

# I.B. (PG) COLLEGE, PANIPAT

## LESSON PLAN

SESSION 2022-23 (01.02.2023 to 16.05.2023)

Weekly Lesson Plan Even Semester)

UG - IV Semester

Name of the Paper:- Corporate Accounting

Class: B.Com II Year

Name of the Teachers (Section Wise) : Dr. Sunit Sharma, Prof. Ruchika Batra, Prof. Aakansha Sharma

WEEK	DATE	TOPICS
1	February (1-4)	Meaning and definition of goodwill
		Need for valuation and factors affecting goodwill
		Average profit method of valuation of goodwill and related practical problems
		Average profit method of valuation of goodwill and related practical problems
<b>SUNDAY - 05.02.2023 Holiday (Guru Ravidass Jayanti )</b>		
2	February (6-11)	Capitalisation of super profit method with practical problems
		Valuation of shares
		Capitalization of average profit method and purchase consideration method
		Annuity method and practical problems
		Problems related to all methods
		Meaning and definition of valuation of shares and factors affecting the valuation of shares
<b>SUNDAY - 12.02.2023</b>		
3	February (13-17)	Net asset method of valuation of shares
		Dividend yield method with practical problems
		Earning capacity method
		Earning capacity method to be continued with practical problems
		Fair value
<b>HOLIDAY - 18.02.2023 (Maha Shivratri)</b>		
<b>SUNDAY - 19.02.2023</b>		
4	February (20-25)	Problems relating to Fair value method
		Test of valuation of shares
		Accounts of banking company
		Meaning and definition and Slip payment system
		Rebate on bills discounted and its accounting treatment
		Format of statement of profit and loss account schedule 13 to schedule 16
<b>SUNDAY - 26.02.2023</b>		
5	February (27-28) March (1-4)	Non- Performing Assets
		Classification of assets, Accounting treatment an provisions
		practical problems
		Balance sheet from schedule 1 to 12
		Adjustment relating to final accounts of banking company
		Simple practical problems
<b>SUNDAY - 05.03.2023</b>		
<b>Holi Vacations - 05.03.2023 to 12.03.2023</b>		
7	March (13-18)	Test of format of profit and loss account
		Test of format of balance sheet
		Discussion relating to problems involved in solving the back exercise questions
		Liquidation of the company
		Meaning and methods of liquidation of a company
		Format of liquidator's final statement of account
<b>SUNDAY - 19.03.2023</b>		
8	March (20-25)	Explanation of Receipt and Payment side of liquidator's statement
		Calculation of the liquidator's remuneration
		Calculation of the liquidator's remuneration
		Accounting treatment of payment to debenture holders and preference shareholders
		Assignment-I
<b>SUNDAY - 26.03.2023</b>		
<b>HOLIDAY 23.03.2023 Shaheedi Diwas</b>		

9	March (27-31)	Payment to equity shareholders and distribution of surplus
		Removing the disparity among equity shareholders
	April (1)	Receiver for debenture holders
		Statement of Affairs and deficiency account
		Accounts of holding company
<b>HOLIDAY - 30.03.2023 (Ram Navmi )</b>		
<b>SUNDAY - 02.04.2023</b>		
9	April (3-8)	Meaning and definition of holding company, its advantages and disadvantages
		Format of consolidated balance sheet
		Calculation of cost of control or capital reserve
		Pre and post acquisition profits and its accounting treatment
		Conditional Test
<b>HOLIDAY - 04.04.2023 (Mahavir Jayanti)</b>		
<b>SUNDAY - 09.04.2023</b>		
10	April (10-15)	Shares acquired during the year and related practical problems
		Unrealised profits and its accounting treatment
		Inter-company owings and related practical problems
		Test of practical problems of back exercise
		Investment by holding company in preference shares and debentures and their accounting treatment
<b>SUNDAY - 16.04.2023</b>		
<b>HOLIDAY - 14.04.2023 (DR.B.R.Ambedkar Jayanti)</b>		
11	April (17-21)	Dividend received by the holding company out of pre- acquisition profits and related practical problems
		Interim dividend received by the holding company from subsidiary company and its practical problems
		Practical problems relating to proposed dividend
		Revaluation of assets and related consolidated balance
		Issue of bonus shares out of pre- acquisition profits
<b>SUNDAY - 23.04.2023</b>		
<b>Holiday Id-UI-Fitr/Parshuram Jayanti (Saturday)</b>		
12	April (24-29)	Practical problems relating to the whole chapter
		Assignment-II
		Insurance Company Accounts
		Meaning and definition and Types of insurance
		Difference between life insurance and general insurance
		Schedules relating to policyholder's account
<b>SUNDAY - 30.04.2023</b>		
13	May (1-6)	profit and loss account of life insurance company
		practical problems relating to Revenue a/c and profit and loss a/c of life insurance company
		Balance sheet of life insurance company
		Revenue a/c of general insurance company
		Profit and loss a/c and balance sheet of general insurance company
		Adjustments relating to final accounts of insurance company
<b>SUNDAY - 07.05.2023</b>		
14	May (8-13)	Preparation of Revenue a/c. profit and loss a/c and balance sheet of insurance company
		practical problems
		Revision
		Revision
		Revision
		Revision
<b>SUNDAY - 14.05.2023</b>		
14	May (15-16)	Revision
		Revision
<b>Examination 17.05.2023 Onwards.</b>		

# I.B. (PG) COLLEGE, PANIPAT

## LESSON PLAN

SESSION 2022-23 (01.02.2023 to 16.05.2023)

Weekly Lesson Plan Even Semester)

UG ( IV Semester)

Name of the Paper:- Business Statistics

Class: B.com II

Name of the Teachers (Section Wise) : Prof. Madhvi , Prof. Vanita Rehani

WEEK	DATE	TOPICS
1	February (1-4)	Discussion about syllabus
		Simple Correlation: Concept
		Types:Multiple and Partial;Linear and non-linear
		Scatter Diagram
<b>SUNDAY - 05.02.2023 Holiday (Guru Ravidass Jayanti )</b>		
2	February (6-11)	Methods: Karl Pearson's co-efficient of correlation
		Continued...
		Continued...
		Continued...
		Continued...
<b>SUNDAY - 12.02.2023</b>		
3	February (13-17)	Continued...
		Continued...
		Spearman's Rank Correlation
		Continued...
		Concurrent deviation method
<b>HOLIDAY - 18.02.2023 (Maha Shivratri)</b>		
<b>SUNDAY - 19.02.2023</b>		
4	February (20-25)	Probable and Standard Errors
		Continued...
		Problem Discussion and Revision
		Regression Analysis:Meaning
		Difference between Correlation and Regession
		Regression Coefficients
<b>SUNDAY - 26.02.2023</b>		
5	February (27-28) March (1-4)	Methods of calculation of simple regression
		Continued...
		Continued...
		Continued...
		Continued...
		Continued...
<b>SUNDAY - 05.03.2023</b>		
<b>Holi Vacations - 05.03.2023 to 12.03.2023</b>		
7	March (13-18)	Continued...
		Continued...
		Standard error of estimate
		Continued...
		Revision
Probability:Concept and Approaches;		
<b>SUNDAY - 19.03.2023</b>		
8	March (20-25)	Continued...
		Continued...
		Addition and Multiplication Laws of Probability
		Continued...
		Continued...

<b>SUNDAY - 26.03.2023</b>		
<b>HOLIDAY 23.03.2023 Shaheedi Diwas</b>		
<b>9</b>	<b>March (27-31) April (1)</b>	Continued...
		Continued...
		Continued...
		Continued...
		Continued...
<b>HOLIDAY - 30.03.2023 (Ram Navmi )</b>		
<b>SUNDAY - 02.04.2023</b>		
<b>9</b>	<b>April (3-8)</b>	Revision
		Assignment -1
		Conditional Probability
		Continued...
		Continued...
<b>HOLIDAY - 04.04.2023 (Mahavir Jayanti)</b>		
<b>SUNDAY - 09.04.2023</b>		
<b>10</b>	<b>April (10-15)</b>	Continued...
		Revision & Problem Discussion
		Bayes' Theorem
		Continued...
		Revision & Problem Discussion
<b>SUNDAY - 16.04.2023</b>		
<b>HOLIDAY - 14.04.2023 (DR.B.R.Ambedkar Jayanti)</b>		
<b>11</b>	<b>April (17-21)</b>	Conditional Test
		Probability Distribution:Concept
		Binomial Distribution:Properties and Parameters
		Continued...
		Continued...
<b>SUNDAY - 23.04.2023</b>		
<b>Holiday Id-UI-Fitr/Parshuram Jayanti (Saturday)</b>		
<b>12</b>	<b>April (24-29)</b>	Continued...
		Continued...
		Assignment -2
		Poisson Distribution: Properties and Parameters
		Continued...
		Continued...
<b>SUNDAY - 30.04.2023</b>		
<b>13</b>	<b>May (1-6)</b>	Continue...
		Revision & Problem Discussion
		Normal Distribution: Properties and Parameters
		Continued...
		Continued...
		Continued...
<b>SUNDAY - 07.05.2023</b>		
<b>14</b>	<b>May (8-13)</b>	Continued...
		Revision & Problem Discussion
		Revision & Problem Discussion
		Revision & Problem Discussion
		Revision & Problem Discussion
		Revision & Problem Discussion
<b>SUNDAY - 14.05.2023</b>		
<b>14</b>	<b>May (15-16)</b>	Revision & Problem Discussion
		Revision & Problem Discussion
<b>Examination 17.05.2023 Onwards.</b>		

# I.B. (PG) COLLEGE, PANIPAT

## LESSON PLAN

SESSION 2022-23 (01.02.2023 to 16.05.2023)

Weekly Lesson Plan Even Semester)

UG ( IV Semester)

Name of the Paper:- Business Law- II

Class: B.com- II Year

Name of the Teachers (Section Wise) :Prof. Maneet Kaur, Prof. Anchal Batra, Prof. Nisha Goel

WEEK	DATE	TOPICS
1	February (1-4)	DISCUSSION ABOUT SYLLABUS
		Indian Partnership Act,1932: Introduction,Characteristics &Touchstone of Partnership
		Rights &Duties of partners
		Relation of partners to third parties
<b>SUNDAY - 05.02.2023 Holiday (Guru Ravidass Jayanti )</b>		
2	February (6-11)	Types of partners
		Outgoing partner & its rights and liabilities
		Revocation of continuing guarantee
		Dissolution of partnership &firm
		Methods of dissolution of firm
<b>SUNDAY - 12.02.2023</b>		
3	February (13-17)	Rights & Liabilities of partners after dissolution
		Settlements of accounts after dissolution
		Registration of partnership firm
		Procedure &advantages of registration
<b>HOLIDAY - 18.02.2023 (Maha Shivratri)</b>		
<b>SUNDAY - 19.02.2023</b>		
4	February (20-25)	Partnership deed
		Continue
		Revision
		Limited Liability Partnership (LLP) Act, 2008: introduction and meaning
		Features of LLP
<b>SUNDAY - 26.02.2023</b>		
5	February (27-28) March (1-4)	Merits of LLP
		Incorporation of LLP
		Continue
		Class Activity
		Continue.. Incorporation
<b>SUNDAY - 05.03.2023</b>		
<b>Holi Vacations - 05.03.2023 to 12.03.2023</b>		
7	March (13-18)	Relations & Liability of limited liability partners
		Extent & Limitation of limited liability partnership and partner
		Unlimited liability in case of fraud
		Continue
		Meaning of negotiable instrument
8	March (20-25)	Features of a negotiable instrument
		Kinds of negotiable instruments
		Continue
		Crossing a cheque
		Types of crossing
<b>SUNDAY - 19.03.2023</b>		
8	March (20-25)	Continue
		Parties and Holder of a negotiable instruments
		Liabilities of parties to negotiable instruments
		Meaning & modes of negotiation
<b>SUNDAY - 19.03.2023</b>		
8	March (20-25)	Meaning of assignment

<b>SUNDAY - 26.03.2023</b>		
<b>HOLIDAY 23.03.2023 Shaheedi Diwas</b>		
9	March (27-31) April (1)	Meaning of endorsement & its essentials
		Kinds of endorsement
		Continue
		Assignment - 1st(indian partnership act, 1932)
		Revision
<b>HOLIDAY - 30.03.2023 (Ram Navmi )</b>		
<b>SUNDAY - 02.04.2023</b>		
9	April (3-8)	Meaning of acceptance &its types
		Continue
		Conditional Test (negotiable act 1881)
		Meaning of presentment
		Rules regarding presentment for payment
<b>HOLIDAY - 04.04.2023 (Mahavir Jayanti)</b>		
<b>SUNDAY - 09.04.2023</b>		
10	April (10-15)	Meaning of dishonor &discharge of negotiable instruments
		Right to Information Act,2005: Introduction, Meaning and Objectives
		Continue
		Procedure for obtaining information under right to information act
		Exemptions from disclosure of information
<b>SUNDAY - 16.04.2023</b>		
<b>HOLIDAY - 14.04.2023 (DR.B.R.Ambedkar Jayanti)</b>		
11	April (17-21)	Continue
		Information about the central information commission
		Information about the state information commission
		Obligations & Duties of public information officers
		Continue
<b>SUNDAY - 23.04.2023</b>		
<b>Holiday Id-UI-Fitr/Parshuram Jayanti (Saturday)</b>		
12	April (24-29)	Revision
		Assignment - 2nd(right to information act,2005)
		Meaning & Objectives of Information Technology Act,2000
		Digital Signature & Electronic Signature
		Continue
		Continue
<b>SUNDAY - 30.04.2023</b>		
13	May (1-6)	Oral Test
		Security of electronic records & electronic signatures
		Continue
		Electronic Signature Certificates
		Continue
		Oral Test
<b>SUNDAY - 07.05.2023</b>		
14	May (8-13)	The Cyber Appellate Tribunal
		Continue
		Continue
		Group Discussion
		Revision
		Revision
<b>SUNDAY - 14.05.2023</b>		
14	May (15-16)	Revision
		Revision
<b>Examination 17.05.2023 Onwards.</b>		

# I.B. (PG) COLLEGE, PANIPAT

## LESSON PLAN

SESSION 2022-23 (01.02.2023 to 16.05.2023)

Weekly Lesson Plan (Even Semester)

UG ( IV - Semester)

Name of the Paper:- Company LAW - II

Class: B.Com-II Year

Name of the Teachers (Section Wise) : Prof. Sakshi Munjal, Prof. Reena, Prof. Pooja Batra

WEEK	DATE	TOPICS
1	February (1-4)	Introduction to Syllabus
		Membership in Companies
		Contd.
		Contd.
<b>SUNDAY - 05.02.2023 Holiday (Guru Ravidass Jayanti )</b>		
2	February (6-11)	Contd.
		Contd.
		Contd.
		Company Management and administration
		Contd.
<b>SUNDAY - 12.02.2023</b>		
3	February (13-17)	Directors: legal Position, qualification, appointment, removal
		Contd.
		Contd.
		Powers, duties and liabilities of Directors
<b>HOLIDAY - 18.02.2023 (Maha Shivratri)</b>		
<b>SUNDAY - 19.02.2023</b>		
4	February (20-25)	Contd.
		Managerial Remuneration, key management personnel: Managing Director, whole time Director, Manager
		Contd.
		Contd.
		Contd.
<b>SUNDAY - 26.02.2023</b>		
5	February (27-28) March (1-4)	Contd.
		Contd.
		Contd.
		Company Secretary: Role, appointment, duties, liabilities, right and dismissal
		Contd.
<b>SUNDAY - 05.03.2023</b>		
<b>Holi Vacations - 05.03.2023 to 12.03.2023</b>		
7	March (13-18)	Contd.
		Contd.
		Contd.
		Contd.
		Meeting: Concept and kinds of Meetings
<b>SUNDAY - 19.03.2023</b>		

8	March (20-25)	Contd.
		Contd.
		Contd.
		Contd.
		Contd.
<b>SUNDAY - 26.03.2023</b>		
<b>HOLIDAY 23.03.2023 Shaheedi Diwas</b>		
9	March (27-31) April (1)	Assignment -I
		Requisites of a Valid Meeting
		Authority,notice & agenda
		Contd.
		Contd.
<b>HOLIDAY - 30.03.2023 (Ram Navmi )</b>		
<b>SUNDAY - 02.04.2023</b>		
9	April (3-8)	Conditional Test
		quorum, chairman & conduct of Meeting
		Contd.
		Resolution, minutes and proxy
		Contd.
<b>HOLIDAY - 04.04.2023 (Mahavir Jayanti)</b>		
<b>SUNDAY - 09.04.2023</b>		
10	April (10-15)	Contd.
		Contd.
		Dividend, accounts of companies, audit and auditors
		Contd.
		Contd.
<b>SUNDAY - 16.04.2023</b>		
<b>HOLIDAY - 14.04.2023 (DR.B.R.Ambedkar Jayanti)</b>		
11	April (17-21)	Prevention of oppression and mismanagement, compromise, arrangement
		Contd.
		Contd.
		Reconstruction and amalgamation
		Contd.
<b>SUNDAY - 23.04.2023</b>		
<b>Holiday Id-UI-Fitr/Parshuram Jayanti (Saturday)</b>		
12	April (24-29)	Assignment -II
		Winding up: Meaning, modes of winding up procedure and consequences of winding up
		Contd.
		Contd.
		Contd.
<b>SUNDAY - 30.04.2023</b>		
13	May (1-6)	Revision
		Revision
		Revision
		Revision
		Revision
		Revision
<b>SUNDAY - 07.05.2023</b>		
14	May (8-13)	Revision
		Revision
		Revision
		Revision
		Revision
		Revision
<b>SUNDAY - 14.05.2023</b>		
14	May (15-16)	Revision
		Revision
<b>Examination 17.05.2023 Onwards.</b>		



# I.B. (PG) COLLEGE, PANIPAT

## LESSON PLAN

SESSION 2022-23 (01.02.2023 to 16.05.2023)

Weekly Lesson Plan Even Semester)

UG ( IV Semester)

Name of the Paper:-Computerised Accounting System Class: B.Com II

Name of the Teachers (Section Wise) : Prof. Ritika Jatna

WEEK	DATE	TOPICS
1	February (1-4)	introduction of computerised accounting system
		contd.
		contd.
		contd.
<b>SUNDAY - 05.02.2023 Holiday (Guru Ravidass Jayanti )</b>		
2	February (6-11)	Accounting in tally ERP 9
		contd.
		contd.
		Licensing
		contd.
<b>SUNDAY - 12.02.2023</b>		
3	February (13-17)	Administration of company
		contd.
		contd.
		Data Backup,Restore,Rewriting
<b>HOLIDAY - 18.02.2023 (Maha Shivratri)</b>		
<b>SUNDAY - 19.02.2023</b>		
4	February (20-25)	Tally Vault password
		contd.
		Company-setup features
		contd.
		contd.
<b>SUNDAY - 26.02.2023</b>		
5	February (27-28) March (1-4)	contd.
		contd.
		Master creation Accounts and Inventory
		contd.
		contd.
<b>SUNDAY - 05.03.2023</b>		
<b>Holi Vacations - 05.03.2023 to 12.03.2023</b>		
7	March (13-18)	Voucher Creation
		contd.
		contd.
		Order processing
		contd.
<b>SUNDAY - 19.03.2023</b>		
8	March (20-25)	Debit Note
		contd.
		Credit Note
		Job order processing
<b>SUNDAY - 26.03.2023</b>		
<b>HOLIDAY 23.03.2023 Shaheedi Diwas</b>		

9	March (27-31) April (1)	Assignment-1
		Mangament information system
		contd.
		contd.
<b>HOLIDAY - 30.03.2023 (Ram Navmi )</b>		
<b>SUNDAY - 02.04.2023</b>		
9	April (3-8)	Reports and registers
		contd.
		Accounting features,Multi currency
		contd.
<b>HOLIDAY - 04.04.2023 (Mahavir Jayanti)</b>		
<b>SUNDAY - 09.04.2023</b>		
10	April (10-15)	Conditional Test
		Intrest calculation,Banking features
		contd.
		contd.
<b>SUNDAY - 16.04.2023</b>		
<b>HOLIDAY - 14.04.2023 (DR.B.R.Ambedkar Jayanti)</b>		
11	April (17-21)	Statutory and Taxation features
		contd.
		Pay Roll in Tally ERP 9
		contd.
<b>SUNDAY - 23.04.2023</b>		
<b>Holiday Id-UI-Fitr/Parshuram Jayanti (Saturday)</b>		
12	April (24-29)	Assignment-2
		Process pay roll,ESI
		contd.
		Pay Roll registers
<b>SUNDAY - 30.04.2023</b>		
13	May (1-6)	contd.
		contd.
		Revision
		Revision
<b>SUNDAY - 07.05.2023</b>		
14	May (8-13)	Revision
		Revision
		Revision
		Revision
<b>SUNDAY - 14.05.2023</b>		
14	May (15-16)	Revision
		Revision
<b>Examination 17.05.2023 Onwards.</b>		

# I.B. (PG) COLLEGE, PANIPAT

## LESSON PLAN

SESSION 2022-23 (01.02.2023 to 16.05.2023)

Weekly Lesson Plan Even Semester)

UG - IV Semester

Name of the Paper:- Advertising

Class : B.com II

Name of the Teachers (Section Wise) : Dr. Poonam Madan, Prof. Rajesh Bala, Prof. Ruhani Sharma, Prof. Sakshi Munjal

WEEK	DATE	TOPICS
1	February (1-4)	Discussion about syllabus
		Advertising: Meaning and importance
		scope
		continued
<b>SUNDAY - 05.02.2023 Holiday (Guru Ravidass Jayanti )</b>		
2	February (6-11)	Advertising vs. publicity
		Promotion mix
		continued
		continued
		Advertising process
<b>SUNDAY - 12.02.2023</b>		
3	February (13-17)	continued
		Communication and Advertising process
		Communication process
		continued
<b>HOLIDAY - 18.02.2023 (Maha Shivratri)</b>		
<b>SUNDAY - 19.02.2023</b>		
4	February (20-25)	continued
		Types of Advertising
		continued
		E-Advertising
		Economic, legal, ethical and social aspects of Advertising
<b>SUNDAY - 26.02.2023</b>		
5	February (27-28) March (1-4)	continued
		Setting Advertising objectives
		continued
		DAGMAR approach
		continued
<b>SUNDAY - 05.03.2023</b>		
<b>Holi Vacations - 05.03.2023 to 12.03.2023</b>		
7	March (13-18)	Advertising budget
		continued
		continued
		Creative aspects of Advertising
		Advertising appeal
<b>SUNDAY - 19.03.2023</b>		
8	March (20-25)	continued
		copy writing
		continued
		headlines
<b>SUNDAY - 26.03.2023</b>		
<b>HOLIDAY 23.03.2023 Shaheedi Diwas</b>		

9	March (27-31) April (1)	Illustrations and message
		continued
		continued
		Assignment-1
		class test
<b>HOLIDAY - 30.03.2023 (Ram Navmi )</b>		
<b>SUNDAY - 02.04.2023</b>		
9	April (3-8)	Advertising media
		Types of media
		continued
		merits and demerits
		continued
<b>HOLIDAY - 04.04.2023 (Mahavir Jayanti)</b>		
<b>SUNDAY - 09.04.2023</b>		
10	April (10-15)	media planning and scheduling
		continued
		continued
		continued
		Conditional test
<b>SUNDAY - 16.04.2023</b>		
<b>HOLIDAY - 14.04.2023 (DR.B.R.Ambedkar Jayanti)</b>		
11	April (17-21)	Advertising Agency, its concept
		continued
		role and relationship with clients
		continued
		continued
<b>SUNDAY - 23.04.2023</b>		
<b>Holiday Id-Ul-Fitr/Parshuram Jayanti (Saturday)</b>		
12	April (24-29)	Advertising department
		continued
		Advertising and consumer behaviour
		continued
		Assignment-2
Revision		
<b>SUNDAY - 30.04.2023</b>		
13	May (1-6)	Advertising effectiveness: concept and benefits
		measuring Advertising effectiveness
		continued
		pre,post and Concurrent tests
		continued
continued		
<b>SUNDAY - 07.05.2023</b>		
14	May (8-13)	Revision
		Revision
		Revision
		Revision
		Revision
		Revision
<b>SUNDAY - 14.05.2023</b>		
14	May (15-16)	revision
		Revision