

**I.B. (PG) COLLEGE, PANIPAT
(SESSION 2021-2022)**

Teaching Term : (06.10.2021 to 22.02.2022) (Odd Semester)

Weekly Lesson Plan UG (IIIrd Semester)

Name of the Paper:- BUSINESS COMMUNICATION-II

Class: BBA-II

Name of the Teacher: Prof. MANEET KAUR

WEEK	DATE	TOPICS
1	October (6 - 9)	ORIENTATION
		HOLIDAY - 07.10.2021 - Maharaja Agarsen Jayanti
		ORIENTATION
		ORIENTATION
SUNDAY - 10.10.2021		
2	October (11-16)	SYALLBUS DISCUSSION
		BUSINESS COMMUNICATION: BASIC FORMS- INTRODUCTION OF COMMUNICATION
		MEANING & DEFINITION OF COMMUNICATION
		CONTINUE...
		HOLIDAY - 15.10.2021 - DUSSEHRA
COMMUNICATION PROCESS - MEANING AND IMPORTANCE		
SUNDAY - 17.10.2021		
3	October (18-23)	CONTINUE...
		COMPONENTS OF COMMUNICATION PROCESS
		Holiday - 20.10.2021 - Maharishi Valmiki Jayanti
		ORAL REVISION
		CLASS TEST
EFFECTIVE COMMUNICATION SKILLS- INTRODUCTION, CONCEPT AND NEED OF EFFECTIVE BUSINESS COMMUNICATION		
SUNDAY - 24.10.2021		
4	October (25 -30)	KEY ELEMENTS, FOUNDATIONS OF EFFECTIVE BUSINESS COMMUNICATION
		CONTINUE
		EFFECTIVE BUSINESS COMMUNICATION STRATEGIES
		ESSENTIALS OF EFFECTIVE BUSINESS COMMUNICATION, SEVEN C's OF EFFECTIVE BUSINESS COMMUNICATION
		CONTINUE
CONTINUE		
VACATIONS: 31.10.2021 to 07.11.2021 - DIWALI BREAK		

5	November (8 -13)	IMPORTANCE OF EFFECTIVE BUSINESS COMMUNICATION
		CONTINUE
		CONTINUE
		ORAL REVISION
		CLASS TEST
BARRIERS AND GATEWAYS IN COMMUNICATION - INTRODUCTION, CAUSES OF BARRIERS		
SUNDAY - 14.11.2021		
6	November (15 -20)	CONTINUE...
		TYPES OF BARRIERS
		CONTINUE
		CONTINUE
		Holiday -19.11.2021 - Guru Nanak Dev Jayanti
CONTINUE		
SUNDAY - 21.11.2021		
7	November (22-27)	CONTINUE
		STRATEGIES TO REMOVE BARRIERS TO COMMUNICATION
		CONTINUE
		ORAL REVISION
		COMMERCIAL LETTERS- INTRODUCTION, PHYSICAL APPEARANCE OF BUSINESS LETTER
CONTINUE		
SUNDAY - 28.11.2021		
8	November (29-30) December (1-4)	LAYOUT OR FORMAT OF LETTERS
		CONTINUE
		CONTINUE
		DO & DON'TS OF BUSINESS WRITING
		CONTINUE
TYPES OF PERSUASIVE LETTERS		
SUNDAY - 5.12.2021		

9	December (6-11)	CONTINUE
		PURPOSES OF COLLECTION LETTERS
		CONTINUE
		ORAL REVISION & CLASS TEST
		WRITING BUSINESS AND ACADEMIC REPORTS- INTRODUCTION, OBJECTIVES
		CONTINUE....
SUNDAY - 12.12.2021		
10	December (13-18)	FUNCTIONS AND IMPORTANCE OF BUSINESS REPORT
		CONTINUE....
		STRUCTURE OF BUSINESS REPORT
		CONTINUE
		ACADEMIC REPORT WRITING- STRATEGIES
		STRUCTURE OF ACADEMIC REPORT
SUNDAY - 19.12.2021		
11	December (20-25)	PRESENTATION OF REPORT
		CONTINUE
		CONTINUE
		ORAL REVISION
		ASSIGNMENT I - EFFECTIVE COMMUNICATION SKILLS
		Holiday -25.12.2021 - Christmas
SUNDAY - 26.12.2021		
12	December (27-31)	PUBLIC SPEAKING: INTRODUCTION AND IMPORTANCE
		BASIC PRINCIPLES OF PUBLIC SPEAKING AND PRESENTATION
		WAYS OF DELIVERING THE MESSAGE, CONSIDERATION OF PERSONAL ASPECTS
		AUDIENCE ANALYSIS, APPEARANCE AND PHYSICAL ACTIONS
		HINTS AND TIPS FOR EFFECTIVE PERSUASIVE SPEAKING, USE OF VOICE
	January (1)	VOCAL DELIVERY, HOW TO IMPROVE YOUR VOICE, ADAPTING THE STYLE OF DELIVERY
SUNDAY -02.01.2022		
13	January (3-8)	FINAL PHASE
		ORAL REVISION
		LISTENING AND NEGOTIATING- INTRODUCTION AND MEANING, NATURE OF NEGOTIATION
		CONTINUE.....STAGES OF NEGOTIATION
		CONTINUE
		CONTINUE
SUNDAY - 09.01.2022		

14	January (10-15)	CONTINUE
		ORAL REVISION
		INTERVIEWS AND MEETINGS: INTRODUCTION, APPEARING FOR INTERVIEWS
		CONTINUE....., CONDUCTING INTERVIEW
		CONTINUE
		CONTINUE
SUNDAY - 16.01.2022		
15	January (17-22)	MEETING: MEANING & TECHNIQUES OF CONDUCTING MEETING
		CONTINUE
		CONTINUE
		ORAL REVISION
		ASSIGNMENT II - PUBLIC SPEAKING
		MECHANISM OF WRITING
SUNDAY - 23.01.2022		
16	January (24-29)	CONTINUE
		CONTINUE
		Holiday - 26.01.2022 - Republic day
		CONDITIONAL TEST-BARRIERS AND GATEWAYS IN COMMUNICATION
		CONTINUE
		ORAL REVISION
SUNDAY - 30.01.2022		
14	January(31)	EFFECTIVE LISTENING: INTRODUCTION, TYPES OF LISTENING
	February(1-4)	CONTINUE
		IMPORTANCE AND CONSEQUENCES OF EFFECTIVE LISTENING
		CONTINUE
		BARRIERS OF EFFECTIVE LISTENING, POOR LISTENING HABITS
Holiday - 05.02.2022 - Vasant Panchami		
SUNDAY - 6.02.2022		
15	February (7-12)	PRINCIPLES OF EFFECTIVE LISTENING
		CONTINUE
		FACTORS EFFECTING WRITTEN LISTENING EXERCISES
		TELEPHONE AND FACE-TO-FACE CONERSATION
		CONTINUE
		ORGANISATION COMMUNICATION
SUNDAY - 13.02.2022		
16	February (14-19)	CONTINUE
		CHANNELS OF COMMUNICATION
		CONTINUE
		INTERNAL AND EXTERNAL COMMUNICATION
		REVISION
		REVISION
SUNDAY - 20.02.2022		
17	February (21-22)	REVISION
		REVISION

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(SESSION 2021-2022)**

Teaching Term : (06.10.2021 to 22.02.2022)

(Odd Semester)

Weekly Lesson Plan : UG (IIIrd Semester)

Name of the Paper:- Business Statistics

Class: BBA 2nd Year

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

WEEK	DATE	TOPICS
1	October (6 - 9)	Orientation
		HOLIDAY - 07.10.2021 - Maharaja Agarsen Jayanti
		Orientation
		Orientation
SUNDAY - 10.10.2021		
2	October (11-16)	Time-table display&discussion
		Discussion about syllabus
		Definition &scope of statistics
		Functions &importance of statistics
		HOLIDAY - 15.10.2021 - DUSSEHRA
		Limitation &distrust
SUNDAY - 17.10.2021		
3	October (18-23)	Data collection &its methods
		Continue
		Holiday - 20.10.2021 - Maharishi Valmiki Jayanti
		Definition &methods of classification
		Frequency distribution
		Continue
SUNDAY - 24.10.2021		
4	October (25 -30)	Tabular representation
		Types of tables
		Diagrammatical representation
		Continue
		Graphical representation
		Continue
VACATIONS: 31.10.2021 to 07.11.2021 - DIWALI BREAK		

5	November (8 -13)	Meaning and types of averages
		Continue
		Median
		Quartiles ,Deciles,Percentiles
		Continue
		Mode
SUNDAY - 14.11.2021		
6	November (15 -20)	Continue
		Geometric mean
		Continue
		Harmonic mean
		Holiday -19.11.2021 - Guru Nanak Dev Jayanti
		Continue
SUNDAY - 21.11.2021		
7	November (22-27)	Relation between AM,GM,HM
		Problem discussion
		Definition and methods of measuring dispersion
		Interquartile range & quartile deviations
		Continue
		Mean deviations
SUNDAY - 28.11.2021		
8	November (29-30) December (1-4)	Standard deviations
		Continue
		Coefficient of variations
		Continue
		Lorenz curve
		Continue
SUNDAY - 5.12.2021		

9	December (6-11)	Definition & test of skewness
		Measures of skewness
		Continue
		Continue
		Continue
		Index number
SUNDAY - 12.12.2021		
10	December (13-18)	Types & limitations of index number
		Methods & construct index number
		Continue
		Weighted index number
		Continue
		Quantity index number
SUNDAY - 19.12.2021		
11	December (20-25)	Continue
		Test of adequacy of index number
		Continue
		Continue
		Continue
		Holiday -25.12.2021 - Christmas
SUNDAY - 26.12.2021		
12	December (27-31)	Chain base index
		Continue
		Continue
		First Assignment (collection, classification & presentation of data)
		fixed base index
	January (1)	Continue
SUNDAY - 02.01.2022		
13	January (3-8)	Continue
		Base conversion
		Continue
		Continue
		Cost of living index
		Continue
SUNDAY - 09.01.2022		

14	January (10-15)	Continue
		Continue
		Continue
		Census & sampling method
		Continue
		Continue
SUNDAY - 16.01.2022		
15	January (17-22)	Continue
		Meaning & steps of forecasting
		Continue
		Continue
		Continue
		Conditional test (central tendency)
SUNDAY - 23.01.2022		
16	January (24-29)	Forecasting method
		Continue
		Holiday - 26.01.2022 - Republic day
		Continue
		Computation of statistical techniques by MS-Excel
		Continue
SUNDAY - 30.01.2022		
14	January(31)	Continue
	February(1-4)	Continue
		Continue
		Moments & their utility
		Continue
Holiday - 05.02.2022 - Vasant Panchami		
SUNDAY - 6.02.2022		
15	February (7-12)	Assignment 2nd(index number)
		Continue
		Kurtosis
		Continue
		Continue
		Continue
SUNDAY - 13.02.2022		

16	February (14-19)	Revision
		Revision
		Revision
		Revision
		Revision
		Revision
		SUNDAY - 20.02.2022
17	February (21-22)	Revision
		Revision

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Teaching Term : (06.10.2021 to 22.02.2022) (Odd Semester)

Weekly Lesson Plan UG (Ist / IIIrd / Vth Semester)

Name of the Paper:-FUND. OF DBMS AND ORACLE

Class: B.B.A.II(III SEM)

Name of the Teachers (Section wise): NITIKA GOEL

WEEK	DATE	TOPICS
1	October (6 - 9)	
		HOLIDAY - 07.10.2021 - Maharaja Agarsen Jayanti
		INTRO OF SUBJECT
		GROUP DISCUSSION
SUNDAY - 10.10.2021		
2	October (11-16)	INTRODUCTION
		GENERAL DISCUSSION
		GENERAL DISCUSSION
		INTRODUCTION TO COMPUTER APPLICATIONS
		HOLIDAY - 15.10.2021 - DUSSEHRA
		REVISE
SUNDAY - 17.10.2021		
3	October (18-23)	USE OF COMPUTER IN BUSINESS
		Holiday - 20.10.2021 - Maharishi Valmiki Jayanti
		ADVANTAGES AND DISADVANTAGES OF COMPUTER
		GENERAL DISCUSSION
		GROUP DISCUSSION
SUNDAY - 24.10.2021		
4	October (25 -30)	COMPUTERIZED PAYROLL SYSTEM
		COMPUTERIZED INVENTORY SYSTEM
		REVISE OF PREVIOUS TOPICS
		COMPUTERIZED BANKING SYSTEM
		COMPUTERIZED PURCHASE ORDER SYSTEM
		TEST
VACATIONS: 31.10.2021 to 07.11.2021 - DIWALI BREAK		

5	November (8 -13)	COMPUTERIZED FINANCIAL ACCOUNTING SYSTEM
		INTRODUCTION TO DATA AND INFORMATION
		CHARACTERISTICS AND NEED OF INFORMATION
		DEFINITION OF DATABASE
		REVISE
		TEST
SUNDAY - 14.11.2021		
6	November (15 -20)	CONCEPT AND MEANING OF DATABASE
		TRADITIONAL FILE ORIENTED APPROACH
		PRESENTATION OF TOPICS
		PRESENTATION OF TOPICS
		Holiday -19.11.2021 - Guru Nanak Dev Jayanti
		GENERAL DISCUSSION
SUNDAY - 21.11.2021		
7	November (22-27)	DATABASE APPROACH
		CONTINUE
		COMPARISON BETWEEN FILE AND DATABASE APPROACH
		TEST
		COMPONENTS OF DATABASE SYSTEM
		DBMS AND ITS FUNCTIONS
SUNDAY - 28.11.2021		
8	November (29-30) December (1-4)	CONTINUE
		CONTINUE
		COMPONENTS OF DBMS
		REVISE OF TOPICS
		TEST
		PROBLEMS DISCUSSED
SUNDAY - 5.12.2021		

9	December (6-11)	DATA ABSTRACTION DEFINITION
		RELATIONSHIPS
		DATABASE SCHEMA AND INSTANCE
		PRESENTATION OF TOPICS
		PRESENTATION OF TOPICS
		REVISE
SUNDAY - 12.12.2021		
10	December (13-18)	DBMS ARCHITECTURE
		CONTINUE
		TEST
		MAPPINGS
		EXTERNAL AND CONCEPTUAL MAPPING
		DATA INDEPENDENCE
SUNDAY - 19.12.2021		
11	December (20-25)	GENERAL DISCUSSION
		REVISION OF TOPICS
		DATA MODELS
		CONTINUE
		CONTINUE
		Holiday -25.12.2021 - Christmas
SUNDAY - 26.12.2021		
12	December (27-31)	COMPARISON BETWEEN HIREARCHICAL , NETWORK AND RELATIONAL
		CONTINUE
		KEYS
		REVISE OF TOPICS
		TEST
	January (1)	REVISE
		SUNDAY -02.01.2022
13	January (3-8)	INTRODUCTION TO SQL
		COMPONENTS OF SQL
		DATA TYPES IN SQL
		IMPLEMENTATION OF INTEGRITY CONSTRAINTS
		CONTINUE
		REVISE
SUNDAY - 09.01.2022		

14	January (10-15)	TABLE CONSTRAINTS
		OPERATORS
		CONTINUE
		TEST
		SET OPERATORS
		VIEWS , SEQUENCE AND INDEXES
SUNDAY - 16.01.2022		
15	January (17-22)	INTRODUCTION TO PL/SQL
		STRUCTURE AND ARCHITECTURE OF PL/SQL
		CONTROL STRUCTURES
		REVISE
		GENERAL DISCUSSION ABOUT TOPICS
		DDL COMMANDS
SUNDAY - 23.01.2022		
16	January (24-29)	CREATE , AFTER, DROP
		TRUNCATE COMMAND
		Holiday - 26.01.2022 - Republic day
		CREATE QUERIES WITH DDL COMMANDS
		IMPLEEMENTING CONSTRAINTS
		TEST
SUNDAY - 30.01.2022		
14	January(31)	DML COMMANDS
	February(1-4)	INSERT , DELETE, UPDATE
		SELECT , SELECT WITH GROUP BY AND ORDER BY
		CREATING QUERIES WITH DML COMMANDS
		REVISE
Holiday - 05.02.2022 - Vasant Panchami		
SUNDAY - 6.02.2022		
15	February (7-12)	OPERATORS
		SQL FUNCTIONS
		NUMERIC FUNCTIONS
		SCALAR FUNCTIONS
		GROUP FUNCTIONS
		REVISE
SUNDAY - 13.02.2022		

16	February (14-19)	PRESENTATION OF TOPICS
		TEST
		REPORTS
		COMMANDS
		ADVANTAGES OF REPORT WRITING
		REVISION
		SUNDAY - 20.02.2022
17	February (21-22)	REVISION
		REVISION

I.B. (PG) COLLEGE, PANIPAT
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Teaching Term : (06.10.2021 to 22.02.2022)

(Odd Semester)

Weekly Lesson Plan UG (IIIrd Semester)

Name of the Paper:- Management Accounting

Class:BBA IInd Year

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

WEEK	DATE	TOPICS
1	October (6 - 9)	Orientation
		HOLIDAY - 07.10.2021 - Maharaja Agarsen Jayanti
		Orientation
		Orientation
SUNDAY - 10.10.2021		
2	October (11-16)	Discussion about Syllabus
		Management Accounting :Meaning and Nature
		Continued
		Continued
		HOLIDAY - 15.10.2021 - DUSSEHRA
		Continued
SUNDAY - 17.10.2021		
3	October (18-23)	Usefulness and functions of Management Accounting
		Scope of Management Accounting
		Holiday - 20.10.2021 - Maharishi Valmiki Jayanti
		Conventions of Management Accounting
		Techniques of Management Accounting
		Limitations of Management Accounting
SUNDAY - 24.10.2021		
4	October (25 -30)	Management Accounting v/s Financial Accounting
		Revision
		Class Test
		Cost Accounting : Meaning
		Continued
		Uses of Cost Accounting
VACATIONS: 31.10.2021 to 07.11.2021 - DIWALI BREAK		

5	November (8 -13)	Various Cost Concepts
		Organization of Cost Accounting Department
		Classification of Cost
		Continued
		Continued
		Cost Sheet
SUNDAY - 14.11.2021		
6	November (15 -20)	Continued
		Continued
		Costing Methods
		Continued
		Holiday -19.11.2021 - Guru Nanak Dev Jayanti
		Continued
SUNDAY - 21.11.2021		
7	November (22-27)	Continued
		Continued
		Continued
		Continued
		Problems
		Class Test
SUNDAY - 28.11.2021		
8	November (29-30) December (1-4)	Budget and Budgetary Control : Meaning and Nature
		Continued
		Kinds of Budgets
		Continued
		Continued
		Continued
SUNDAY - 5.12.2021		
9	December (6-11)	Preparation of Various types of Budgets
		Continued
		Continued
		Continued
		Continued
		Continued
SUNDAY - 12.12.2021		
10	December (13-18)	Continued
		Advantages of Budgetary Control
		Limitations of Budgetary Control
		Problems and Revision
		Marginal Costing : Break Even Analysis
		Continued
SUNDAY - 19.12.2021		

11	December (20-25)	Continued
		Continued
		Continued
		Continued
		Continued
		Holiday -25.12.2021 - Christmas
SUNDAY - 26.12.2021		
12	December (27-31)	Continued
		Continued
		Problems and Revision
		Assignment I on Management Accounting : an introduction
		Decision involving alternate choices
	January (1)	Continued
SUNDAY -02.01.2022		
13	January (3-8)	Continued
		Class Test
		Standard Costing : Types of Variances and their implementation
		Continued
		Continued
		Continued
SUNDAY - 09.01.2022		
14	January (10-15)	Continued
		Continued
		Continued
		Continued
		Continued
		Continued
SUNDAY - 16.01.2022		
15	January (17-22)	Problems and Revision
		Management Accounting and control Techniques : ABC
		Continued
		Continued
		Class Test
		Assignment II on Cost Accounting
SUNDAY - 23.01.2022		
16	January (24-29)	Uniform Costing
		Continued
		Holiday - 26.01.2022 - Republic day
		Continued
		Continued
		Balanced Score Card
SUNDAY - 30.01.2022		

14	January(31)	Continued
	February(1-4)	Continued
		Conditional Test on Budgets And Budgetary Control and ABC
		Target Costing
		Continued
Holiday - 05.02.2022 - Vasant Panchami		
SUNDAY - 6.02.2022		
15	February (7-12)	Continued
		Class Test
		Introduction to Responsibility Accounting
		Continued
		Continued
		Continued
SUNDAY - 13.02.2022		
16	February (14-19)	Continued
		Class Test
		Revision
		Revision
		Revision
		Revision
SUNDAY - 20.02.2022		
17	February (21-22)	Revision
		Revision

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Teaching Term : (06.10.2021 to 22.02.2022) (Odd Semester)

Weekly Lesson Plan UG (IIIrd Semester)

Name of the Paper:- MICRO BUSINESS ENVIRONMENT Class: BBA-II

Name of the Teacher : Prof. NISHA

WEEK	DATE	TOPICS
1	October (6 - 9)	ORIENTATION
		HOLIDAY - 07.10.2021 - Maharaja Agarsen Jayanti
		ORIENTATION
		ORIENTATION
SUNDAY - 10.10.2021		
2	October (11-16)	SYLLABUS DISCUSSION
		BUSINESS ENVIRONMENT : CONCEPT & DEFINITION
		FEATURES OF BUSINESS ENVIRONMENT
		TYPES / FACTORS AFFECTING BUSINESS ENVIRONMENT
		HOLIDAY - 15.10.2021 - DUSSEHRA
		CONTINUE..
SUNDAY - 17.10.2021		
3	October (18-23)	CONTINUE..
		CONTINUE..
		Holiday - 20.10.2021 - Maharishi Valmiki Jayanti
		CONTINUE..
		CONTINUE..
		CONTINUE..
SUNDAY - 24.10.2021		
4	October (25 -30)	SIGNIFICANCE OF STUDYING BUSINESS ENVIRONMENT
		REVISION & ORAL TEST
		ENVIRONMENTAL SCANNING : CONCEPT & OBJECTIVES
		PROCESS OF ENVIRONMENTAL SCANNING
		METHODS OF ENVIRONMENT SCANNING
		IMPORTANCE & LIMITATIONS OF ENVIRONMENTAL SCANNING
VACATIONS: 31.10.2021 to 07.11.2021 - DIWALI BREAK		

5	November (8 -13)	CONTINUE..
		FACTORS AFFECTING ENVIRONMENTAL SCANNING
		SWOT ANALYSIS
		REVISION
		ORAL TEST
		ECONOMIC ENVIRONMENT : CONCEPT & COMPONENTS
SUNDAY - 14.11.2021		
6	November (15 -20)	CONTINUE..
		REVISION & ORAL TEST
		SOCIAL ENVIRONMENT: MEANING & COMPONENTS
		CONTINUE..
		Holiday -19.11.2021 - Guru Nanak Dev Jayanti
		CONTINUE..
SUNDAY - 21.11.2021		
7	November (22-27)	CLASS ACTIVITY
		POLITICAL ENVIRONMENT : MEANING & COMPONENTS
		CONTINUE..
		LEGAL ENVIRONMENT: MEANING & COMPONENTS
		CRITICAL EVALUATION & CAUSES OF FAILURE OF POLITICAL & LEGAL ENVIRONMENT
		CONTINUE..
SUNDAY - 28.11.2021		
8	November (29-30) December (1-4)	RISK IN BUSINESS ENVIRONMENT: MEANING & TYPES
		COUNTRY RISK : MEANING & CAUSES
		POLITICAL RISK : MEANING & CAUSES
		PROCESS AND METHODS OF HANDLING BUSINESS RISK
		CONTINUE..
		METHODS OF MEASURING BUSINESS RISK
SUNDAY - 5.12.2021		

9	December (6-11)	CONTINUE.. & PROBLEMS IN STUDYING BUSINESS RISK
		REVISION WITH ORAL TEST
		ECONOMIC SYSTEM : MEANING & CAPITALISM ECONOMIC SYSTEM-FEATURES
		ADVANTAGES & DISADVANTAGES OF CAPITALISM ECONOMIC SYSTEM
		SOCIALISM ECONOMIC SYSTEM : MEANING & FEATURES
		ADVANTAGES & DISADVANTAGES OF SOCIAL ECONOMIC SYSTEM
SUNDAY - 12.12.2021		
10	December (13-18)	MIXED ECONOMIC SYSTEM : MEANING & FEATURES
		ADVANTAGES & DISADVANTAGES OF MIXED ECONOMIC SYSTEM
		ORAL TEST
		ECONOMIC ROLE OF GOVERNMENT IN BUSINESS: CONCEPT
		REGULATORY & PROMOTIONAL ROLE OF GOVERNMENT
		ASSIGNMENT-I (BUSINESS ENVIRONMENT)
SUNDAY - 19.12.2021		
11	December (20-25)	ENTREPRENEURIAL & PLANNING ROLE OF GOVERNMENT
		CHANGING ROLE OF GOVERNMENT & RESPONSIBILITY OF BUSINESS TOWARDS GOVERNMENT
		STATE INTERVENTION IN BUSINESS
		SOCIAL RESPONSIBILITY OF BUSINESS : CONCEPT & ARGUMENT IN FAVOUR & AGAINST
		SOCIAL RESPONSIBILITY OF BUSINESS TOWRDS DIFFERENT INTERESTED GROUPS
		Holiday -25.12.2021 - Christmas
SUNDAY - 26.12.2021		
12	December (27-31)	CONTINUE...
		DIMENSIONS & DISCLOSURE BY COMPANIES
		BUSINESS ETHICS : MEANING & FEATURES
		IMPORTANCE & EXAMPLES OF BUSINESS ETHICS
		PROFESSIONALISATION OF BUSINESS : CONCEPT & FEATURES
	January (1)	CONTINUE...
SUNDAY -02.01.2022		
13	January (3-8)	PROFESSIONALISATION OF BUSINESS IN INDIA : CAUSES & BENEFITS
		CONTINUE...
		MRTP ACT : MEANING & OBJECTIVES
		ASSIGNMENT-II (RISK IN BUSINESS ENVIRONMENT)
		PROVISION OF MRTP ACT & MRTPC
		CONTINUE..
SUNDAY - 09.01.2022		

14	January (10-15)	CONTINUE...
		COMPETITION ACT : MEANING & OBJECTIVES
		CONDITIONAL (ECONOMIC SYSTEM, MRTP & COMPETITION ACT IN INDIA)
		PROVISION OF COMPETITION ACT
		CONTINUE...
SUNDAY - 16.01.2022		
15	January (17-22)	CONTINUE..
		CONTINUE..
		CONSTITUTIONAL ENVIRONMENT IN INDIA : MEANING & CONCEPT
		IMPORTANT PARTS OF CONSTITUTION AFFECTING BUSINESS
		CONTINUE..
SUNDAY - 23.01.2022		
16	January (24-29)	ECONOMIC PLANNING : MEANING & FEATURES
		STRATEGY AND PROBLEMS
		Holiday - 26.01.2022 - Republic day
		CONTINUE...
		OBJECTIVES OF ECONOMIC PLANNING
SUNDAY - 30.01.2022		
14	January(31)	CONTINUE...
	February(1-4)	TYPES & PROCESS OF ECONOMIC PLANNING
		SUGGESTIONS AND RATIONALE OF ECONOMIC PLANNING
		CONTINUE...
TENTH FIVE YEAR PLAN		
Holiday - 05.02.2022 - Vasant Panchami		
SUNDAY - 6.02.2022		
15	February (7-12)	CONTINUE...
		CONTINUE...
		ELEVENTH FIVE YEAR PLAN
		CONTINUE...
		CONTINUE...
TWELTH FIVE YEAR PLAN		
SUNDAY - 13.02.2022		
16	February (14-19)	CONTINUE...
		CONTINUE...
		REVISION
		REVISION
		REVISION
SUNDAY - 20.02.2022		
17	February (21-22)	REVISION
		REVISION

**I.B. (PG) COLLEGE, PANIPAT
(SESSION 2021-2022)**

Teaching Term : (06.10.2021 to 22.02.2022) (Odd Semester)

Weekly Lesson Plan UG (IIIrd Semester)

Name of the Paper:- Understanding Human Behaviour Class: BBA -II

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

WEEK	DATE	TOPICS
1	October (6 - 9)	Orientation
		HOLIDAY - 07.10.2021 - Maharaja Agarsen Jayanti
		Orientation
		Orientation
SUNDAY - 10.10.2021		
2	October (11-16)	Hawan and Commencement of Teaching
		Discussion about Syllabus
		Understanding Human Behaviour -An Introduction
		Continue
		HOLIDAY - 15.10.2021 - DUSSEHRA
		Continue
SUNDAY - 17.10.2021		
3	October (18-23)	Meaning and Nature of Human Behaviour
		Continue
		Holiday - 20.10.2021 - Maharishi Valmiki Jayanti
		Approaches to Study Human Behaviour : Cognitive Approach
		Continue
		Continue
SUNDAY - 24.10.2021		
4	October (25 -30)	Psychoanalytic Approach
		Continue
		Continue
		Individual Behaviour
		Continue
		Continue
VACATIONS: 31.10.2021 to 07.11.2021 - DIWALI BREAK		

5	November (8 -13)	Interpersonal Behaviour
		Continue
		Continue
		Continue
		Continue
		Continue
SUNDAY - 14.11.2021		
6	November (15 -20)	Group Behaviour
		Continue
		Continue
		Continue
		Holiday -19.11.2021 - Guru Nanak Dev Jayanti
		Continue
SUNDAY - 21.11.2021		
7	November (22-27)	Intergroup Behaviour
		Continue
		Continue
		Revision
		Revision
		Revision
SUNDAY - 28.11.2021		
8	November (29-30) December (1-4)	Personality- Meaning
		Nature of Personality
		Continue
		Continue
		Theories of Personality- Trait Theory
		Continue
SUNDAY - 5.12.2021		

9	December (6-11)	Psychoanalytic Theory
		Continue
		Continue
		Social Learning Theory
		Continue
		Continue
SUNDAY - 12.12.2021		
10	December (13-18)	Emotion - Meaning and Nature
		Continue
		Continue
		Physiological Responses in Emotion
		Continue
		Continue
SUNDAY - 19.12.2021		
11	December (20-25)	Theories of Emotion
		Continue
		Continue
		Continue
		Continue
		Holiday -25.12.2021 - Christmas
SUNDAY - 26.12.2021		
12	December (27-31)	Motivation- Meaning
		Nature of Motivation
		Maslow's Need Hierarchy Theory
		Continue
		Two Factors Theory
	January (1)	Continue
SUNDAY -02.01.2022		
13	January (3-8)	Other Theories of Motivation
		Continue
		Continue
		Continue
		Continue
		Continue
SUNDAY - 09.01.2022		

14	January (10-15)	Perception : Meaning
		Nature of Perception
		Continue
		Perceptual Process
		Continue
		Continue
SUNDAY - 16.01.2022		
15	January (17-22)	Assignment - I
		Perceptual Selection
		Continue
		Perceptual Organisation
		Continue
SUNDAY - 23.01.2022		
16	January (24-29)	Perceptual Interpretations
		Continue
		Holiday - 26.01.2022 - Republic day
		Perceptual Distortions
		Continue
		Continue
SUNDAY - 30.01.2022		
14	January(31)	How to Overcome These Barriers
	February(1-4)	Continue
		Management and Perception
		Continue
		Conditional Test
Holiday - 05.02.2022 - Vasant Panchami		
SUNDAY - 6.02.2022		
15	February (7-12)	Learning: Meaning and Nature
		Continue
		Theories of Learning
		Continue
		Continue
		Assignment- II
SUNDAY - 13.02.2022		

16	February (14-19)	Memory and Forgetting
		Meaning, Nature and Types of Memory
		Levels of Memory
		Meaning, Nature and Types of Forgetting
		Continue
		Continue
SUNDAY - 20.02.2022		
17	February (21-22)	Revision
		Revision