONTINUE
		STP(SEGMENTING,TARGETING,POSITIONING) APPROACH TO MARKETING
SUNDAY - 09.05.2021		
4	May (10-13 ) (15)	CONTINUE
		CONTINUE
		CONTINUE
		MARKETING INFORMATION SYSTEM : MEANING AND COMPONENTS
		MARKETING RESEARCH
HOLIDAY - 14.05.2021 (Id-ul-Fitr / Parshuram Jayanti)		
SUNDAY - 16.05.2021		
5	May (17-22)	CONTINUE
		CONSUMER BEHAVIOUR-MEANING AND IMPORTANCE OF STUDY FOR MARKETEERS
		CONTINUE
		CONTINUE
		CONTINUE

SUNDAY - 23.05.2021		
6	May (24-29)	<b>PRODUCT : MEANING,LEVELS AND PRODUCT MIX</b>
		CONTINUE
		CONTINUE
		CONTINUE
		<b>NEW PRODUCT DEVELOPMENT</b>
		CONTINUE
SUNDAY - 30.05.2021		
7	May (31)	<b>PRODUCT LIFE CYCLE</b>
	June (1 - 5)	CONTINUE
		CONTINUE
		<b>ASSIGNMENT IST : MARKETING RESEARCH</b>
		<b>BRANDING AND PACKAGING DECISIONS</b>
	CONTINUE	
SUNDAY - 06.06.2021		
8	June (7-12)	CONTINUE
		<b>PRICING : MEANING,PROCEDURE FOR SETTING A PRICE , PRICE VARIATION</b>
		CONTINUE
		CONTINUE
		<b>DISTRIBUTION CHANNELS : LEVELS AND ROLES</b>
	CONTINUE	
SUNDAY & Holiday (Maharana Pratap Jayanti) 13.06.2021		
9	June (14 -19)	CONTINUE
		<b>CONDITIONAL TEST ON MARKETING MIX &amp; PRICING</b>
		<b>MANAGEMENT OF PHYSICAL DISTRIBUTION</b>
		CONTINUE
		CONTINUE
	<b>PROMOTION : PROMOTION MIX- A STUDY OF ADVERTISING</b>	
SUNDAY - 20.06.2021		
10	June (21-23) (25 - 26)	CONTINUE
		CONTINUE
		<b>ASSIGNMENT IIND ON DISTRIBUTION CHANNELS</b>
		<b>SALES PROMOTION</b>
		CONTINUE
HOLIDAY - 24.06.2021 (Sant Kabir Jayanti)		
SUNDAY - 27.06.2021		
11	June (28-30)	CONTINUE
	July (1-3)	CONTINUE
		<b>PERSONAL SELLING</b>
		CONTINUE
		CONTINUE
	<b>DIRECT MARKETING AND PUBLIC RELATIONS</b>	

<b>SUNDAY - 04.07.2021</b>		
<b>12</b>	<b>July (5 - 10)</b>	CONTINUE
		CONTINUE
		<b>MARKETING ORGANISATION AND CONTROL</b>
		CONTINUE
		CONTINUE
		REVISION
<b>SUNDAY - 11 .07.2021</b>		
<b>13</b>	<b>July (12)</b>	REVISION

# I.B. (PG) COLLEGE, PANIPAT

SESSION 2020-2021

Weekly Lesson Plan (Even Semester) UG 4th Semester

Name of the Paper:- Financial Management Class: BBA IIND YEAR

Name of the Teachers (Section wise): Prof. Karuna Sachdeva

WEEK	DATE	TOPICS
1	April (19-20) , (22-24)	Discussion about syllabus
		Financial Management: Meaning , Nature , Scope And Objectives , Finance Function.
		Continued
		Continued
		Continued
<b>HOIDAY - 21.04.2021 (Ram Navami)</b>		
<b>SUNDAY &amp; Holiday (Mahavir Jayanti) 25.04.2021</b>		
2	April (26 -30)	Continued
		Financial Planning : Meaning , Nature , Determinants And Process.
		Continued
		Continued
	May (1st)	Continued
		Class Test
<b>SUNDAY - 02.05.2021</b>		
3	May (03 - 08 )	Investment Decisions : Capital Budgeting, Nature , Significance , Process, Methods Of Evaluation .
		Continued
		Continued
		Continued
		Continued
		Continued
<b>SUNDAY - 09.05.2021</b>		
4	May (10-13 ) (15)	Continued
		Continued
		Problems
		Cost Of Capital : Concept , Significance, Computation Of Cost Of Capital , Weighted Average Cost Of Capital .
		Continued
<b>HOLIDAY - 14.05.2021 (Id-ul-Fitr / Parshuram Jayanti)</b>		
<b>SUNDAY - 16.05.2021</b>		
5	May (17-22)	Continued
		Continued
		Continued
		Continued
		Continued
		Continued

<b>SUNDAY - 23.05.2021</b>		
6	May (24-29)	Continued
		Continued
		Revision and Problems
		Financing Decisions : Capitalization.
		Continued
		Continued
<b>SUNDAY - 30.05.2021</b>		
7	May (31)	Continued
	June (1 - 5)	Continued
		Assignment I on Financial Management: Nature And Its Scope ; Cost Of Capital.
		Capital Structure Decisions, Theories Of Capital Structure.
		Continued
		Continued
<b>SUNDAY - 06.06.2021</b>		
8	June (7-12)	Continued
		Continued
		Continued
		Continued
		Class Test
		Dividend Decisions : Nature, Concept, Significance , Dividend Models.
<b>SUNDAY &amp; Holiday (Maharana Pratap Jayanti) 13.06.2021</b>		
9	June (14 -19)	Continued
		Continued
		Continued
		Continued
		Continued
		Conditional Test on Capital Structure And Dividend Decisions
<b>SUNDAY - 20.06.2021</b>		
10	June (21-23) (25 - 26)	Working Capital Management: Concept , Nature , Significance,Components.
		Continued
		Continued
		Continued
		Continued
<b>HOLIDAY - 24.06.2021 (Sant Kabir Jayanti)</b>		
<b>SUNDAY - 27.06.2021</b>		
11	June (28-30)	Continued
	July (1-3)	Continued
		Problems
		Assignment II on Working Capital Management
		Sources Of Finance : Short Term And Medium Term.
		Continued

<b>SUNDAY - 04.07.2021</b>		
<b>12</b>	<b>July (5 - 10)</b>	Continued
		Sources Of Finance: Long Term .
		Continued
		Continued
		Class Test
		Revision and Problems
<b>SUNDAY - 11 .07.2021</b>		
<b>13</b>	<b>July (12)</b>	Revision and Problems

# I.B. (PG) COLLEGE, PANIPAT

SESSION 2020-2021

Weekly Lesson Plan (Even Semester)

UG (4th Semester)

Name of the Paper:-PRINCIPLES OF MATERIAL MANAGEMENT

Class: BBA-II

Name of the Teacher: Prof. Nisha

WEEK	DATE	TOPICS
1	April (19-20) , (22-24)	DISCUSSION ABOUT SYLLABUS & MEANING OF MATERIAL MANAGEMENT
		MATERIAL MANAGEMENT-CONCEPT & NATURE
		OBJECTIVES & FUNCTIONS OF MATERIAL MANAGEMENT
		IMPORTANCE & SCOPE OF MATERIAL MANAGEMENT
		CHALLENGES & INTERFACES OF MATERIAL MANAGEMENT
<b>HOIDAY - 21.04.2021 (Ram Navami)</b>		
<b>SUNDAY &amp; Holiday (Mahavir Jayanti) 25.04.2021</b>		
2	April (26 -30)	INTEGRATED APPROACH OF MATERIAL MANAGEMENT
		ORGANISING FOR MATERIAL MANAGEMENT-MEANING & APPROACHES
		TYPES & IMPORTANCE OF ORGANIZATION STRUCTURE FOR MATERIAL MANAGEMENT
	May (Ist)	LIMITATIONS OF ORGANIZING OF MATERIAL MANAGEMENT
		REVISION & ORAL TEST
		SYSTEM APPROACH-MEANING, FEATURES & DIAGRAM
<b>SUNDAY - 02.05.2021</b>		
3	May (03 - 08 )	BENEFITS OF SYSTEM APPROACH, PROCESS OF MANAGEMENT & MATERIAL FUNCTION
		MATERIAL PLANNING: MEANING & ADVANTAGES, PROCESS
		TECHNIQUES & MATERIAL REQUIREMENT PLANNING (MRP)
		MRP: CONTIUNED.....
		CONTINUED.....
<b>SUNDAY - 09.05.2021</b>		
4	May (10-13 ) (15)	MAKING THE MATERIAL PLAN WORK & ORAL TEST
		MATERIAL BUDGET: MEANING, COMPONENTS & IMPORTANCE
		PURCHASING: MEANING & OBJECTIVES
		FUNCTIONS &IMPORTANCE OF PURCHASING
		PURCHASING CYCLES & FACTORS AFFECTING PURCHASING
<b>HOLIDAY - 14.05.2021 (Id-ul-Fitr / Parshuram Jayanti)</b>		



<b>SUNDAY - 16.05.2021</b>		
<b>5</b>	<b>May (17-22)</b>	PURCHASING METHODOLOGIES- CENTRALIZED & DECENTRALIZED PURCHASING
		LEGAL ASPECTS OF PURCHASING & ORGANIZING OF PURCHASEING DEPARTMENT
		REVISION AND ORAL TEST
		PRINCIPLES OF PURCHASING & PURCHASING POLICY & STRUCTURE
		PURCHASING PROCEDURE, DIFFERENCE BETWEEN PURCHASING PROCEDURE & POLICY
		PURCHASING CAPITAL EQUIPMENTS, PLANT & MACHINERY- MEANING, FACTORS FOR SELECTION OF CAPITAL EQUIPMENTS
<b>SUNDAY - 23.05.2021</b>		
<b>6</b>	<b>May (24-29)</b>	GOVERNMENT PURCHASING & PROCEDURE & PURCHASING DOCUMENTATION
		CODING, DECODING & CLASSIFICATION OF MATERIALS
		CONTINUE...
		MATERIAL MANAGEMENT INFORMATION SYSTEM- MEANING, CONCEPT OF INTERGRATED MANAGEMENT INFORMATION SYSTEM
		APPLICATIONS OF MIS IN MATERIAL MANAGEMENT & LIMITATIONS
		STORE MANAGEMENT-MEANING & TYPES OF STORE
<b>SUNDAY - 30.05.2021</b>		
<b>7</b>	<b>May (31)</b>	OBJECTIVES & IMPORTANCE OF STORE MANAGEMENT
	<b>June (1 - 5)</b>	FUNCTIONS OF STORE MANAGEMENT & STORE ORGANIZATION
		METHODS OF VALUATION OF STOCK
		CONTINUE...
		INVENTORY MANAGEMENT-MEANING & TYPES OF INVENTORY
		ASSIGNMENT (I) ON INTRODUCTION TO MATERIAL MANAGEMANT
<b>SUNDAY - 06.06.2021</b>		
<b>8</b>	<b>June (7-12)</b>	MOTIVES FOR HOLDING INVENTORY & COST ASSOCIATED WITH HOLDING INVENTORY
		INVENTORY MANAGEMENT & CONTROL :MEANING & OBJECTIVES
		IMPORTANCE & TECHNIQUES OF INVENTORY MANAGEMENT & CONTROL
		CONTINUE...
		STATISTICAL QUALITY CONTROL-MEANING & OBJECTIVES
		TECHNIQUES OF STATISTICAL QUALITY CONTROL & QUALITY ASSURANCE & INCOMING QUALITY CONTROL

<b>SUNDAY &amp; Holiday (Maharana Pratap Jayanti) 13.06.2021</b>				
9	June (14 -19)	CONTINUE... & ADVANTAGES OF STATISTICAL QUALITY CONTROL		
		CONTINUE... & DISADVANTAGES OF STATISTICAL QUALITY CONTROL		
		CONDITIONAL TEST ON PURCHASING UNIT, OBJECTIVES OF MATERIAL MANAGEMENT VALUE ANALYSIS-MEANING & OBJECTIVES PROCESS & TECHNIQUES OF VALUE ANALYSIS ADVANTAGES OF VALUE ANALYSIS & DIFFERENCE BETWEEN VALUE ANALYSIS & VALUE ENGINEERING		
<b>SUNDAY - 20.06.2021</b>				
10	June (21-23) (25 - 26)	PROBLEMS IN VALUE ANALYSIS & GUIDELINES		
		ASSIGNMENT (II) ON INVENTORY MANAGEMENT		
		TRANSPORTATION-MEANING & TYPES IMPORTANCE/ FUNCTIONS & FACTORS FOR SELECTION OF TRANSPORTATION		
		MATERIAL HANDLING-MEANING & PRINCIPLES		
<b>HOLIDAY - 24.06.2021 (Sant Kabir Jayanti)</b>				
<b>SUNDAY - 27.06.2021</b>				
11	June (28-30)	FUNCTIONS & IMPORTANCE OF MATERIAL HANDLING OBJECTIVES & FACTORS AFFECTING MATERIAL HANDLING		
		GUIDELINES FOR MATERIAL HANDLING & PROBLEMS IN MATERIAL HANDLING		
	July (1-3)	TYPES OF TOOLS USED IN MATERIAL HANDLING & ITS ADVANTAGES OPERATION RESEARCH-MEANING & APPLICATIONS ADVANTAGES & TECHNIQUES OF OPERATION RESEARCH		
		<b>SUNDAY - 04.07.2021</b>		
		12	July (5 - 10)	CONTINUE.... & DISADVANTAGES OF OPERATION RESEARCH MATERIAL LOGISTICS & PHYSICAL DISTRIBUTION-MEANING & CONCEPT COMPONENTS OF MATERIAL LOGISTICS & PHYSICAL DISTRIBUTION & ITS DIFFERENCE FUNCTIONS AND IMPORTANCE OF MATERIAL LOGISTICS AND PHYSICAL DISTRIBUTION WAREHOUSE- MEANING, FUNCTIONS & TYPES CONTINUE.....
<b>SUNDAY - 11 .07.2021</b>				
13	July (12)			REVISION