

# **Academic Calendar and Teaching Plans 2022-23**



**R. A. Podar College of Commerce and Economics (Autonomous)**  
**Matunga, Mumbai 400 019**

**Academic Calendar 2022-23**

	Month	No. of Days (in months)	No. of Sundays	No. of Holidays	No. of Teaching Days	No. of Exam Days	No. of Working Day	Vacations	Remarks
<b>I 2022</b>	June	30	4	-	15	-	15	12	13th June college re opens
	July	31	5	-	26	-	26	-	-
	Aug	31	4	3+1* (Independence day)	23	-	23+1* (Independence day)	-	Mid Term break(Ganpati Break) 31st August 2022 to 4th Sept 2022
	Sept	30	4	4	21	-	21	3	
	Oct	31	5	1	5	13	23	7	Odd semester exam from 8th October 2022
<b>SUBTOTAL</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>	<b>13</b>	<b>108+1*</b>	<b>22</b>	<b>23rd October To 12th Nov 2022 Diwali break</b>
<b>Term End</b>									
<b>II 2022- 2023</b>	Nov	30	4	1	12	-	12	13	Even semester begins- 14th Nov 2022
	Dec	31	4	1	21	-	21	5	Christmas break- 25/12/2022 to 31/12/2022

Jan	31	5	1* (Republic day)	25	-	25	-	-
Feb	28	4		24	-	24		-
March	31	4	2	10	15	25	-	Even semester exam begins 14th March 2023
April	30	4	4	-	22	22	-	
May	31	5	-	-	-	-	30	Summer vacation from 2nd May 2023- to 11th June 2023
<b>SUBTOTAL</b>	<b>212</b>	<b>30</b>	<b>9+1*</b>	<b>93</b>	<b>38</b>	<b>130</b>	<b>43</b>	<b>-</b>
<b>TOTAL</b>	<b>365</b>	<b>52</b>	<b>19+1*</b>	<b>186</b>	<b>54</b>	<b>240+1*</b>	<b>67</b>	<b>-</b>

**First Term - 13th June 2022 to 22nd October 2022 Both days**

**Second Term - 14th November 2022 to 1st May 2023 inclusive of both days**

**Ganpati Festival Break from 31st August to 4th Sept 2022 total 5 days inclusive of Ganesh Chaturthi**

**Diwali Vacation from 23rd October To 12th Nov**

**2022 \*\* both days are inclusive Winter Break 25th**

**December 2022 to 31st December 2022 both days**

**are inclusive**

**Summer Vacation from 2nd May, 2023 to 11<sup>th</sup> June, 2023 . \*\* - both days are inclusive.**

*Podar : Nurturing Intellect, Creating Personalities.*

# **Teaching Plans**

## **B.Com**



**R. A. Podar College of Commerce & Economics (Autonomous)**  
**Department of Accountancy**  
**Teaching, Learning and Evaluation Plan**  
**2022-23**

**Teaching Plan for the Academic year 2022-23**

**Department of Accountancy**  
**Program- B. com**  
**Course- AFM I & II**

**TEACHING OBJECTIVES:**

To enlighten the students about-

1. Accounting standards operating in India
2. To compute proper valuation of inventory
3. To identify the nature of income and expenditure
4. To prepare Final Accounts of Manufacturing concern
5. Accounting procedure of Hire Purchase, Lease Accounting and Installment sale method
6. Accounting followed under Single Entry system
7. Accounting of NPO and Co-operative Housing Society
8. Maintaining Departmental Final Accounts
9. Accounting of Branch

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
I 2022-23	June	30	04	-	15	-	15	12	-	PPT, Case Study, MS

										Word, MS Excel
	July	31	05	-	26	-	26	-	FYBCOM: AFM I 1. Accounting Concepts, Conventions, Important Accounting terms and related Accounting Standards 2. Valuation of Inventories: AS-2	PPT, Case Study, MS Word, MS Excel
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	FYBCOM: AFM I 1. Accounting Concepts, Conventions, Important Accounting terms and related Accounting Standards 2. Valuation of Inventories: AS-2	PPT, Case Study, MS Word, MS Excel
	Sept	30	04	04	21	-	21	03	FYBCOM: AFM I 1. Final Accounts of Manufacturin	PPT, Case Study, MS Word, MS Excel

									g Enterprise 2. Accounting for Installment Sale and Lease (Financial lease)	
	Oct	31	05	01	05	13	18	06	FYBCOM: AFM I 1. Final Accounts of Manufacturin g Enterprise 2. Accounting for Installment Sale and Lease (Financial lease)	PPT, Case Study, MS Word, MS Excel
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	-
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	FYBCOM: AFM II 1. Accounting from Incomplete Records 2. Accounting for Non-Profit Organisation w.r.t. Co- operative Housing Society	PPT, Case Study, MS Word, MS Excel

	Dec	31	04	01	21	-	21	05	FYBCOM: AFM II 1. Accounting from Incomplete Records 2. Accounting for Non-Profit Organisation w.r.t. Co-operative Housing Society	PPT, Case Study, MS Word, MS Excel
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	FYBCOM: AFM II 1. Accounting for Non-Profit Organisation w.r.t. Co-operative Housing Society and Trusts 2. Branch Accounts 3. Departmental Accounts	PPT, Case Study, MS Word, MS Excel
	Feb	28	04	-	24	-	24	-	FYBCOM: AFM II 1. Branch Accounts 2. Departmental Accounts	PPT, Case Study, MS Word, MS Excel

	Mar	31	04	02	10	15	25	-	FYBCOM: AFM II 1. Branch Accounts 2. Departmental Accounts	PPT, Case Study, MS Word, MS Excel
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

#### **EXPECTED LEARNING OUTCOMES-**

Students are able to procure basic knowledge about purpose, authority for issuance of accounting standards. They get common understanding of rules or assumptions to be followed by all types of entities, thereby facilitating comprehensive and comparable financial information. Students are in a position to maintain the books of accounts of a manufacturing concern and accounting of NPO and Co-operative Housing Societies. Students were able to distinguish between the expenses and income along with its nature as to capital or revenue. It has helped them to understand the form and layout of Final Accounts of a proprietorship Manufacturer and also they got familiar with adjusting and closing entries. Students are able to learn about the methods for maintaining branch accounts and its respective accounting treatment, ascertain profit/loss made by Branch and take corrective measures against unprofitable branches.

#### **LIST OF ANY THREE REFERENCE BOOKS/MAGAZINE/REFERENCE MATERIAL:**

Reference Books-

Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill & co. Ltd, Mumbai

Introduction to Accountancy by T.S. Grewal, S. Chand and Company(P) Ltd., New Delhi

Financial Accounting by P.C. Tulsian, Pearson publications, New Delhi



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course**  
**Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name:** Prof (Dr) Vinita Pimpale , Ms. Karishma Khadiwala, Mr Sanjay Dhage, Ms Aayushi Dedhia

**Program:** B.Com

**Course:**

**Semester:**

**Division:** A-G

**No. of lectures (per week):** 3

### **TEACHING OBJECTIVES:**

#### **Semester I**

1. To create awareness among the learners regarding the concept and importance of business
2. To apprise the learners regarding business environment and entrepreneurship.
3. To familiarize learners regarding setting up of Business unit.

#### **Semester II**

1. To make aware the learners regarding the broad framework of different types of Services.
2. To provide insights into the key requirements, opportunities and challenges in the services sector.

### Teaching Plan for the Academic Year: 2022-23

Term dates: 1<sup>st</sup> Term –13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022

Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
<b>V 2022</b>	June	30	4	-	15	-		
	July	31	5	-	26	-	<ul style="list-style-type: none"> <li>• Linkage between business and society: Experience in India with reference to Past, Present &amp; Future.</li> </ul>	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links for reference
	Aug	31	4	3+1* (Independence day)	23	-	<ul style="list-style-type: none"> <li>• Strategy Alternatives: Growth, Stability, Retrenchment, Restructuring, Turnaround Business Combinations</li> <li>• Case-studies of successful businesses world-wide: Apple, Google, TCS, Toyota, Sony</li> <li>• Case studies of companies that perished- lessons to be learned- Encyclopaedia Britannica, Lehman Brothers, Kodak etc.</li> <li>• Inter relationship between Business and Environment</li> </ul>	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links for reference

							<ul style="list-style-type: none"> <li>WTO Agreements (TRIPs, TRIMs, GATS, AoA)</li> <li>Major Trading Blocs (EU, ASEAN, SAARC, NAFTA)</li> </ul>	
	Sept	30	4	4	21	-	<ul style="list-style-type: none"> <li>Types of Entrepreneurs</li> <li>Start up space in India: Importance, Challenges and Solutions available in the changing scenario.</li> <li>Women Entrepreneurs: Problems and Promotion.</li> <li>Role of Government in Promotion Business Units</li> <li>Licensing and Registration Procedure, Filing returns and other documents,</li> <li>Ease of doing business In India: Importance, India's position worldwide</li> </ul>	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links for reference
	Oct	31	5	1	5	13	<ul style="list-style-type: none"> <li>Sources of funding for starting up new business</li> <li>Project on preparation of Business Plan.</li> </ul>	PPT presentation Case discussions Web/YouTube links for reference
<b>SUBTOTAL</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>	<b>13</b>		



**2<sup>nd</sup> Term – 7<sup>th</sup> November 2022 to 1st May 2023**

2 <sup>nd</sup> Term – 7 <sup>th</sup> November 2022 to 1st May 2023								
<b>VI 2022-2023</b>	Nov	30	4	1	21		<ul style="list-style-type: none"> <li>• Consumer Expectations,</li> <li>• Managing Demand and Capacity, Role of Customer Relationship Management in Services Marketing</li> <li>• Case-studies of Successful Entrepreneurs in Services Sector</li> </ul>	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links for reference Industrial Visit
	Dec	31	4	6	21		<ul style="list-style-type: none"> <li>• IT in retailing</li> <li>• Mall Management, Retail Franchising, FDI in Retailing, Careers in Retailing.</li> <li>• Legal and ethical aspects in retailing</li> <li>• Case-studies: Successful Retailers in India &amp; in the World- Walmart, TESCO, D-Mart, Lulu International</li> </ul>	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links for reference
	Jan	31	5	1* (Republic day)	25	-	<ul style="list-style-type: none"> <li>• Trends in Tourism Sector</li> <li>• Trends in Logistics Sector</li> <li>• Trends in Health and Wellness</li> <li>• Trends in Hospitality Sector</li> </ul>	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links for reference
	Feb	28	4	-	24	-	<ul style="list-style-type: none"> <li>• Business Models of E-Commerce</li> <li>• Principles of Website Design • E-Marketing- Techniques</li> <li>• Cyber Security.</li> </ul>	Chalk and Talk MS-teams platform, PPT presentation Use of Whiteboard Case Studies Web/YouTube

								links
	Mar	31	4	2	10	15	• Revision lectures	Chalk and Talk MS-teams platform, PPT presentation Use of Whiteboard Case Studies Web/YouTube links
	April	30	4	4	-	22		
	May	31	5	1*	1*	-		
<b>SUBTOTAL</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

**Key reference Books/Magazines/Reference Material:**

1. Kew John, Business Environment: Managing in a Strategic Context, Jaico Publications 2006
2. Hanke John K, Business Forecasting, Prentice Hall India, 2002
3. Paul Justin, Business Environment, Tata McGraw Hill, 2008
4. Butter David, Business Planning: A Guide to Business Start-up, Butterwort Heinemann, 2003
5. Piramal Gita, Business Legends, Penguin Books, 1998
6. Hitt Michael A, Strategic Management, Cengage Learning ,2016
7. Zeithaml, Valarie A, Services Marketing, McGraw Hill Education, 2011
7. Gupta S L, Retailing and E- tailing, International Book House, New Delhi, 2011

8. Raghuram G, Logistics & Supply Chain Management: Cases and Concepts, Macmillan Business Books,
9. Joseph P T, E-Commerce an Indian Perspective, Prentice Hall India, 2015
10. "Entrepreneurship: Theory, Process, and Practice" by Donald F. Kuratko
11. "Business Ethics: Concepts and Cases" by Manuel G. Velasquez



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course  
Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name:** Sudarshana Saikia, Akshay Shingare, Eco-X, Eco-Y, Eco-Z

**Program:** B.Com

**Course:** Business Economics-I & II

**Semester:** I&II (F.Y.B.Com)

**Division:** A-G

**No. of lectures (per week):** 3

### **COURSE OUTCOMES:**

#### **Business Economics- I**

**CO.1-** The learner shall be able to understand the concept of consumer demand and be able to analyse it using demand forecasting.

**CO.2-** The learner shall be able to explain consumer behaviour using ordinal utility analysis and be able to apply in the analysis to a variety of public policy issues.

**CO.3-** The learner shall be able to interpret the relationship between short run and long run production and supply.

**CO.4-** The learner shall be able to differentiate between various types of costs and also be able to illustrate the cost-output relationship in the short-run and long-run.

#### **Business Economics- II**

**CO.1-** The learner shall be able to understand and identify the functioning of the market structures of perfect competition, monopoly, monopolistic competition and oligopoly.

**CO.2-** The learner shall be able to acquire knowledge about the factor market and the determination of their pricing strategies under perfect and imperfect market conditions.

**CO.3-** The learner shall be able to identify pricing methods used in the business world.

**CO.4-** The learner shall be able to recognize market failure and the causes leading to it.

### Teaching Plan for the Academic Year: 2022-23

Term dates: 1<sup>st</sup> Term –13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022

Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
<b>I 2022</b>	June	30	4	-	15	-	-	-
	July	31	5	-	26	-	Demand Function and Demand Estimation; Ordinal Utility theory	1.Chalk and Talk 2. Practice through assignments
	Aug	31	4	3+1* (Independence day)	23	-	Consumer surplus Production function	1.Chalk and Talk 2. Practice through assignments
	Sept	30	4	4	21	-	Cost concepts Cost Output Relationship; Revision	1.Chalk and Talk 2. Practice through assignments 3. Class Test
	Oct	31	5	5	1	5	13	Revision
<b>SUBTOTAL</b>		<b>214</b>	<b>29+1*</b>	<b>40</b>	<b>128</b>	<b>16</b>		
<b>2<sup>nd</sup> Term – 7<sup>th</sup> November 2022 to 1st May 2023</b>								
<b>II 2022-23</b>	Nov	30	4	1	21	-	Market Structure	1.Chalk and Talk 2. Practice through assignments
	Dec	31	4	6	21	-	Market Structure Factor Market	1.Chalk and Talk 2. Practice through assignments
	Jan	31	5	1* (Republic day)	25	-	Factor Market	1.Chalk and Talk 2. Practice through assignments 3. Class Tests
	Feb	28	4	1	23	-	Market Failure	1.Chalk and Talk 2. Practice through assignments
	Mar	31	4	2	10	15	Revision	1.Chalk and Talk
	April	30	4	3	-	23		
	May	31	5	5	26	-	-	
<b>SUBTOTAL</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

Key reference Books/Magazines/Reference Material:

1. Mankiw, N.G., Economics: Principles and Applications, Cengage Learning, 2009.
2. Pindyck, R.S. and D.L. Rubinfeld, Microeconomics, Pearson Education, 2008.
3. Stiglitz, J.E. and C.E. Walsh, Principles of Economics, W.W. Norton, 2002.

**R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Environmental Studies**

**Teaching, Learning and Evaluation Plan**

**2022-23**

**Theory (60 marks per semester)**

	<b>Divisions</b>	<b>No. of modules/units taken</b>
<b>Environmental Studies I &amp; II</b>		
KI	04 (03 lec.)	03
	03 (02 lec.)	02
PN	04 (01 lec.)	01
	03 (02 lec.)	02
<b>Foundation Course I &amp; II</b>		
KI	01 (02 lec.)	02 and half
PN	01 (01 lec.)	01 and half

**Methodology:**

1. Chalk and board method
2. Case studies as per need
3. PPT/ Audio-visual presentations
4. Map practice sessions

**Term End Examination: 60 Marks (per semester)**

---

**Continuous Internal Evaluation (CIE- 40 marks per semester)**

<b>Sr. No.</b>	<b>Methodology</b>	<b>Marks allotted</b>
<b>Semester-I</b>		
1.	Maps practice session and submission of map workbook (World Map)	<b>20</b> Students have to complete and submit the map work-book.
2.	Project/assignment/field work	<b>20</b> Students will have to submit an assignment/ work on a project on one of the topics allotted to them. The submission shall be done through online/offline method.

Semester-II		
1.	Maps practice session and submission of map workbook (Mumbai & Konkan Maps)	<b>20</b> Students have to complete and submit the map work-book.
2.	Project/assignment/field work	<b>20</b> Students will have to submit an assignment/ work on a project on one of the topics allotted to them. The submission shall be done through online/offline method.

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	-	-
	July	31	05	-	26	-	26	-	-	-
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	<b>U-I:</b> Environment: Meaning, definition, scope; Various spheres, Layers of atmosphere Meaning, definition, Concept of an ecosystem, functioning and structure; Food Chain and Food Web- Ecological	1. Classroom teaching 2. Chalk and board method 3. Case studies as per need 4. PPT/ Audio-visual presentations



									Pyramids- Man and environment relationship - <b>U-II:</b> Classification & types of resources, factors influencing resource; Resource conservation-meaning and methods, - Conventional and non-conventional resources, Problems associated with and management of water, forest and energy resources	
	Sept	30	04	04	21	-	21	03	<b>U-I:</b> Importance and scope of Environmental Studies <b>U-II:</b> Resource utilization and	1. Classroom teaching 2. Chalk and board method 3. Case studies as per need

									<p>sustainable development. -</p> <p><b>U-III:</b> Population explosion and arising concerns- Demographic Transition Theory. Pattern of population growth in the world and in India and associated problems.</p> <p><b>U-IV:</b> Concept of Urbanisation, - Problems of migration and urban environment changing land use, crowding and stress on urban resources, degradation of air and water, loss of soil cover impact on biodiversity,</p>	<p>4. PPT/ Audio-visual presentations</p>
--	--	--	--	--	--	--	--	--	---	---

									Urban heat islands	
	Oct	31	05	01	05	13	18	06	<b>U-III:</b> Measures taken to control population growth in India; Human population and environment- Environment and Human Health–Human Development Index – The World Happiness Index. <b>U-IV:</b> Emerging Smart Cities. Sustainable Cities in India. -Map reading and filling	1. Classroom teaching 2. Chalk and board method 3. Case studies as per need 4. PPT/ Audio-visual presentations <b>5.</b> PPT/ Audio-visual presentations of map interpretation and map filling exercises
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	-
<b>II</b> <b>2022-23</b>	Nov	30	04	01	21	-	21	06	<b>U-I:</b> Classification, types and Sources of Solid Waste; Effects of	1. Classroom teaching 2. Chalk and board method 3. Case studies as per need

									<p>Solid Waste Pollution</p> <p><b>U-II:</b> Environmental Problems Associated with Agriculture, Food Security– Sustainable Agricultural practices,</p>	4. PPT/ Audio-visual presentations
Dec	31	04	01	21	-	21	05	<p><b>U-I:</b> Solid Waste Management Methods, solid waste management in Mumbai- Schemes and initiatives run by MCGM.</p> <p><b>U-II:</b> Environmental Problems Associated with Industries, GMO/Crops; Sustainable Industrial practices</p>	<p>1. Classroom teaching</p> <p>2. Case studies as per need</p> <p>3. PPT/ Audio-visual presentations</p>	

	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	<b>U-III:</b> Tourism: Meaning, Nature, Scope and importance– Typology of tourism with special reference to Ecotourism <b>U-IV:</b> Contemporary environmental movements in India, Environmental Management: Concept, need and relevance; Concept of ISO 14000; Concept of Carbon Bank and Carbon Credit, EIA, ecological footprint; Environment Protection Acts	1. Classroom teaching 2. Chalk and board method 3. Case studies as per need 4. PPT/ Audio-visual presentations
	Feb	28	04	-	24	-	24	-	<b>U-III:</b> Tourism potentials &	1. Classroom teaching 2. Chalk and board method

									challenges in India; Consequences of tourism, Ecotourism <b>U-IV:</b> Concept and components of GST an its applications in Environmental Management	3. Case studies as per need 4. PPT/ Audio-visual presentations
	Mar	31	04	02	10	15	25	-	-Map filling of Mumbai and Konkan	PPT/ Audio-visual presentations of map interpretation and map filling exercises
	April	30	04	04	-	22	22	-	-	-
	May	31	05	01*	-	-	01*	31	-	-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

**First Term - 13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022 Both days are inclusive**

**Second Term – 6<sup>th</sup> November 2022 to 1<sup>st</sup> May 2023 Both days are inclusive**

**Ganpati Festival Break from 31<sup>st</sup> August to 4<sup>th</sup> Sept 2022 total 5 days inclusive of Ganesh Chaturthi**

**Diwali Vacation from 23<sup>rd</sup> October to 4<sup>th</sup> November 2022\*\* Both days are inclusive**

**Winter Break 25<sup>th</sup> December 2022 to 31<sup>st</sup> December 2022 Both days are inclusive**

**Summer Vacation from 2<sup>nd</sup> May, 2023 to 12<sup>th</sup> June, 2023\*\* Both days are inclusive.**



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course**  
**Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name:** Sudarshana Saikia, Akshay Shingare, Eco-X, Eco-Y, PHB Department, EVS Department

**Program:** B.Com

**Course:** Foundation Course-I &II

**Semester:** I&II (F.Y.B.Com)

**Division:** A-G

**No. of lectures (per week):** 3

### **COURSE OUTCOMES:**

#### **Foundation Course I**

**CO 1-**The learner shall understand factual aspects of Indian Society.

**CO 2-**The learner would understand the interrelationship between science and technology and contribution of science and technology to everyday life and to the quality of life.

**CO 3-**The learner shall be able to understand the Indian multicultural society and be able to appreciate the concept of diversity.

**CO 4-**The learner shall be able to understand the social problems related to gender.

#### **Foundation Course II**

**CO 1-** The learner shall understand the impact of globalization on the Indian Economy.

**CO 2-** The learner will become aware about the current status of Human Rights.

**CO 3-** The learner shall develop a sense of social responsibility and participatory approval towards society.

**CO 4-** The learner would be able to access and analyse the relationship between stressors and stress management techniques.



### Teaching Plan for the Academic Year: 2022-23

Term dates: 1<sup>st</sup> Term –13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022

Semester	Month	Number of days	Sundays	Holidays	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
<b>I 2022</b>	June	30	4	-	15	-	-	-
	July	31	5	-	26	-	Concept of diversity vs disparity; multi -cultural diversity; Communal Violence; Naxalism; gender issues;	1. Chalk and Talk 2. Group discussion
	Aug	31	4	3+1* (Independence day)	23	-	People with physical and mental disabilities; rehabilitation; Assignment, Peer pressure- Causes and coping mechanism; Substance Abuse - alcoholism, drug addiction,	1. Chalk and Talk 2. Group discussion
	Sept	30	4	4	21	-	Smoking - causes and effects-Preventive and curative measures.Digital addiction- measures to cope; Mental health concerns like loneliness and depression as emerging problems of youth. Features of the Indian Constitution; 73rd and 74th Amendments and their implications for inclusive politics; Party system in Indian politics;	1. Chalk and Talk 2. Group assignment
	Oct	31	5	1	5	13	Participation in the electoral process- voting as a civic duty	1. Chalk and Talk 2. Assignment
<b>SUBTOTAL</b>		<b>214</b>	<b>29+1*</b>	<b>40</b>	<b>128</b>	<b>16</b>		
<b>2<sup>nd</sup> Term – 7<sup>th</sup> November 2022 to 1st May 2023</b>								
<b>II 2022-23</b>	Nov	30	4	1	21	-	Globalization and Indian Society; Impact of globalization on industry, agriculture	1. Chalk and Talk 2.Group activity
	Dec	31	4	6	21	-	Concept of Human Rights; UDHR	1. Chalk and Talk 2.Group activity 3.Newspaper article
	Jan	31	5	1* (Republic day)	25	-	Defining self and Personality development; determinants of Personality development; agents of socialisation and roles played by them in Individual development, Maslow's theory of self-actualisation. Aggression and Violence as the public expression of internal conflict	1. Chalk and Talk 2.Group activity

	Feb	28	4	1	23	-	Meaning of stress ; it's causes and Coping mechanisms for managing stress, Meaning of conflict; It's causes and response in society; Individual Conflict – resolution and efforts towards building peace and harmony in society	1. Chalk and Talk 2. Newspaper articles 3. Assignment
	Mar	31	4	2	10	15	Conflict – resolution and efforts towards building peace and harmony in society; Revision	1. Chalk and Talk 2. Discussions
	April	30	4	3	-	23	Revision	
	May	31	5	26	-	-	-	-
<b>SUBTOTAL</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

Key reference Books/Magazines/Reference Material:

1. Shivananda, J. Human Rights. Alfa Publications, New Delhi,. 2006
2. Kleinman Daniel Lee Science and Technology in Society; John Wiley and Sons; 2005
3. Datta, Prabhat The Great Indian Divide; Frontline; Volume 21 - Issue 14, Jul. 03 - 16, 2004
4. Pereira, W Inhuman Rights: The Western System and Global Human Rights Abuse; Apex Press; 1997

**R. A. Podar College of Commerce & Economics**  
Matunga, Mumbai-19

**Teaching Plan 2022-23**

**Course: B. Com.**

**F.Y & S.Y. B Com. (All subjects other than FC): 100 Marks - 03 Credit points assigned**  
**FC (I & II & III & IV) - 02 Credit points assigned**

**Course: Journalism I & II**

**Prepared By**

**Faculty Name: Mrs. Vrushali V. Bhosale-Kaneri**

**Signature: \_\_\_\_\_**

**Date: 14/06/2022**

**Reviewed and Verified By**

**HOD Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

**Objectives of the course: (Business Communication I & II)**

1. To develop learners' awareness of the communication process
2. To develop effective listening skills in students so as to enable them to comprehend instructions and become a critical listener
3. To develop effective spoken language skills so as to enable students to speak confidently, interpersonally as well as in groups
4. To develop effective writing skills so as enable students to write in a clear, concise, domain specific and audience-centered manner
5. To develop ability to communicate effectively with the help of electronic media
6. To familiarize the learners with the nuances of corporate communication
7. To develop global communication competency in learners
8. To use innovative and progressive evaluation techniques
9. To integrate E-learning and M-learning in instruction and assessment

**Course Outcome: (Business Communication I & II)**

On completion of the course, the learner will have the skill and knowledge of:

1. Various types of oral, written and digital communication modes

2. Effective business writing
3. Effective presentations
4. Effective interpersonal communication
5. Communication that maximizes team effectiveness
6. Soft skills and employability skills
7. Communication that makes effective personality

**Pedagogy to be adopted:**

Sr. No	Pedagogy	
1	Lectures (Sessions as per Teaching plan)	<b>45</b>
	<i>Revision Lectures (for eg. revision test)</i>	<b>06</b>
<b>Other pedagogies from the below list that will be adopted apart from the lectures complementing learning as indicated above.</b>		
2	Class Activities like quiz, debates, Role play etc.	Yes
3	Case Studies and Discussion	Yes
4	Assignments	Yes
5	Screening Educational and Informative Videos	Yes
6	Real- time Projects (Live Projects)	Yes
7	Presentations	Yes
8	Reading (Library Activity)	----
9	Group Discussion	Yes
10	Industrial Visit	----
11	Fieldwork	---
12	Any Other , Pl Specify: Mock interviews, Communication activities, Guest lecture, Documentary making	Yes
	<b>Total Hours of Learning</b>	<b>102</b>

**Teaching – Learning Plan for the Academic Year: 2022-23**  
**S.Y.B.Com. Journalism paper I & II**

Semester	Month	No. of days (in month)	No. of Sundays	No. of Holidays	No. of Teaching Days	E-Content Development /Administrative work	No. of Exam days	No. of Working days	Topics Covered	Teaching Aids
	June	30	4	10	15	-	-	15	Developing E-content	<ul style="list-style-type: none"> <li>• You Tube</li> <li>• Presentation</li> <li>• Case Studies</li> </ul>

	July	31	5	-	26		-	26	<b>Concept of Communication</b> <b>Barriers to Communication</b> <b>Listening Skills</b>	<ul style="list-style-type: none"> <li>• Chalk and Talk</li> <li>• PPT</li> <li>• YouTube</li> </ul>
	Aug	31	4	3+1* (Independence day)	23	-	-	23 + 1* (independence day)	<b>Channels, Objectives, Methods and modes of Communication</b> <b>Barriers to communication Paragraph writing</b> <b>Listening Skills Communication Etiquette</b>	<ul style="list-style-type: none"> <li>• Chalk and Talk PPT</li> <li>• YouTube</li> <li>• Discussions</li> <li>• Case Studies</li> </ul>
	Sept	30	4	4	21			21	<b>Methods and modes of communication</b> <b>Job application letter and resume</b> <b>Theory of Business letter writing</b> <b>Personnel correspondence</b>	<ul style="list-style-type: none"> <li>• Chalk and Talk</li> <li>• PPT</li> <li>• YouTube</li> <li>• Discussions</li> <li>• Case Studies</li> </ul>
	Oct	31	5	1	5		13	18	<b>Super vision</b> <b>paper assessment</b>	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>		<b>13</b>	<b>103+1*</b>		
	Nov	30	4	13	13			13	<b>Interviews</b> <b>Meetings</b> <b>Theory of trade letters</b>	<ul style="list-style-type: none"> <li>• PPT</li> <li>• YouTube</li> <li>• Discussions</li> <li>• Case Studies</li> </ul>
	Dec	31	4	6	21			21	<b>Interviews</b> <b>Meetings, Conferences</b> <b>Theory of trade letters</b> <b>Letters of inquiry, reply to an inquiry</b>	<ul style="list-style-type: none"> <li>• PPT</li> <li>• YouTube</li> <li>• Discussion</li> </ul>
	Jan	31	5	1* (Republic Day)	25			24+1*	<b>Interview</b>	<ul style="list-style-type: none"> <li>• PPT</li> <li>• YouTube</li> </ul>

									Public Relations Conferences Letters of complaint, claim, adjustment RTI	<ul style="list-style-type: none"> <li>• Discussions</li> <li>• Case Studies</li> </ul>
	Feb	28	4	-	24			24	Public Relations Report writing Consumer grievance letters Summarization Sales letter	<ul style="list-style-type: none"> <li>• PPT</li> <li>• YouTube</li> <li>• Discussions</li> <li>• Case Studies</li> </ul>
	March	31	4	2	10		15	25	Drafting of Business Proposal Revision Submission of Internal Project	<ul style="list-style-type: none"> <li>• PPT</li> <li>• YouTube</li> <li>• Discussions</li> <li>• Case Studies</li> </ul>
	April	30	4	4	-		22	22	Supervision Paper assessment	
	May	31	5	1*	-	-	-	1*		
<b>Subtotal</b>		212	30	9+2*	101		37	137+2*		
<b>Total</b>		365	52	17+3*	191		50	240+3*		



**R. A. Podar College of Commerce & Economics, (Autonomous)**

**Teaching – Learning Plan for the Academic Year: 2022-23**

**Department: Mathematics**

**Program: B.Com**

**Teacher's Name:**

1. Mrs. Manjusha Sawant
2. Dr. Suresh Hiremath
3. Math X
4. Math Y
5. Math Z

**Course: Mathematical and Statistical Techniques**

**Semester: I & II**

**Division: A-G**

**No. of lectures (per week): ( 5 Lectures + Tutorials) per division**

**TEACHING OBJECTIVE:**

The main objective of this course is to introduce mathematics and statistics to undergraduate students of commerce, so that they can use them in the field of commerce and industry to solve real life and industrial problems.

**TEACHING LEARNING PLAN 2022-23**

**TERM I –13th June, 2022 to 22nd October, 2022 Both days inclusive**

<b>Term</b>	<b>Month</b>	<b>No. of days in month</b>	<b>No. of Sundays</b>	<b>No. of Holidays</b>	<b>No. of Teaching days</b>	<b>Vacation</b>	<b>No. of Exam days</b>	<b>No. of working days</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2021</b>	June	30	04	-	15	12	-	15	e-content preparation and MCQ for internals.	1.PPT  2. Problem sheet  3. MS Teams platform  4. Microsoft whiteboard  5. SAFE IIT-B App  6. Google forms
	July	31	05	-	26	-	-	26	<b>Linear Programming Problem:</b> Mathematical Formulation of Linear Programming Problems up to 3 variables. Graphical Method of Solution of Linear Programming Problems up to two variables. Simplex Method:	1.PPT  2. Problem sheet  3. MS Teams platform



									with maximum 3 variables and 2 constraints problems only.	4. Microsoft whiteboard 5. SAFE IIT-B App 6. Google forms
Aug	31	04	3+1*(Independence Day)	23	-	-	23+01*(Independence Day)	<p><b>Summarization Measures:</b> Measures of central tendency, Definition of Average, Types of Averages: Arithmetic Mean, Median, Mode and Geometric Mean for ungrouped as well as grouped data. Combined, Weighted Arithmetic and Geometric mean. Quartiles, Deciles and Percentiles. Using Ogive, locate median and Quartiles. Using Histogram locate mode.</p> <p><b>Measures of Dispersions:</b> Concept and idea of dispersion. Various absolute and relative measures -Range, Quartile Deviation, Mean Deviation, Standard Deviation, Coefficient of Variance. Variance, Combined Variance.</p>	1.PPT 2. Problem sheet 3. MS Teams platform 4. Microsoft whiteboard 5. SAFE IIT-B App 6. Google forms	
Sept	30	04	04	21	3	-	21	<b>Elementary Probability Theory:</b> Concept of random experiment/trial and	1.PPT	

									possible outcomes; Sample Space and Discrete Sample Space; Events their types, Algebra of Events, Mutually Exclusive and Exhaustive Events, Complementary events. Classical definition of Probability, Addition theorem (without proof), conditional probability. Independence of Events: $P(A \cap B) = P(A) P(B)$ . Bayes Theorem. <b>Random Variable:</b> Probability distribution of a discrete random variable; Expectation and Variance of random variable, simple examples on probability distributions.	<ol style="list-style-type: none"> <li>2. Problem sheet</li> <li>3. MS Teams platform</li> <li>4. Microsoft whiteboard</li> <li>5. SAFE IIT-B App</li> <li>6. Google forms</li> </ol>
	Oct	31	05	01	5	6	13	18	<b>Decision Theory:</b> Decision making situation, Decision maker, Courses of Action, States of Nature, Pay-off and Pay-off matrix; Decision making under uncertainty, Maximin, Maximax, Minimax regret and Laplace criteria. Formulation of Payoff Matrix. Decision making under Risk, Expected	<ol style="list-style-type: none"> <li>1.PPT</li> <li>2. Problem sheet</li> <li>3. MS Teams platform</li> <li>4. Microsoft whiteboard</li> <li>5. SAFE IIT-B App</li> <li>6. Google forms</li> </ol>

									Monetary Value (EMV); Decision Tree; Simple Examples based on EMV. Expected Opportunity Loss (EOL), simple examples based on EOL Expected Payoff with Perfect Information (EPPI) and Expected Value of Perfect Information(EVPI).	
<b>Subtotal</b>	153	22	8+1*	90	21	13	103+1*			
TERM II-06th November, 2022 to 1st May, 2023 inclusive										
	Nov	30	04	1	21	6	-	21	<b>Shares and Mutual Funds:</b> <b>Shares:</b> Concept of share, face value, market value, dividend, equity shares, preferential shares, Cumulative preference shares, bonus shares, brokerage, splitting of shares and right issue shares. <b>Mutual Funds:</b> Problems on calculation of Net income after considering entry load, dividend, change in Net Asset Value (N.A.V.) and exit load. Averaging of price under the Systematic Investment Plan (S.I.P.)	1.PPT 2. Problem sheet 3. MS Teams platform 4. Microsoft whiteboard 5. SAFE IIT-B App 6. Google forms
	Dec	31	04	01	21	5	-	21	<b>Derivatives and Their Applications:</b> Derivative of	1.PPT

									<p>functions: Derivative as rate measure, Derivative of <math>x^n</math>, <math>a^x</math>, constant functions. Rules of derivatives: Scalar multiplication, sum, difference, product, quotient (Statements only), Simple problems. Second order derivatives. Applications: Maxima and Minima for functions in Economics and Commerce, Average Revenue, Marginal Revenue, Average Cost, Marginal Cost, Elasticity of Demand. Profit Function, Maximization of Profit, Equilibrium Point, Break-even point. Marginal Propensity to consume and Marginal Propensity to Save. Elasticity of Demand.</p>	<ol style="list-style-type: none"> <li>2. Problem sheet</li> <li>3. MS Teams platform</li> <li>4. Microsoft whiteboard</li> <li>5. SAFE IIT-B App</li> <li>6. Google forms</li> </ol>
<b>II 2022</b>	Jan	31	05	1*(Repu blic Day)	25	-	-	24+1*	<p><b>Bivariate Linear Correlation and Regression:</b> Correlation Analysis: Meaning, Types of Correlation, Scatter diagram, Karl Pearson's method of Correlation Coefficient and Spearman's Rank Correlation Coefficient, Repetition of</p>	<ol style="list-style-type: none"> <li>1.PPT</li> <li>2. Problem sheet</li> <li>3. MS Teams platform</li> <li>4. Microsoft whiteboard</li> <li>5. SAFE IIT-B App</li> </ol>

									<p>Ranks. Coefficient of Determination. <b>Regression Analysis:</b> Meaning, Concept of Regression equations, Slope of the Regression Line and its interpretation. Regression Coefficients, Relationship between Coefficient of Correlation and Regression Coefficients, Finding the equations of Regression lines by method of Least Squares.</p>	6. Google forms
	Feb	28	04	-	24	-	-	24	<p><b>Time Series and Index Numbers:</b> Time series: Concepts and components of a time series. Representation of trend by Freehand Curve Method, Estimation of Trend using Moving Average Method and Least Squares Method (Linear Trend only). Estimation of Seasonal Component for Additive Model and Multiplicative Model. Concept of Forecasting. <b>Index Numbers:</b> Concept and usage of Index numbers (wholesale price index,</p>	<p>1.PPT 2. Problem sheet 3. MS Teams platform 4. Microsoft whiteboard 5. SAFE IIT-B App 6. Google forms</p>

									Sensex index), Types of Index numbers, Aggregate and Relative Index Numbers, Lasperye's, Paasche's, Dorbisch-Bowley's, Marshall-Edgeworth and Fisher's ideal index numbers. Cost of Living Index Numbers, Concept of Real Income Chain Base Index Nos. Shifting of Base period, Splicing of Indexes.	
	March	31	04	02	10	-	15	25	<b>Elementary Probability Distributions:</b> Discrete Probability Distribution: Binomial Distribution, Poisson Distribution. Continuous Probability distribution: Normal Distribution. (Properties and applications only, no derivations are expected)	1.PPT 2. Problem sheet 3. MS Teams platform 4. Microsoft whiteboard 5. SAFE IIT-B App 6. Google forms
	April	30	04	04	-	-	22	22		
	May	31	05	1*	-	31	-	1*		-
	<b>Subtotal</b>	<b>212</b>	<b>30</b>	<b>08+03*</b>	<b>101</b>	<b>42</b>	<b>37</b>	<b>139</b>		
	<b>Grand Total</b>	<b>365</b>	<b>51+01*</b>	<b>16+03*</b>	<b>191</b>	<b>63</b>	<b>50</b>	<b>240+3*</b>		

First Term - 13th June, 2022 to 22nd October, 2022 Both days inclusive

Second Term - 6th November, 2022 to 1st May, 2023 Both days inclusive

**Reference :**

1. Mathematics for Economics and Finance Methods and Modeling by Martin Anthony and Norman Biggs, Cambridge University Press, Cambridge low-priced edition, 2000, Chapters 1, 2, 4, 6 to 9 & 10.
2. Applied Calculus: By Stephen Waner and Steven Constenoble, Brooks/Cole Thomson Learning, second edition, Chapter 1 to 5.
3. Business Mathematics By D. C. Sancheti and V. K. Kapoor, Sultan Chand & Sons, 2006, Chapter 1, 5, 7, 9 & 10.
4. Mathematics for Business Economics: By J. D. Gupta, P. K. Gupta and Man Mohan, Tata Mc-Graw Hill Publishing Co. Ltd., 1987, Chapters 9 to 11 & 16.
5. Quantitative Methods-Part-I By S. Saha and S. Mukerji, New Central Book Agency, 1996, Chapters 7 & 12.
6. Mathematical Basis of Life Insurance By S.P. Dixit, C.S. Modi and R.V. Joshi, Insurance Institute of India, Chapters 1 and 2
7. Securities Laws & Regulation of Financial Market : Intermediate Course Paper 8, Institute of Company Secretaries of India, Chapter 11.
8. Investments By J.C. Francis & R.W. Taylor, Schaum's Outlines, Tata Mc-Graw Hill Edition 2000, Chapters 2,4 & section 25.1.
9. Indian Mutual Funds Handbook : By SundarShankaran, Vision Books, 2006, Sections 1.7,1.8.1, 6.5 & Annexures 1.1to 1.3.
10. STATISTICS by Schaum Series.
11. Operations Research by Gupta and Kapoor.
12. Operations Research by Schaum Series.
13. Fundamentals of Statistics - D. N. Elhance.
14. Statistical Methods - S.G. Gupta (S. Chand & Co.

15. Statistics for Management - Lovin R. Rubin D.S. (Prentice Hall of India)
16. Statistics - Theory, Method & Applications D.S.Sancheti & V. K. Kapoor.
17. Modern Business Statistics - (Revised)-B. Pearles & C. Sullivan –Prentice Hall of India.
18. Business Mathematics & Statistics : B Aggarwal, Ane Book Pvt. Limited.
19. Business Mathematics : D C Sancheti& V K Kapoor, Sultan Chand & Sons.
20. Business Mathematics : A P Verma, Asian Books Pvt. :Limited.
21. Statistics of Management , Richard Levin &David S. Rubin, Printice Hall of India , NewDelhi.
22. Statistics for Business & Economics, David R Anderson, Dennis J Sweney, Thopmson Publication.
23. Business Statistics , Bharadwaj , Excel Books,Delhi
24. Business Mathematics, S.K Singh & J.K Singh, Brijwasi Book Distributor & Publisher.
25. Mathematics for Economics and Finance, Martin Anthony, Norman Biggs, Cambridge low price editions,2000.
26. Business Mathematics, J.K. Singh, 2009,Himalaya PublishingHouse.
27. Mathematics of Finance 2nd Edition Schaum’s Outline Series Peter Zima, Robert Browns Tata McGraw-Hill Publishing CompanyLtd



**R. A. Podar College of Commerce & Economics (Autonomous)**  
**Department of Accountancy**  
**Teaching, Learning and Evaluation Plan**  
**2022-23**

**Teaching Plan for the Academic year 2022-23**

**Program- B. com**

**Course- AFM III & IV**

**Semester- III & IV**

**TEACHING OBJECTIVES:**

To enlighten the students about\_

- 1) To acquaint learners with theoretical as well as practical aspects of accounting of the Partnership Firms with respect to admission, retirement, death of Partner/s
- 2) To acquaint learners with the process of payment of liabilities of the Partnership Firm upon its dissolution.
- 3) To understand the accounting treatment followed while amalgamation of partnership firm
- 4) To ascertain the profit earned by the company prior to incorporation
- 5) The procedure and accounting of issue of shares of the company
- 6) To understand the accounting treatment for redemption of Preference shares and Debentures
- 7) To acquaint learners with the accounting of conversion of Partnership Firm into a Limited Liability Partnership.

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	SYBCOM: AFM III 1. Partnership Final Accounts based on Adjustment of Admission, Retirement/Death of Partner/s- 2. Piecemeal Distribution of Cash	PPT, Case Study, MS Word, MS Excel
	July	31	05	-	26	-	26	-	SYBCOM: AFM III 1. Partnership Final Accounts based on Adjustment of Admission, Retirement/Death of Partner/s- 2. Piecemeal Distribution of Cash	PPT, Case Study, MS Word, MS Excel
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	SYBCOM: AFM III 1. Partnership Final Accounts based on	PPT, Case Study, MS Word, MS Excel

									Adjustment of Admission, Retirement/Death of Partner/s-	
	Sept	30	04	04	21	-	21	03	2. Amalgamation of Partnership Firms	
									SYBCOM: AFM III 1. Amalgamation of Partnership Firms 2. Ascertainment and Treatment of Profit Prior to Incorporation	PPT, Case Study, MS Word, MS Excel
	Oct	31	05	01	05	13	18	06	SYBCOM: AFM III 1. Amalgamation of Partnership Firms 2. Ascertainment and Treatment of Profit Prior to Incorporation 3. Revision	PPT, Case Study, MS Word, MS Excel
	<b>Subtotal</b>	<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	<b>-</b>
<b>II</b> <b>2022-23</b>	Nov	30	04	01	21	-	21	06	SYBCOM: AFM IV 1. Introduction to Company Accounts 2. Issue,	PPT, Case Study, MS Word, MS Excel

									Conversion & Redemption of Preference Shares	
Dec	31	04	01	21	-	21	05	SYBCOM: AFM IV 1. Introduction to Company Accounts 2. Issue, Conversion & Redemption of Preference Shares	PPT, Case Study, MS Word, MS Excel	
Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	SYBCOM: AFM IV 1. Issue, Conversion & Redemption of Debentures 2. Conversion of Partnership Firms into Limited Liability Partnership (LLP)/Limited Company	PPT, Case Study, MS Word, MS Excel	
Feb	28	04	-	24	-	24	-	SYBCOM: AFM IV 1. Conversion of Partnership Firms into Limited Liability Partnership	PPT, Case Study, MS Word, MS Excel	

									(LLP)/Limited Company	
	Mar	31	04	02	10	15	25	-	SYBCOM: AFM IV 1. Revision	PPT, Case Study, MS Word, MS Excel
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	<b>-</b>	<b>-</b>

### EXPECTED LEARNING OUTCOMES-

Learners are able to prepare final accounts of the partnership firm on reconstruction of firm on account of admission or departure of any partner from the firm. Students were able to illustrate the procedure for preparation of Final Accounts of a Partnership Firm in case of Admission, retirement and death of a Partner and develop professional skill to prepare Final Accounts. Learners are able to learn how to prioritize the dues payable to various stakeholders of the firm on statutory and conservative basis. Learners are able to systematically distribute cash at the time of dissolution of Partnership which aided them in preparing Statement of Piecemeal Distribution of Cash. Learners are able Pass necessary journal entries in the books of amalgamating / old firms and also in the books of amalgamated / new firm. The learners are able to understand the different “ratios” used in ascertaining profit prior to incorporation. Also, they are able to apportion various expenses and incomes between pre- and post-incorporation periods using different bases. The learners understood and applied the logical sequence involved in redemption of preference shares. Learners also understood how to create and utilize “capital redemption reserve account”. Learners are acquainted with the accounting of conversion of Partnership Firm into a Limited Liability Partnership.

### LIST OF ANY THREE REFERENCE BOOKS/MAGAZINE/REFERENCE MATERIAL:

#### Reference Books-

- 1) Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill & co. Ltd, Mumbai
- 2) Introduction to Accountancy by T.S. Grewal, S. Chand and Company(P) Ltd., New Delhi
- 3) Financial Accounting by P.C. Tulsian, Pearson publications, New Delhi

**R. A. Podar College of Commerce & Economics (Autonomous)**  
**Department of Accountancy**  
**Teaching, Learning and Evaluation Plan**  
**2022-23**

**Teaching Plan for the Academic year 2022-23**

**Department of Accountancy**

**Program- B. com**

**Course- FAA V & VI**

**Semester- III-IV**

**TEACHING OBJECTIVES:**

To enlighten the students about-

- 1) To acquaint learners with the various methods and their importance in analysing the financial statements of an entity.
- 2) To acquaint learners with the knowledge and ability to use various capital budgeting techniques in a decision making process.
- 3) To acquaint learners with the knowledge and ability to understand and estimate the working capital requirements of different types of entities.
- 4) To acquaint learners with the various Auditing Techniques: Vouching & Verification of Incomes, Expenses, Assets and Liabilities

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	SYBCOM: FAA V	PPT, Case Study, MS

									1. Introduction to Management Accounting 2. Ratio Analysis and Interpretation	Word, MS Excel
July	31	05	-	26	-	26	-	SYBCOM: FAA V 1. Ratio Analysis and Interpretation 2. Working Capital Management	PPT, Case Study, MS Word, MS Excel	
Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	SYBCOM: FAA V 1. Ratio Analysis and Interpretation 2. Working Capital Management	PPT, Case Study, MS Word, MS Excel	
Sept	30	04	04	21	-	21	03	SYBCOM: FAA V 1. Working Capital Management 2. Capital Budgeting	PPT, Case Study, MS Word, MS Excel	
Oct	31	05	01	05	13	18	06	SYBCOM: FAA V 1. Capital Budgeting 2. Revision	PPT, Case Study, MS Word, MS Excel	

<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	<b>-</b>
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	SYBCOM: FAA VI 1. Introduction to Auditing	PPT, Case Study, MS Word, MS Excel
	Dec	31	04	01	21	-	21	05	SYBCOM: FAA VI 1. Audit Planning, Procedures and Documentati on	PPT, Case Study, MS Word, MS Excel
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	SYBCOM: FAA VI 1. Audit Planning, Procedures and Documentati on 2. Auditing Techniques : Vouching & Verification	PPT, Case Study, MS Word, MS Excel
	Feb	28	04	-	24	-	24	-	SYBCOM: FAA VI 1. Auditing Techniques : Vouching & Verification 2. Auditing Techniques, Internal & Statutory	PPT, Case Study, MS Word, MS Excel



									Audit	
	Mar	31	04	02	10	15	25	-	SYBCOM: FAA VI 1. Auditing Techniques, Internal & Statutory Audit 2. Revision	PPT, Case Study, MS Word, MS Excel
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

### EXPECTED LEARNING OUTCOMES-

Learners are able to critically analyse and provide recommendations to improve the operations of organizations through the application of management accounting techniques. Learners are able to analyze companies and understand whether they are investment grade or not. Learners are acquainted how to relate quantitative data and financial statements to decode a good company. Learners are able to evaluate comparative working capital management policies and their impact on the firm's profitability, liquidity, risk and operating flexibility. Also, they are able to evaluate the importance of effective working capital management and its role in meeting the firm's strategic objectives and its impact in value creation. Learners are acquainted with the knowledge and ability to use various capital budgeting techniques in a decision-making process. Learners are acquainted with the Audit Planning, Procedures and Documentation process in Auditing. Learners are able to outline the basic objective of Auditing, the concepts of errors and frauds, principles of audit and different types of audit. Learners are able to construct the factors involved in preparation of Audit plan and Audit programme. They also understood the concept and importance of Audit working papers. Learners are able to evaluate the importance of assessment of internal control and internal checks.

**LIST OF ANY THREE REFERENCE BOOKS/MAGAZINE/REFERENCE MATERIAL:**

**Reference Books-**

- 1) Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill & co. Ltd, Mumbai
- 2) Introduction to Accountancy by T.S. Grewal, S. Chand and Company(P) Ltd., New Delhi
- 3) Financial Accounting by P.C. Tulsian, Pearson publications, New Delhi
- 4) Cost and Management Accounting - Colinn Dury 7th Edition
- 5) Cost and Management Accounting- Dbarshi Bhattacharyya Pearson Publications 2013 edition
- 6) Management Accounting - M. Y. Khan
- 7) Management Accounting - I. M. Pandey 5. S. K. Basu – Fundamentals of Auditing 2009
- 8) Pankaj Kumar Roy – Auditing
- 9) Tondon B. N. – Handbook on Practical Auditing
- 10) S. K. Basu – Auditing: Principles and Techniques
- 11) Kamal Gupta – Contemporary Auditing



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course  
Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name: Dr. SHOBANA VASUDEVAN**

**Program:** B.Com

**Course:** Business Management – I & II

**Semester:** III & IV

**No. of lectures (per week): 3**

### **COURSE OBJECTIVES:**

- To make the learners aware about conceptual knowledge and evolution of Marketing Management.
- To familiarize the learners with the functions in Marketing Management.
- To sensitize the learners about the actual work environment and how marketing managers have to deal with the challenges of a changing environment.

### **LEARNING OUTCOMES:**

- Learners are expected to know the meaning of Marketing management and its importance related to micro and macro environment with specific reference to India as well as brand building.
- Learners need to know the international marketing environment.
- Learners acquire skills and are expected to learn the various strategies, SWOT analysis and analyzing the competitions.
- Learners shall understand the need for strategic planning in the competitive environment.

### Teaching Plan for the Academic Year: 2022-23

Term dates: 1<sup>st</sup> Term –13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022

Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
V 2022	June	30	4	-	15	-	<p><b>Module 1 : Marketing Management</b></p> <p>Definition, Need, Importance of marketing management</p> <p>Functions of marketing management</p> <p>Micro and macro environment with specific reference to India</p> <p>Emerging marketing opportunities in India</p> <p>Marketing to the bottom of the pyramid</p> <p>Growing middle class</p> <p>Rural marketing in India</p> <p>Factors responsible for the growth of Rural Market in India</p>	Chalk & Talk, Case Study, PPT

	July	31	5	-	26	-	<p><b>Module-II: Understanding competition and Strategic Marketing</b></p> <p>Over review of Marketing Research- The importance of research in Strategic Planning Process-Types of research.</p> <p>Marketing Strategy: Definition and features</p> <p>Steps in Strategic marketing planning process</p> <p>SWOT Analysis</p> <p>Analyzing Competition</p> <p>Strategic Marketing with reference to Rural Marketing in India.</p>	Case studies, research surveys an0064 review of business articles
	Aug	31	4	3+1* (Independence day)	23	-	<p><b>Module-III : Product</b></p> <p>Definition, Product levels- customer value hierarchy</p> <p>Product classification: Based on durability and tangibility, Consumer goods</p>	Chalk and talk, PPT , Case-study ,Role Play  Case studies, you tube videos,debates & group discussions Profiles of India Thinkers/Entrepreneurs/

							<p>Classification and industrial goods classification</p> <p>Product Life Cycle: Stages and features of each stage</p> <p>Product positioning: Meaning and importance</p> <p>New Product Development-Steps-New Product Development in Urban markets and rural markets</p>	Pioneers
	Sept	30	4	4	21	-	<p><b>Module-IV: Pricing</b></p> <p>Meaning and objectives of pricing</p> <p>Factors affecting pricing decisions</p> <p>Methods of pricing: Mark – up pricing, target – return pricing, and auction pricing</p> <p>Steps in pricing</p> <p>Price related Marketing Strategies</p>	Chalk and talk, PPT, Case-study ,Role Play Case studies of companies that are successful/failures in India and globally
	Oct	31	5	1	5	13	REVISION LECTURES	
<b>SUBTOTAL</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>	<b>13</b>		

**2<sup>nd</sup> Term – 7<sup>th</sup> November 2022 to 1st May 2023**

<b>VI 2022-2023</b>	Nov	30	4	1	21	<p><b>Module 1: Distribution and Logistics Management</b></p> <p>Types of middlemen</p> <p>Factors affecting channel decisions</p> <p>Functions performed by middlemen</p> <p>Logistics: Meaning and components</p> <p>E-marketing Meaning, Merits and demerits of e-marketing</p> <p>Online Retailing - Successful online retailers in India and abroad</p> <p>Packaging and Warehousing importance and Career prospects</p>	Chalk and talk, PPT , Case-study, Role Play
	Dec	31	4	6	21	<p><b>Module 2: Promotion</b></p> <p>Elements of promotion mix</p> <p>Objectives of promotion and marketing communication Factors affecting promotion mix decisions</p>	Chalk and talk, PPT , Case-study ,Role Play

							<p>Steps in designing a marketing communication program</p> <p>Role of Social Media in marketing communication</p> <p>Integrated Marketing Communication</p>	
	Jan	31	5	1* (Republic day)	25	-	<p><b>Module 3: Understanding Buyer Behavior</b></p> <p>Definition of Consumer, Buyer-Comparing consumer markets (individuals and households) with organizational buyers (Industrial/Business houses)</p> <p>Factors affecting consumer behavior</p> <p>Steps in consumer purchase decision process (with respect to high involvement and low involvement products)</p> <p>Factors affecting organizational buyer behavior</p> <p>Steps in organizational purchase decision process (with respect to different buying situations)</p>	Chalk and Talk. PPT, Case Study



	Feb	28	4			-	<b>Module 4: Marketing of services Rural Marketing</b>  Services: Definition and features Marketing mix for services  Distinction between Marketing of products and services.  Managing service quality and productivity.  Marketing Services in rural areas – Challenges and Opportunities  Recent trends in Services Marketing.  Problems in Marketing ‘Services’	Chalk and Talk, PPT
	Mar	31	4	2	10	15	REVISION LECTURES	
	April	30	4	4	-	22		
	May	31	5	1*	1*	-		
	<b>SUBTOTAL</b>	<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
	<b>GRAND TOTAL</b>	<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

### **Key reference Books/Magazines/Reference Material:**

#### **BOOKS RECOMMENDED FOR BM 1:**

1. Kotlar, Philip, Marketing Management, Prentice Hall, New Delhi.
2. Stanton, Etzel, Walker, Fundamentals of Marketing, Tata-McGraw Hill, New Delhi.
3. Saxena, Rajan, Marketing Management, Tata-McGraw Hill, New Delhi.
4. McCarthy, E.J., Basic Marketing: A managerial approach, Irwin, New York.
5. Micheal R. Czinkota & Masaaki Kotabe, Marketing Management, Vikas Thomson Learning, 2nd edition, 2001.
6. Duglas, J. Darymple, Marketing Management, John Wiley & Sons, 7th edition, 2008.
7. NAG, Marketing successfully- A Professional Perspective, Macmillan 2008.
8. Boyd Walker, Marketing Management, McGraw Hill, 5th edition, 2006.
9. Dalvymple, Marketing Management, Wiley India Pvt Ltd, 2008.

#### **BOOKS RECOMMENDED FOR BM II:**

1. Ahmed, R. R., Kumar, R., Baig, M. Z., & Khan, M. K. (2016). Impact of Digital Media on Brand Loyalty and Brand Positioning. *New Media and Mass Communication*, 45, 16-28.
2. Alwi, S., & Ismail, S. A. (2013). A framework to attain brand promise in an online setting. *31 (5)*, 557-578.
3. Appliance Retailer (2015), "E-tailers Alibaba and Amazon ranked as top Most Valuable Global Retail Brands" report available at: <http://www.applianceretailer.com.au/2015/05/e-tailers-alibaba-and-amazon-ranked-as-top-twomost-valuable-global-retailbrands/#.WFIIJIN97IV> (assessed 20 december 2016)
4. Ballester, E. D., & Espallardo, M. H. (2008). Building online brands through brand alliances in internet. *European Journal of Marketing*, 42 (9), 954-976.

5. Bruhn, M., Schoenmueller, V., & Schafer, D. B. (2012). Are social media replacing traditional media in terms of brand equity creation? *Management Research Review* , 35 (9), 770-790.

6. The Economic Times(2016), “ India e-tailing industry may touch USD 28 billion by FY 2020”, 7 September, available at: <http://economictimes.indiatimes.com/industry/services/retail/indian-e-tailing-industry-may-touch-usd28-billion-by-fy2020/articleshow/54091296.cms>(assessed 20 December 2016)



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course**  
**Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name:** Dr. Ms. Vinita Pimpale, Ms. Karishma Khadiwala, Mr. Sanjay Dhage & Com X

**Program:** B.Com

**Course:** Commerce-III & IV

**Semester:** III & IV (S.Y.B. Com)

**Division:** A-G

**No. of lectures (per week):** 3

### **COURSE OUTCOMES:**

#### **Sem III (Management: Functions and Challenges)**

1. To make the learners aware about conceptual knowledge and evolution of Management.
2. To familiarize the learners with the functions in Management
3. To sensitize the learners about the actual work environment and how business managers have to deal with the challenges of a changing environment.

#### **Sem IV (Management: Production & Finance)**

1. To acquaint the learners with the basic concepts of Production Management, Inventory Management & Quality Management.
2. To impart the basic orientation towards the institutional framework of Indian Financial System.
3. To update the learners with the different markets and its players in Indian Financial System and their relevance to India's Economy.
4. It will also orient them on how to invest in these financial markets.

### Teaching Plan for the Academic Year: 2022-23

Term dates: 1<sup>st</sup> Term –13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022

Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
<b>eV 2022</b>	June	30	4	-	15	-	Management: Concept, Importance of Management, Functions of Management; Managerial Competencies Levels of Management Managerial roles based on Mitzberg's Theory.	Google Classroom PPT presentation Use of Whiteboard case discussions Web/YouTube links for reference
	July	31	5	-	26	-	Evolution of Management Thoughts Scientific Management by F.W.Taylor's, General Management Theory by Henri Fayol, Human Relations Approach by Elton Mayo - Hawthorne experiments. Ancient and Modern Management Approach Chanakya 'Arthshastra' Management Practices by Indian Values Peter Drucker's Dimensions of Management.	Google Classroom PPT presentation Us of Whiteboard case discussions Web/YouTube links for reference

							Planning - Steps, Importance, Components; Coordination – Importance	
	Aug	31	4	3+1* (Independence day)	23	-	M.B.O - Process, Advantages; Management by Exception- Advantages; Management Information System- Concept, Components. Decision Making -Techniques, Essentials of a Sound Decision Making. Organising - Organization Structures – Line & Staff Organization, Tall and Flat Organisation, Matrix Organization, Virtual Organization, Formal/s Informal Organization. Departmentation –Meaning, Bases; Span of Management- Factors - Graicunas formula Influencing Span of Management.	Google Classroom PPT presentation Use of Whiteboard case discussions Web/YouTube links for reference
	Sept	30	4	4	21	-	Delegation of Authority- Barriers to Delegation, Measures to overcome barriers. Motivation: Factors influencing Motivation. Leadership: Styles and Qualities. Controlling: Techniques of controlling. Merger and Acquisitions – challenges of integrating corporate culture. Turnaround– challenges for top management during turnaround process.	Google Classroom PPT presentation Use of Whiteboard case discussions Web/YouTube links for reference

							Closure – Procedural challenges of closing a business enterprise.	
	Oct	31	5	1	5	13	Change and Disruptions– challenges posed by technology gap.  Revision	Google Classroom PPT presentation Use of Whiteboard case discussions Web/YouTube links for reference
<b>SUBTOTAL</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>	<b>13</b>		
<b>2<sup>nd</sup> Term – 7<sup>th</sup> November 2022 to 1st May 2023</b>								
<b>VI 2022-2023</b>	Nov	30	4	1	21		Production Management: Meaning, Objectives, Scope. Production Systems: Concept, Types - Continuous and Intermittent. PPC : Concept and steps in PPC. Productivity: Concept, Factors Influencing Productivity, Measures for improving Productivity, Productivity in different economies. Measures for improving Productivity, Productivity in different economies.	Google Classroom PPT presentation Use of Whiteboard case discussions Web/YouTube links for reference

							Inventory Management: Concept and Objectives	
	Dec	31	4				<p>Inventory Control: Techniques.</p> <p>Introduction to Quality:</p> <p>Dimensions of Quality.</p> <p>Cost of Quality: Types – Internal Failure Cost, External Failure Cost, Appraisal Cost, Prevention Cost.</p> <p>Quality Circle: Features.</p> <p>Quality Management Tools: TQM – Importance, Six Sigma – Process, ISO 9000 Kaizen – Process.</p> <p>Service Quality Management: Concept and Importance.</p> <p>SERVQUAL Model: Measures to improve service quality.</p> <p>Structure of Indian Financial Market</p>	<p>MS-teams platform, Google Classroom</p> <p>PPT presentation</p> <p>Use of Whiteboard case discussions</p> <p>Web/YouTube links for reference</p>
	Jan	31	5	1* (Republic day)		-	<p>(Banking and Insurance) ,</p> <p>Role of Financial Institutions in a developing country like India</p> <p>Financial Markets: Money market and its Instruments, Capital Market and its Participants.</p>	<p>Google Classroom</p> <p>PPT presentation</p> <p>Use of Whiteboard case discussions</p> <p>Web/YouTube links for reference</p>



							<p>Stock Exchange and Commodity Exchange: Functions.</p> <p>Regulatory and Promotional Institutions: Understanding the Role of RBI, SEBI, IRDA, PFRDA.</p> <p>Depositories in India – Role.</p>	
	Feb	28	4			-	<p>Credit Rating Agencies in India - CRISIL, CARE, and ICRA and CIBIL.</p> <p>Mutual Funds: Factors responsible for growth of mutual funds, related risks – Systematic Investment Plan.</p> <p>Commodity Market and Commodity Boards: Concept and relevance in Indian Market.</p> <p>Derivatives Market: Meaning and Risks.</p> <p>Bond Market: Concepts and Types.</p>	<p>Google Classroom</p> <p>PPT presentation</p> <p>Use of Whiteboard case discussions</p> <p>Web/YouTube links for reference</p>

	Mar	31	4	2	10	15	Micro Finance – Importance, Role of Self-Help Groups. Personal finance – Preparing Individual Savings, Investment and Pension (NPS) Plans.  Revision	Google Classroom PPT presentation Us of Whiteboard case discussions Web/YouTube links for reference
	April	30	4	4	-	22		
	May	31	5	1*	1*	-		
<b>SUBTOTAL</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

**Key reference Books/Magazines/Reference Material:**

1. Gene Burton, Manab Thakur . Management Today Principles& Practice-, Tata McGrawHill,Publishing Co.Ltd., 1995
2. Heinz Wehrich & Harold Koontz .Management: Global Prospective –, Tata McGraw- Hill, Publishing Co.Ltd. , 2015
3. Heinz Wehrich, Mark V Cannice, et al. Management: A Global, Innovative and Entrepreneurial Perspective (15th Edition), 2019.
4. Peter Drucker .Management –Task ,Responsibility , Practices – Truman Talley Books / E.P. Dutton / New York, 1993.
5. Viswanathan Rajeesh . Principles Of Management : Concepts & Cases . - 1st ed . - Mumbai : Himalaya Publishing House , 2010
6. Viswanathan Rajeesh, Bhat K.Shridhara. Principles Of Management : Concepts & Cases Mumbai Himalaya Publishing House 2010
7. Ramasamy T . Principles of Management. - Mumbai : Himalaya Publishing House , 2014
8. Ramasamy T. Ramasamy .Principles of Management,Mumbai, Himalaya Publishing Hous, 2014
9. Jain T.K . Chugh Preeti. Principles of Marketing Management. - Jaipur : Garima Publication , 2017
10. Vasishth Neeru ; Vasishth Vibhuti . Taxmann’s Principles of Management: Text & Cases / 4th ed . - New Delhi, 2019.

11. Indian Financial System—Bharathi Pathiak, Pearson Publication, 2010.
12. Financial Institutions and Markets : Structure Growth & Innovations – L.M.Bhole , Jitendra Mahakad, Tata McGraw Hill, 2017.
13. The Indian Financial System and Financial Market Operator-Vasant Desai, Himalaya Publishing, 2010.
14. Indian Financial System – M.Y.Khan, Tata McGraw –Hill, 2006.
15. Production and Operations Management –Anandkumar Sharma, Anmol Publication, 2007.
16. What Every Indian Should Know About Investing – Vinod Potttayil, Imagine Books Pvt. Ltd., 2017.
17. Bhole, L.M., Financial Markets and Institutions. Tata McGraw Hill Publishing, 2004.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course**  
**Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name:** Sudarshana Saikia, Akshay Shingare, Eco-X, Eco-Y, Eco-Z

**Program:** B.Com

**Course:** Business Economics-III & IV

**Semester:** III & IV (S.Y.B. Com)

**Division:** A-G

**No. of lectures (per week):** 3

### **COURSE OUTCOMES**

#### **Business Economics III**

**CO.1-** The learner shall be able to define key macroeconomic indicators and measures of economic growth and understand how the different economic conditions affect the trade cycle.

**CO.2-** The learner shall be able to understand the tenets of Keynesian Economics and apply the tenets through various Keynesian tools.

**CO.3-** The learner shall be able to analyse the role of money in the economy and the integration of the markets with the help of the IS-LM model.

**CO.4-** The learner shall be able to describe the concept of inflation and interpret its relationship with unemployment through the Phillips curve.

#### **Business Economics IV**

**CO.1-** The learner shall be able to acquaint themselves with the basics of public finance and the role of government in the economy.

**CO.2-** The learner shall be able to interpret the revenue patterns of modern governments and the efficiency and distributional effects of taxation.

**CO.3-** The learner shall be able to demonstrate the effects of public expenditure and debt in an economy.

**CO.4-** The learner shall be able to define fiscal policy, identify the role of taxation and spending and evaluate the concept of fiscal federalism in India.

### Teaching Plan for the Academic Year: 2022-23

Term dates: 1 <sup>st</sup> Term –13 <sup>th</sup> June 2022 to 22 <sup>nd</sup> October 2022								
Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
<b>III 2022</b>	June	30	4	-	15	-	Macroeconomics: Meaning, Scope and Importance	1.Chalk and Talk 2. Discussion from Newspaper articles
	July	31	5	-	26	-	Macroeconomics: Meaning, Scope and Importance, National Income, Circular Flow of Income; Trade Cycles, The Principle of Effective Demand, Consumption Function, Investment function and Marginal Efficiency of capital.	1.Chalk and Talk 2. Discussion from Newspaper articles
	Aug	31	4	3+1* (Independence day)	23	-	Investment Multiplier effect on Income and Output, Relevance of Keynesian theory tools to the developing countries, Demand for Money, Money Supply.	1.Chalk and Talk 2. Assignment 3. Class test
	Sept	30	4	4	21	-	The IS-LM model of integration of commodity and money markets, Inflation, The Short-Run Trade-off between Inflation and Unemployment, SupplySide Economics.	1.Chalk and Talk 2. Assignment 3. Newspaper articles
	Oct	31	5	1	5	13	Revision	1.Chalk and Talk 2. Discussion from Newspaper articles
<b>SUBTOTAL</b>		<b>153</b>	<b>21+1*</b>	<b>21</b>	<b>94</b>	<b>16</b>		
2 <sup>nd</sup> Term – 7 <sup>th</sup> November 2022 to 1st May 2023								
<b>IV 2022-2023</b>	Nov	30	4	1	21		Meaning and Scope of Public finance, Major fiscal functions, Principle of Maximum Social Advantage, Relation between Efficiency, Markets and Governments, The concept of Public Goods and the role of Government	1.Chalk and Talk 2. Discussion from Newspaper articles
	Dec	31	4	6	21		Sources of Public Revenue, Shifting of tax burden, Economic Effects of taxation, Redistributive and Anti–Inflationary nature of taxation	1.Chalk and Talk 2. Assignment 3. Discussion from Newspaper articles
	Jan	31	5	1*	25	-	Public Expenditure, Public Debt.	1.Chalk and Talk

				(Republic day)				2. Class Test 3. Discussion from Newspaper articles
	Feb	28	4	-	24	-	Fiscal Policy, Contra cyclical Fiscal Policy and Discretionary Fiscal Policy, Budget, Fiscal Policy, Indian Public Finance	1.Chalk and Talk 2. Newspaper articles 3. Budget Discussion
	Mar	31	4	2	10	15	Revision	1.Chalk and Talk
	April	30	4	4	-	22		
	May	31	5	1*	1*	-	-	
<b>SUBTOTAL</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

Key reference Books/Magazines/Reference Material:

1. Hajela T.N: Public Finance – Ane Books Pvt.Ltd
2. Musgrave, R.A and P.B. Musgrave (1976) : Public Finance in Theory and Practice, Tata McGraw Hill, Kogakusha, Tokyo
3. Bhatia H.L.: Public Finance. Vikas Publishing House Pvt. Ltd.
4. Blanchard Olivier (2000), Macro Economics, Englewood Elitt, Prentice Hall
5. Gregory .N. Mankiw, Macroeconomics, Fifth Edition (2002) New York:Worth Publishers
6. Shapiro, E (1996), Macro-Economic Analysis , Galgotia Publication, New Delhi.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course  
Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name:** Sudarshana Saikia, Akshay Shingare, Eco-X, Eco-Y, EVS Department

**Program:** B.Com: Foundation Course III and IV

**Semester:** III&IV (S.Y.B. Com) **Division:** A-G

**No. of lectures (per week):** 3

### **COURSE OBJECTIVES:**

#### **Semester-III**

CO-1: The learner shall be able to understand the issues of contemporary India and the affirmative actions taken by the government to address them.

Co-2: The learner shall be able to understand the essence of scientific temper which is characterised by observation, experimentation and validation.

CO-3: The learner shall be able to understand the remedial measures taken to address human rights issues.

CO-4: The learner shall be aware and be able to empathise about the various issues faced by the marginalized sections of society.

#### **Semester-IV**

CO-1: The learners shall become aware of contemporary rights and their role in building a healthy society.

CO-2: The learner shall develop a sense of responsibility with respect to usage of technology.

CO-3: The learner shall improve interpersonal and soft skills required for professional life.

CO-4: The learner shall become aware about human rights, issues related to migration, disaster management and weaker sections of the society and thus develop a humanitarian approach in addressing such issues.



### Teaching Plan for the Academic Year: 2022-23

Term dates: 1 <sup>st</sup> Term –13 <sup>th</sup> June 2022 to 22 <sup>nd</sup> October 2022								
Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
<b>III 2022</b>	June	30	4	-	15	-	Human Rights Provisions	1.Chalk and Talk
	July	31	5	-	26	-	Violations and Redresal-Scheduled Castes; Scheduled tribes; Women; Children	1. Chalk and Talk 2. Case Study discussion 3. Class Test- I
	Aug	31	4	3+1* (Independence day)	23	-	Issues of Contemporary India- White collar crimes, Students and youth unrest; Senior citizens: Problems and Constitutional Measures; Public Health, Mental health issues; Physical Education and Sports a need of the society	1. Chalk and Talk 2. Case Study Discussion 3. Class Test-II
	Sept	30	4	4	21	-	Nature of science; Achievements of Indians in science & technology; Science in everyday life; Interrelation and distinction between science and technology	1. Chalk and Talk 2. Documentary Viewing
	Oct	31	5	1	5	13	Revision	1. Chalk and Talk
<b>SUBTOTAL</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>	<b>13</b>		
2 <sup>nd</sup> Term – 7 <sup>th</sup> November 2022 to 1st May 2023								
<b>IV 2022-2023</b>	Nov	30	4	1	21	-	Human Rights Provisions, Violations and Redressal-II Human right issues dealing with migration; Rights of Differently abled people,	1. Chalk and Talk 2. Case Study Discussion
	Dec	31	4	6	21	-	Human Rights issues in addressing disasters; Humanitarian approach to resettlement and rehabilitation.	1. Chalk and Talk 2. Case Study Discussion 3. Class Test-I
	Jan	31	5	1* (Republic day)	25	-	<b>Significant, Contemporary Rights of Citizens</b> Rights of Consumers; Right to Information; Right to Privacy; Cybercrimes	1. Chalk and Talk 2. Case study discussion 3. Class Test-II

	Feb	28	4	-	24	-	<b>Science and Technology – II</b> Information and Communication Technology; Biotechnology and Genetic engineering ; Basics of Artificial Intelligence; Issues of Control, Access and Misuse of Technology	1.Chalk and Talk 2. Documentary Viewing
	Mar	31	4	2	10	15	Revision	
	April	30	4	4	-	22		
	May	31	5	1*	1*	-		
<b>SUBTOTAL</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

#### Key reference Books/Magazines/Reference Material:

1. Bajpai, Asha, *Child Rights in India*, Oxford University Press, New Delhi, 2010.
2. Kaushal, Rachana, *Women and Human Rights in India*, Kaveri Books, New Delhi, 2000.
3. Motilal, Shashi, and Nanda, Bijoy Lakshmi, *Human Rights: Gender and Environment*, Allied Publishers, New Delhi, 2007.
4. Sathe, Satyaranjan P., *Judicial Activism in India*, Oxford University Press, New Delhi, 2003.
5. Singh, Ashok Kumar, *Science and Technology for Civil Service Examination*, Tata McGraw Hill, New Delhi, 2012.
6. Thorpe, Edgar, *General Studies Paper I Volume V*, Pearson, New Delhi, 2017.
7. Brown K.M., `` Physical Activity and Health: An Interactive Approach,`` Jones and Bartlett Publisher
8. Corbin, C. B., G. J. Welk, W. R Corbin, K. A. Welk, ``Concepts of Physical Fitness: Active Lifestyle for Wellness,`` McGraw Hill, New York, USA.
9. Anspaugh, D.J., G. Ezell and K.N. Goodman, `` Teaching Today Health,`` Mosby Publishers
10. Brown K.M., `` Physical Activity and Health: An Interactive Approach,`` Jones and Bartlett Publisher
11. Robert W. Stern, `` Introduction: Change, the societies of India and Indian society`` Cambridge University Press
12. Singh. Y,`` Indian Sociology social conditioning and emerging concerns,`` Vistaar publication
13. Debal K. Singha Roy,`` Social Development and the Empowerment of Marginalized Groups,`` Sage Publications
14. Dereze Jean and SenAmartya,`` India Development and Participation,`` Oxford University Press.
15. Elain Rich and Kevin Knight, `` Artificial Intelligence``, TMH
16. Sahni, Pardeep et. al., ``Disaster Mitigation Experiences And Reflections``, Prentice Hall Of India
17. Sharma J. P and Kanojia, Sunaina. *Cyber Laws*, New Delhi: Ane Books Pvt Ltd.

18. Taxmann Publications Pvt. Ltd., New Delhi, Information Technology Rules 2000 & Cyber Regulations Appellate Tribunal Rules 2000 with Information Technology Act 2000.
19. Datta, A., 2016, "Dealing with Dislocation: Migration, Place and Home among Displaced Kashmiri Pandits in Jammu and Kashmir", Contributions to Indian Sociology, 50 (1), Pp. 52- 79.
20. Castles, Stephen. 2003. 'The International Politics of Forced Migration', Development, 46(3): 11-20.
21. Chatterjee, C and Sheoran, G. (2007). Vulnerable groups in India. The Centre for Enquiry into Health and Allied Themes (CEHAT), Mumbai.
22. Robinson Rowena.2007. Indian Muslims: The varied dimensions of marginality, EPW XLII (10). Verma, V. 2011. Conceptualising Social Exclusion: New Rhetoric or Transformative Politics? EPW XLVI (50)
23. Quantitative Aptitude for Competitive Examination by Abhijit Guha, Tata Mc Graw Hill publications
24. Quantitative Aptitude for Competitive Examination by R.S. Agarwal, S. Chand publications



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course  
Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name: : Dr.TEJASHREE PATANKAR & SANJAY DHAGE & ComX**

**Program:** B.Com

**Course:** ADVERTISING

**Semester:** III & IV (S.Y.Bcom)

**Division:** A-E

**No. of lectures (per week):** 3

### **TEACHING OBJECTIVES:**

#### **Semester III (Advertising – I)**

1. To highlight the role of advertising for the success of brands and its importance within the marketing function of a company.
2. It aims to orient learners towards the practical aspects and techniques of advertising.
3. To provide insight about how organizations /ad agencies relay information through mass media to large segment of the viewers at the same time. 4.
4. To explain the different forms of advertising and stimulate interest among students about the new trends in advertising.

#### **Semester III (Advertising – II)**

1. It identifies creativity relevant to selected media, to orient learners towards the practical aspects and techniques of advertising.
2. It is expected that this course will prepare learners to lay down a foundation for advanced post-graduate courses in advertising.
3. Learners will be able to highlight the importance of integrating, commercial, visual and communication skills in advertising.
4. It motivates students to consider career options in the field of advertising.

### Teaching Plan for the Academic Year: 2022-23

Term dates: 1<sup>st</sup> Term –13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022

Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
V 2022	June	30	4	-	15	-	<p><b>Module-I Introduction to Advertising</b>                      Advertising: Concept, Characteristics, Evolution of Advertising, Active Participants, Benefits of advertising to all stakeholders.                      • Integrated Marketing Communication (IMC): Concept, Elements, The Communication Process, Role of advertising within IMC during different stages of a Product's Life Cycle (PLC)                      • Brand Building: Brand Name – Characteristics, Brand Positioning, Brand Loyalty and Brand equity – Concept and Significance, Role of Advertising in managing Brand Crises.</p>	Chalk and talk, PPT, Case study, Role Play case discussions Web/YouTube links for reference
	July	31	5	-	26	-	<p><b>Module-II Economic &amp; Social Aspects of Advertising</b>                      Economic Aspects: Effect of advertising on consumer demand, innovation, monopoly, competition and market expansion, pricing, criticisms in advertising                      • Social Aspects: Ethical and social issues in advertising, positive and negative influence of advertising on Indian values and culture, Influence of Advertising on Children. • Consumer Protection: Regulation</p>	Chalk and talk, PPT , Casestudy ,Role Play case discussions Web/YouTube links for reference

							&Self-Regulation of Advertising Objectives and Role of the following: i. ASCI ii. FSSI iii. Ministry of Consumer Affairs iv. Role of Consumer Protection Act, 1984 with reference to Advertising	
	Aug	31	4	3+1* (Independence day)	23	-	<b>Module-III Media in Advertising</b> Traditional Media: Print, Broadcasting, Out-Of-Home advertising and films - advantages and limitations of all the above traditional media • New Age Media: Digital Media / Internet Advertising – Forms, Significance and Limitations • Media Research: Concept, Importance, Tools for Media Research - ABC and BARC & TRP, National Readership Survey	Chalk and talk, PPT , Casestudy ,Role Play case discussions Web/YouTube links for reference
	Sept	30	4	4	21	-	<b>Module-IV Forms of advertising,</b> Special Purpose Advertising and Trends in Advertising Forms of advertising: Based on Target audience- Industrial advertising , Professional, Trade( B2B), Consumer ( B2C) Based on Functions –Product/ Service, Institutional, Generic, Financial Advertising, Soft Sell (Indirect Action)- Hard-Sell advertising (Direct Action) Based on Geographic Location: Local, regional, national and international advertising Advantages	Chalk and talk, PPT , Casestudy ,Role Play

							of each form of advertising • Special purpose advertising: Rural advertising, Political advertising, Advocacy advertising, Corporate Image advertising, Green Advertising – Pro Bono/Social advertising Features of each type of special purpose advertising • Advertising Trends in India: Media, Advertisers, Ad Agencies, innovation and technology in Advertising (Use of Artificial Intelligence, QR Code, Elogo, digital music logos, etc.)	
	Oct	31	5	1	5	13	Revision lectures	
<b>SUBTOTAL</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>	<b>13</b>		
<b>2<sup>nd</sup> Term – 7<sup>th</sup> November 2022 to 1st May 2023</b>								
<b>VI 2022-2023</b>	Nov	30	4	1	21		<b>Module-I Planning Advertising Campaigns</b> Advertising Campaign: Concept, Steps in Advertising Campaign Planning - Determining advertising objectives –AIDA Model and DAGMAR model • Advertising Budgets: Factors determining advertising budgets, methods of setting advertising budgets, Media Objectives - Reach, Frequency and GRPs • Media Planning: Concept,	Chalk and talk, PPT , Casestudy ,Role Play case discussions Web/YouTube links for reference

							Process, Factors considered while selecting media, Media Scheduling Strategies	
	Dec	31	4				<b>Module-II Fundamentals of Creativity in Advertising</b> <ul style="list-style-type: none"> <li>• Creativity: Concept and Importance, Creative Process, Concept of</li> <li>• Creative Brief, Techniques of Visualization</li> <li>• Creative aspects: Buying Motives - Types, Selling Points- Features,</li> <li>• Appeals – Types, Concept of Unique Selling Proposition (USP) • • Creativity through</li> <li>Endorsements: Endorsers – Types, Celebrity</li> <li>• Endorsements– Advantages and Limitations, High Involvement and Low Involvement Products</li> </ul>	Chalk and talk, PPT , Casestudy ,Role Play case discussions Web/YouTube links for reference
	Jan	31	5	1* (Republic day)		-	<b>Module-III Execution and Evaluation of Advertising</b> <ul style="list-style-type: none"> <li>• Preparing print ads: Essentials of Copywriting, Copy – Elements, Types, Layout- Principles, Illustration Importance.</li> <li>• Creating broadcast ads: Execution Styles, Jingles and Music</li> <li>–</li> </ul>	Chalk and talk, PPT , Casestudy ,Role Play case discussions Web/YouTube links for reference



							<p>Importance, Concept of Storyboard</p> <ul style="list-style-type: none"> <li>• Evaluation: Advertising copy, Pretesting and Post-testing of Advertisements – Methods and Objectives</li> </ul> <p><b>Module-III Execution and Evaluation of Advertising</b></p> <ul style="list-style-type: none"> <li>• Preparing print ads: Essentials of Copywriting, Copy – Elements, Types, Layout- Principles, Illustration - Importance.</li> <li>• Creating broadcast ads: Execution Styles, Jingles and Music – Importance, Concept of Storyboard</li> <li>• Evaluation: Advertising copy, Pretesting and Post-testing of Advertisements – Methods and Objectives</li> </ul>	
	Feb	28	4			-	<p><b>Module-IV Advertising Agency</b></p> <ul style="list-style-type: none"> <li>• Advertising Agency: Features, Structure and services offered, Types</li> <li>• of advertising agencies, Agency selection criteria</li> <li>• • Agency and Client: Maintaining Agency–Client relationship, Reasons</li> <li>• and ways of avoiding Client Turnover, Creative Pitch, Agency compensation</li> </ul>	Case-study on Advertising agencies

	Mar	31	4	2	10	15	Revision lectures	
	April	30	4	4	-	22		
	May	31	5	1*	1*	-		
<b>SUBTOTAL</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

### Key reference Books/Magazines/Reference Material:

#### References:

1. Advertising: Planning and Implementation, 2006 – Raghuvir Singh, Sangeeta Sharma – Prentice Hall.
2. Advertising Management, 5th Edition, 2002 –Batra, Myers and Aaker – Pearson Education.
3. Advertising and Promotion: An Integrated Marketing Communications Perspective, 10th Edition.
4. George Belch and Michael Belch, 2015, McGraw Hill Education.
5. Advertising Principles and Practice, 2012 - Ruchi Gupta – S.Chand Publishing.
6. Advertising, 10th Edition, Sandra Moriarty, Nancy D Mitchell, William D. Wells, 2010 Pearson Advertising and Promotion : An Integrated Marketing Communications Perspective (SIE) –
7. Contemporary Advertising, 15th Edition, William Arens, Michael Weigold and Christian Arens, Hill Higher Education, 2017.
8. George E Belch, Michael A Belch and Keyoor Purani –9th Edition, 2011 - McGraw Hill Education.
9. Integrated Advertising, Promotion, and Marketing Communications, Kenneth E. Clow and Donald E. Baack, 5th Edition, 2012 – Pearson.
10. Kotler Philip and Eduardo Roberto, Social Marketing, Strategies for Changing Public Behaviour, The Free Press, New York, 1989.
11. Kleppner’s Advertising Procedure – Ron Lane and Karen King, 18th edition, 2011 – Pearson.
12. The Advertising Association Handbook - J. J. D. Bullmore, M. J. Waterson, 1983 - Holt Rinehart & Winston.
13. Strategic Brand Management – Kevin Lane Keller, 4th Edition, 2013 – Pearson Education limited.

**Websites:**

1. <http://www.davp.nic.in>
2. <https://ascionline.org/>



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course  
Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name: Commerce Department**

**Program: B.Com**

**Course: Business Law I & II**

**Semester: III & IV (S.Y.B. Com)**

**Division: A-G**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

#### **Semester III (Business Law – I)**

- To provide a conceptual study about the framework of Indian Business Laws.
- To orient students about the legal aspects of business.
- To make students aware about the legality of contract including property and goods
- To introduce students to E-Contract and RTI Act & To make student aware of banking regulation Act and IRDA

#### **Semester IV (Business Law – II)**

- To have a complete knowledge about Indian partnership Act.
- To familiarize the learners with consumer protection Act.
- To make student learn IT Act.
- Make students understand the importance of IPR Act



### Teaching Plan for the Academic Year: 2022-23

Term dates: 1<sup>st</sup> Term –13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022

Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
<b>V 2022</b>	June	30	4	-	15	-		
	July	31	5	-	26	-	<ul style="list-style-type: none"> <li>• Negotiable Instruments:</li> <li>• Concept (S13), Characteristics, Classification of Negotiable Instruments (Ss. 11, 12, 17-20, 42, 43, 104,134,135)</li> </ul>	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links for reference
	Aug	31	4	3+1* (Independence day)	23	-	Maturity of Instruments. <ul style="list-style-type: none"> <li>• Promissory Note: (Ss. 4,5, 108-116) Concept, Essentials of Promissory Note, , Essential features of promissory note, Kinds Promissory note,</li> <li>• Miscellaneous Provisions: (S. 8-10, 22, 99-102, 118-122, 134-137) – Parties Negotiable instruments Holder.</li> </ul>	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links for reference
	Sept	30	4	4	21	-	<ul style="list-style-type: none"> <li>• Holder in due course, Rights &amp; Privileges of Holder in due course,</li> </ul>	Chalk and Talk PPT presentation Use of Whiteboard

							Payment in due course, • Noting & Protest (99-104A) • Banking Regulation Act: Introduction and relevance. • Insurance Regulatory and Development Authority (IRDA): Introduction Insurance Regulatory and Development Authority (IRDA): relevance	Case Studies Web/YouTube links for reference
	Oct	31	5	1	5	13	Exam	PPT presentation Case discussions Web/YouTube links for reference
<b>SUBTOTAL</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>	<b>13</b>		
<b>2<sup>nd</sup> Term – 7<sup>th</sup> November 2022 to 1st May 2023</b>								
<b>VI 2022-2023</b>	Nov	30	4	1	21		• Consumer Protection Act – Concept • Objects, Reasons for enacting the Consumer Protection Act, Definition of Consumer	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links for reference Industrial Visit
	Dec	31	4	6	21		• Consumer Dispute, Complaint, Complainant, Defect, • Deficiency, Consumer Dispute,	Chalk and Talk PPT presentation Use of Whiteboard

							Unfair Trade Practices, Goods and Services.	Case Studies Web/YouTube links for reference
	Jan	31	5	1* (Republic day)	25	-	<ul style="list-style-type: none"> <li>Consumer Protection Councils &amp; Redressal Agencies: District, State &amp; National.</li> <li>SEBI Listing Obligation and Disclosure Requirement Act, (LODR).</li> </ul>	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links for reference
	Feb	28	4	-	24	-	<ul style="list-style-type: none"> <li>Information Technology Act 2000: Introduction and relevance</li> <li>Intellectual Property Right (IPR): Concept, Nature, Introduction &amp; background of IPR in India.</li> </ul>	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links
	Mar	31	4	2	10	15	Revision lectures	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links
	April	30	4	4	-	22		
	May	31	5	1*	1*	-		



<b>SUBTOTAL</b>	<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>	<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

**Key reference Books/Magazines/Reference Material:**

- The Negotiable Instruments Act: Bhashyam & Adiga, Bharat Law House.
- The Negotiable Instruments Act: Avatar Singh, Eastern Book Company
- Consumer Protection Law and Practice by Dr. V.K. Agarwal, Bharat Law House.
- Laws Relating to Intellectual Property, Universal Law Publishing Co. Dr. B.L. Wadhera.
- Laws Relating to Intellectual Property, Universal Law Publishing Co. Dr. B.L. Wadhera Handbook on RTI Act – by Shri P. K. Das, Publisher: Universal Law Publishing - An Imprint of LexisNexis; Fifth edition (1 August 2016)

**R. A. Podar College of Commerce & Economics**  
Matunga, Mumbai-19

**Teaching Plan 2022-23**

**Course: B.Com**

**F.Y & S.Y. B Com (All subjects other than FC): 100 Marks - 03 Credit points assigned**

**FC(I & II & III & IV) - 02 Credit points assigned**

**Course: Mass Communication I & II**

**Prepared By**

**Faculty Name: Mrs. Vrushali V. Bhosale-Kaneri**

**Signature: \_\_\_\_\_**

**Date: 14/06/2022**

**Reviewed and Verified By**

**HOD Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

**Objectives of the course: (Mass Communication I & II)**

1. To introduce the learners to some major aspects of communication.
2. To introduce mass communication with the help of media theories.
3. To familiarize the learner with the theories of mass communication.
4. To develop broad perspective of the past and the present status of mass media in India.
5. To develop a critical understanding of some special roles of different Mass Media in India.
6. To introduce the learners to the basics of making of documentary
7. To help the learners to assess the contribution of Indian Mass Media to national development.
8. To acquaint the learners with some issues and laws related to mass media in India.
9. To introduce the learners to various job and career opportunities in media industry.

**Course Outcome: (Mass Communication I & II)**

1. The learner will be able to understand the concept of communication.
2. The learner will be able to comprehend the psychological dimensions of behavioural change through communication.
3. The learner will be able to understand the concept and importance of mass communication

4. The learners will be able to appreciate the choice-based approach of audience on selecting the media.
5. The learner will be able to understand media theories.
6. The learner will be able to trace the development of media since inception.
7. The learner will get acquainted with development of social media.
8. The learners would get basic understanding of documentary making which would incline their interest towards pursuing career in media industry.
9. The learners will get sensitized about the role of media in strengthening the democracy.
10. The learner will get acquainted with the promotional aspect of mass media.
11. The learners will be able to analyse various media sources with special understanding of media ethics laws and its role in nation's development.
12. The learners will understand the different career prospects related to mass media

**Pedagogy to be adopted:**

Sr. No	Pedagogy	
1	Lectures (Sessions as per Teaching plan)	<b>45</b>
	<i>Revision Lectures (for eg. revision test)</i>	<i>09</i>
<b>Other pedagogies from the below list that will be adopted apart from the lectures complementing learning as indicated above.</b>		
2	Class Activities like quiz, debates, Role play, etc	Yes
3	Case Studies and Discussion	Yes
4	Assignments	Yes
5	Screening Educational and Informative Videos	Yes
6	Real- time Projects (Live Projects)	Yes
7	Presentations	Yes
8	Reading (Library Activity)	----
9	Group Discussion	Yes
10	Industrial Visit	----
11	Fieldwork	---
12	Any Other , Pl Specify: Mock interviews, Communication activities, Guest lecture, Documentary making	Yes
	<b>Total Hours of Learning</b>	<b>102</b>

**Teaching – Learning Plan for the Academic Year: 2022-23**  
**S.Y.B.Com. Mass Communication paper I & II**

Semester	Month	No. of days (in month)	No. of Sundays	No. of Holidays	No. of Teaching Days	E-Content Development /Administrative work	No. of Exam days	No. of Working days	Topics Covered	Teaching Aids
	June	30	4	10	15	-	-	15	Introduction to Communication -	Talk YouTube
	July	31	5	-	26		-	26	Introduction to Communication  Theories of Mass Communication  Mass Media in India: Brief History and Current Status of Each of The Media- viz. Newspaper,	<ul style="list-style-type: none"> <li>• Chalk and Talk</li> <li>• PPT</li> <li>• YouTube</li> <li>• Informative documentaries</li> <li>• Advertisements</li> <li>• Discussions</li> <li>• Case Studies Assignments</li> </ul>
	Aug	31	4	3+1* (Independence day)	23	-	-	23 + 1* (independence day)	Introduction to Communication  Nature and Scope of Mass Communication  Theories of Mass Communication  Mass Media in India: Brief History and Current Status of Each of The Media- viz. Newspaper,  Discussion about internal assignment	<ul style="list-style-type: none"> <li>• Chalk and Talk</li> <li>• PPT</li> <li>• YouTube</li> <li>• Informative documentaries</li> <li>• Advertisements</li> <li>• Discussions</li> <li>• Case Studies Assignments</li> </ul>
	Sept	30	4	4	21			21	Nature and Scope of Mass Communication  Theories of Mass Communication  Mass Media in India: Brief History and Current Status of Each of The Media- viz. Newspaper	<ul style="list-style-type: none"> <li>• Chalk and Talk</li> <li>• PPT</li> <li>• YouTube</li> <li>• Informative documentaries</li> <li>• Advertisements</li> <li>• Discussions</li> <li>• Case Studies</li> <li>• Assignments</li> </ul>

									<b>Submission of Internal Assignment</b>	
									<b>Revision</b>	
	<b>Oct</b>	<b>31</b>	<b>5</b>	<b>1</b>	<b>5</b>		<b>13</b>	<b>18</b>	<b>Revision</b>	<ul style="list-style-type: none"> <li>• Talk</li> <li>• PPT</li> </ul>
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>		<b>13</b>	<b>103+1*</b>		
	<b>Nov</b>	<b>30</b>	<b>4</b>	<b>1</b>	<b>21</b>			<b>21</b>	<b>Media Ethics and Legal Aspect</b>  <b>Indian Mass Media and National Development</b>  <b>Basics of Documentary making</b>  <b>Discussion about internal assignment</b>	<ul style="list-style-type: none"> <li>• PPT</li> <li>• YouTube</li> <li>• Informative documentaries</li> <li>• Advertisements</li> <li>• Discussions</li> <li>• Case Studies Assignments</li> </ul>
	<b>Dec</b>	<b>31</b>	<b>4</b>	<b>1</b>	<b>21</b>		<b>-</b>	<b>21</b>	<b>Media Ethics and Legal Aspect</b>  <b>Indian Mass Media and National Development</b>  <b>Basics of Documentary making</b>  <b>Discussion about internal assignment</b>	<ul style="list-style-type: none"> <li>• PPT</li> <li>• YouTube</li> <li>• Discussion</li> <li>• Question &amp; Answer session</li> </ul>
	<b>Jan</b>	<b>31</b>	<b>5</b>	<b>1* (Republic Day)</b>	<b>25</b>			<b>24+1*</b>	<b>Career Opportunities in Mass Media</b>  <b>Indian Mass Media and National Development</b>  <b>Basics of Documentary making</b>	<ul style="list-style-type: none"> <li>• PPT</li> <li>• YouTube</li> <li>• Informative documentaries</li> <li>• Advertisements</li> <li>• Discussions</li> <li>• Case Studies Assignments</li> </ul>
	<b>Feb</b>	<b>28</b>	<b>4</b>	<b>-</b>	<b>23</b>			<b>24</b>	<b>Revision</b>	<ul style="list-style-type: none"> <li>• PPT</li> <li>• YouTube</li> <li>• Informative documentaries</li> <li>• Advertisements</li> <li>• Discussions</li> <li>• Case Studies Assignments</li> </ul>
	<b>March</b>	<b>31</b>	<b>4</b>	<b>2</b>	<b>10</b>		<b>15</b>	<b>25</b>	<b>Revision</b>	<ul style="list-style-type: none"> <li>• PPT</li> </ul>

									<b>Submission of Internal Project: Documentary Making</b>	<ul style="list-style-type: none"> <li>• YouTube</li> <li>• Informative documentaries</li> <li>• Advertisements</li> <li>• Discussions</li> <li>• Case Studies</li> </ul> <b>Assignments</b>
	April	30	4	4	-		22	22		
	May	31	5	1*				1*		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>		<b>37</b>	<b>137+2*</b>		
<b>Total</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>		<b>50</b>	<b>240+3*</b>		

***List of Reference Books:***

McQuail, Denis. McQuail's Mass Communication Theory, Sage Publication, 2010.

Corner, John. The Art of Record: A Critical introduction to Documentary Manchester University Press, 1996

Ahuja B.K. Mass Media Communication: Theory and Practise, Saurabh Publishing House, New Delhi, 2010

Acharya, A.N. Television in India, Manas Publication, New Delhi, 1987.

Joshi Uma. Textbook of Mass Communication and Media. Anmol Publication Pvt. Limited, New Delhi, 2002.

Kumar, Keval. Mass Communication: A Critical Analysis, Vipul Prakashan Mumbai, 2002.

**R. A. Podar College of Commerce & Economics**  
Matunga, Mumbai-19

**Teaching Plan 2022-23**

**Course: B.Com**

**F.Y & S.Y. B Com (All subjects other than FC): 100 Marks - 03 Credit points assigned**

**FC( I & II & III & IV) - 02 Credit points assigned**

**Course: Journalism I & II**

**Prepared By**

**Faculty Name: Mrs. Vrushali V. Bhosale-Kaneri**

**Signature: \_\_\_\_\_**

**Date: 14/06/2022**

**Reviewed and Verified By**

**HOD Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

**Objectives of the course: (Journalism I & II)**

1. To introduce the basics of Journalism
2. To familiarise with different forms of Journalism
3. To sensitize about the social responsibilities and ethics related to Journalism
4. To familiarise with the historical development of Journalism in India
5. To introduce the concept of news agencies and its organization and functions
6. To familiarize with the working of Press Council of India
7. To understand the organizational set up of newspaper house
8. To introduce the functions of various department in a newspaper publishing house
9. To introduce the students with the styles of journalistic prose
10. To acquaint the students with various types of news reporting
11. To enable the students to understand the layout of a newspaper
12. To introduce the students with technical aspects of news writing
13. To familiarize with the importance of illustrations in newspaper To introduce the concept and significance of editing in newspaper/news reporting
14. To inculcate the skills of effective editing
15. To hone the skills of journalistic writing and editing
16. To introduce the concept of feature writing

17. To understate of various techniques of feature writing

**Course Outcome: (Journalism I & II)**

1. Learners will be able to understand the basics of Journalism
2. Learners will be able to understand and analyse different forms of Journalism
3. The learners will be able to understand the gradual evolution of Journalism in India from pre independence era to modern age Journalism
4. Learners will be able to understand the centralized and authentic sources of news for reporting/publication
5. The learner will understand the structure and functions of various Departments in a newspaper house
6. The learners would be able to understand the styles of journalistic prose
7. The learners would be able to write in journalistic prose
8. The learners would understand various types of news reporting
9. The learners will be able to differentiate between various layouts of newspaper
10. Learners will be able to understand the importance of illustration as an effective mode of communication
11. The learners will be able to engage in computer aided technical writing of news
12. The learners would be able to identify different types of editorials.
13. The learners will be able to understand the importance of language style, correctness in editing
14. The learners will be able to edit any given draft
15. The learners will be able to differentiate between a feature and news report
16. The learners will be able to identify various types of features in a newspaper
17. The learners will be able to write a feature on any given topic

**Pedagogy to be adopted:**

Sr. No	Pedagogy	
1	Lectures (Sessions as per Teaching plan)	<b>45</b>
	<i>Revision Lectures (for eg. revision test)</i>	<b>06</b>
<b>Other pedagogies from the below list that will be adopted apart from the lectures complementing learning as indicated above.</b>		
2	Class Activities like quiz, debates, Role play, etc	Yes
3	Case Studies and Discussion	Yes
4	Assignments	Yes
5	Screening Educational and Informative Videos	Yes
6	Real- time Projects (Live Projects)	Yes



7	Presentations	Yes
8	Reading (Library Activity)	----
9	Group Discussion	Yes
10	Industrial Visit	----
11	Fieldwork	---
12	Any Other , Pl Specify: Mock interviews, Communication activities, Guest lecture, Documentary making	Yes
<b>Total Hours of Learning</b>		<b>102</b>

**Teaching – Learning Plan for the Academic Year: 2022-23**  
**S.Y.B.Com. Journalism paper I & II**

Semester	Month	No. of days (in month)	No. of Sundays	No. of Holidays	No. of Teaching Days	E-Content Development /Administrative work	No. of Exam days	No. of Working days	Topics Covered	Teaching Aids
	June	30	4	10	15	-	-	15	Introduction	<ul style="list-style-type: none"> <li>• Chalk and Talk</li> <li>• YouTube</li> </ul>
	July	31	5	-	26		-	26	Introduction  History of Journalism in India  Organization and Structure of a Newspaper House  Discussion	<ul style="list-style-type: none"> <li>• Chalk and Talk</li> <li>• PPT</li> <li>• YouTube</li> <li>• Informative documentaries</li> <li>• Advertisements</li> <li>• Discussions</li> <li>• Case Studies</li> <li>• Assignments</li> </ul>
	Aug	31	4	3+1* (Independence day)	23	-	-	23 + 1* (independence day)	History of Journalism in India  Organization and Structure of a Newspaper House  Press Council of India  Discussion about internal submission	<ul style="list-style-type: none"> <li>• Chalk and Talk</li> <li>• PPT</li> <li>• YouTube</li> <li>• Informative documentaries</li> <li>• Advertisements</li> <li>• Discussions</li> <li>• Case Studies</li> <li>• Assignments</li> </ul>
	Sept	30	4	4	21			21	News and News Agencies in India	<ul style="list-style-type: none"> <li>• Chalk and Talk</li> <li>• PPT</li> <li>• YouTube</li> </ul>

									Submission of Internal Assignment	<ul style="list-style-type: none"> <li>• Informative documentaries</li> <li>• Advertisements</li> <li>• Discussions</li> <li>• Case Studies</li> <li>• Assignments</li> </ul>
	Oct	31	5	1	5		13	18	Revision	
									Super vision paper assessment	
Subtotal		153	22	8+1*	90		13	103+1*		
	Nov	30	4	13	13			13	Design and Make-up of Newspaper	<ul style="list-style-type: none"> <li>• PPT</li> <li>• YouTube</li> <li>• Informative documentaries</li> <li>• Advertisements</li> <li>• Discussions</li> <li>• Case Studies</li> <li>• Assignments</li> </ul>
									Writing for the Press	
									Basics of Feature Writing	
	Dec	31	4	6	21			21	Design and Make-up of Newspaper	<ul style="list-style-type: none"> <li>• PPT</li> <li>• YouTube</li> <li>• Discussion</li> <li>• Question &amp; Answer session</li> </ul>
									Writing for the Press	
									Basics of Feature Writing	
	Jan	31	5	1* (Republic Day)	25			24+1*	Basics of Editing and Editorial	<ul style="list-style-type: none"> <li>• PPT</li> <li>• YouTube</li> <li>• Informative documentaries</li> <li>• Advertisements</li> <li>• Discussions</li> <li>• Case Studies</li> <li>• Assignments</li> </ul>
									Internal Project activity: Complete Newspaper Designing (6 pages format)	
									Discussion about internal assignment	
	Feb	28	4	-	24			24	Basics of Editing and Editorial	<ul style="list-style-type: none"> <li>• PPT</li> <li>• YouTube</li> <li>• Informative documentaries</li> <li>• Advertisements</li> <li>• Discussions</li> <li>• Case Studies</li> <li>• Assignments</li> </ul>
									Submission of Internal Project: Newspaper Designing (6 pages format)	
	March	31	4	2	10		15	25	Revision	<ul style="list-style-type: none"> <li>• PPT</li> <li>• YouTube</li> <li>• Informative documentaries</li> <li>• Advertisements</li> <li>• Discussions</li> </ul>
									Submission of Internal Project:	

									<b>Newspaper Designing (6 pages format)</b>	<b>• Case Studies Assignments</b>
	<b>April</b>	<b>30</b>	<b>4</b>	<b>4</b>	<b>-</b>		<b>22</b>	<b>22</b>	<b>Supervision</b>	
									<b>Paper assessment</b>	
	<b>May</b>	<b>31</b>	<b>5</b>	<b>1*</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1*</b>		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>		<b>37</b>	<b>137+2*</b>		
<b>Total</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>		<b>50</b>	<b>240+3*</b>		



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course  
Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name:** Dr. (Mrs.) Shobana Vasudevan

**Program:** B.Com

**Course:** CSP -I & II

**Semester:** I & II (S.Y.B. Com)

**Division:** G

**No. of lectures (per week):** 3

### **TEACHING OBJECTIVES:**

#### **Semester I**

1. To provide the learners an insight about Company Secretarial Practices.
2. To make the learners understand the role of Company Secretary towards Company's statutory provisions, rules and regulations.
3. To make the learners understand the various aspects of Company Management, meetings and reports

#### **Semester II**

1. The learners need to know the growing need for Governance professionals in India
2. The learners discuss and form opinion about corporate governance practices in India
3. The learners emerge as able service providers by recognizing the requirements of various stakeholders



### Teaching Plan for the Academic Year: 2022-23

Term dates: 1<sup>st</sup> Term –13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022

Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
<b>V 2022</b>	June	30	4	-	15	-		
	July	31	5	-	26	-	<b>1. Introduction to Company</b> <ul style="list-style-type: none"> <li>● Features, Types -As per Company's Act, 2013</li> <li>● Role of Company Secretary–Rights, Responsibilities, Liabilities of Company Secretary</li> </ul> Company Secretary as Governance professionals	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links for reference
	Aug	31	4	3+1* (Independence day)	23	-	Qualities, Qualifications, Appointment procedure, Resignation and Removal Career options of Company Secretary. <b>2. Company Secretary Services</b> Advisory Services – Role of Company Secretary as an advisor to Chairman, Secretary as an liaison	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links for reference

						<p>officer between the (a) Company and Stock Exchange (b) Company and Depository Participants (c) Company and Register of Companies (ROC).</p> <p>Role of Company Secretary in Start-ups</p> <p>Representation Services of the Company</p> <p>Secretary at different forums</p> <p>Company Law Board, Consumer Forum, SEBI, Arbitration &amp; conciliation services, Cyber Law Compliance</p>		
	Sept	30	4	4	21	-	<p>Sources of funding for starting up new business</p> <p>Project on preparation of Business Plan.</p> <p><b>3. Company Documentation and Formation</b></p> <p>Memorandum of Association (MOA) - Clauses, Alteration of MOA, Ultra Vires. Articles of Association (AOA) – Contents, Prospectus – Statement in Lieu of</p>	<p>Chalk and Talk</p> <p>PPT presentation</p> <p>Use of Whiteboard Case Studies Web/YouTube links for reference</p>

							Prospectus, Contents, Misleading Prospectus. Company Formation –Stages, Secretarial Duties at each stage in public company and private company. Conversion and Reconversion of Private and Public Company – Secretarial Procedure. <b>4. Secretarial Correspondence</b> Correspondence– Shareholders, Debenture Holders, Registrar of Companies, Stock Exchange & penalties thereon	
	Oct	31	5			13	Correspondence with SEBI, Company Law Board and penalties thereon, Role of technology in Secretarial Correspondence Specimens–Letter to shareholders - Rights Issue, Bonus Issue, Letter to ROC-Alteration of MOA/AOA, Letter to Stock Exchange –Listing of shares, Letters to Government-Reconversion/Conversion, Letter to Bank – Overdraft Facility	PPT presentation Case discussions Web/YouTube links for reference
<b>SUBTOTAL</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>	<b>13</b>		



**2<sup>nd</sup> Term – 7<sup>th</sup> November 2022 to 1st May 2023**

<b>VI 2022-2023</b>	Nov	30	4	1	21	<p>Management of Companies                  Directors–Types of Directors including Women Directors                  Directors Identification Number (DIN) -                  Qualification and Disqualification of Directors                  Appointment of Directors                  Removal of Directors                  Director ‘s managerial Remuneration                  Powers of Directors                  Duties and Liabilities of Directors</p>	<p>Chalk and Talk                  PPT presentation                  Use of Whiteboard                  Case Studies                  Web/YouTube links for reference                  Industrial Visit</p>
	Dec	31	4	6	21	<p><b>2 Company Meetings</b>                  Companies Act 2013 - Kinds of Company Meetings                  Proxy –Quorum – Chairman —                  Notice – Agenda                  Minutes – Meetings through Video Conferencing                  Resolution by circulation                  Postal Ballot                  Electronic Voting.  <b>3 Dematerialisation and Online Trading</b>                  Dematerialisation – Need and Importance,</p>	<p>Chalk and Talk                  PPT presentation                  Use of Whiteboard Case Studies                  Web/YouTube links for reference</p>

							Secretarial Duties, Procedures, Participants.	
	Jan	31	5	1* (Republic day)	25	-	<p>Online Trading – Concept, Benefits &amp; Issues.</p> <p>Listing of securities – Procedure, Advantages, Secretarial Duties, Scrips – Types.</p> <p><b>4 Reports and Winding Up</b></p> <p>Company Reports – Types, Secretarial Duties with regard to payment of Dividend, Interest, Charges &amp; penalties.</p> <p>Winding up of a Company – Procedure &amp; Statutory Provisions,</p> <p>Secretarial Role in winding up.</p>	<p>Chalk and Talk</p> <p>PPT presentation</p> <p>Use of Whiteboard</p> <p>Case Studies</p> <p>Web/YouTube links for reference</p>
	Feb	28	4	-	24	-	<p>Specimen –Notice &amp; Agenda of Annual General Meeting, Notice&amp; Agenda of Board</p> <p>Meeting prior to Annual General Meeting, Resolution for appointment of Company Secretary, Special Resolution for alteration of Memorandum of Association, Minutes of</p>	<p>Chalk and Talk</p> <p>PPT presentation</p> <p>Use of White board</p> <p>Case Studies</p> <p>Web/YouTube links</p>

							Board Meeting prior to Annual General Meeting, Minutes of Annual General Meeting.	
	Mar	31	4	2	10	15	Revision lectures	Chalk and Talk PPT presentation Use of Whiteboard Case Studies Web/YouTube links
	April	30	4	4	-	22		
	May	31	5	1*	1*	-		
<b>SUBTOTAL</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

**Key reference Books/Magazines/Reference Material:**

1. Kew John, Business Environment: Managing in a Strategic Context, Jaico Publications 2006
2. Hanke John K, Business Forecasting, Prentice Hall India, 2002
3. Paul Justin, Business Environment, Tata McGraw Hill, 2008
4. Butter David, Business Planning: A Guide to Business Start-up, Butterwort Heinemann, 2003
5. Piramal Gita, Business Legends, Penguin Books, 1998
6. Hitt Michael A, Strategic Management, Cengage Learning ,2016
7. Zeithaml, Valarie A, Services Marketing, McGraw Hill Education,2011
8. Gupta S L, Retailing and E- tailing, International Book House, New Delhi, 2011
9. Raghuram G, Logistics &Supply Chain Management: Cases and Concepts, Macmillan Business Books,
10. Joseph P T, E-Commerce an Indian Perspective, Prentice Hall India, 2015
11. "Entrepreneurship: Theory, Process, and Practice" by Donald F. Kuratko
12. "Business Ethics: Concepts and Cases" by Manuel G. Velasquez

**R. A. Podar College of Commerce & Economics (Autonomous)**  
**Department of Accountancy**  
**Teaching, Learning and Evaluation Plan**  
**2022-23**

**Teaching Plan for the Academic year 2022-23**

**Department of Accountancy**

**Program- B. com**

**Course- FAA VII & VIII**

**Semester : V-VI**

**TEACHING OBJECTIVES:**

To enlighten the students about-

- 1) The relevant provisions of the Companies Act, 2013 related to preparation of final accounts
- 2) The concept of internal reconstruction, its legal aspects and accounting procedure.
- 3) The concept of buyback of shares, conditions of buyback and the accounting treatment thereof
- 4) Investments in fixed and variable income earning securities and its accounting treatment
- 5) Ethics and disclosure requirement with respect to companies' final accounts
- 6) The concepts of amalgamations in the nature of mergers and acquisitions and its accounting as per AS-14
- 7) The meaning of foreign currency transactions, need for conversion of foreign currency transactions in the reporting currency, recognition of exchange fluctuation and its accounting
- 8) The meaning and significance of winding up of companies, its types and its accounting treatment
- 9) Concept of underwriting of shares, types of underwriting, related provisions of the Companies Act, 2013, determining the liability of underwriters and its accounting treatment.
- 10) The meaning, significance and methods of valuation of shares of the company

Semester	Month	No. of day	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
----------	-------	------------	---------	-------------------	---------------	-----------	---------------------	-----------	----------------	-----------------------------

		<b>s</b>								
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	TYBCOM: FAA VII 1. Preparation of Final Accounts of Companies 2. Internal Reconstruction	PPT, Case Study, MS Word, MS Excel
	July	31	05	-	26	-	26	-	TYBCOM: FAA VII 1. Preparation of Final Accounts of Companies 2. Internal Reconstruction	PPT, Case Study, MS Word, MS Excel
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	TYBCOM: FAA VII 1. Buyback of Shares 2. Investment Accounting	PPT, Case Study, MS Word, MS Excel
	Sept	30	04	04	21	-	21	03	TYBCOM: FAA VII 1. Buyback of Shares 2. Investment Accounting 3. Ethics, Principles and Conventions	PPT, Case Study, MS Word, MS Excel
	Oct	31	05	01	05	13	18	06	TYBCOM: FAA VII 1. Ethics, Principles and	PPT, Case Study, MS Word, MS

									Conventions 2. Revision	Excel
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	-
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	TYBCOM: FAA VIII 1. AS – 14 - Amalgamation, Absorption & External Reconstruction. 2. Accounting of Transactions of Foreign Currency	PPT, Case Study, MS Word, MS Excel
	Dec	31	04	01	21	-	21	05	TYBCOM: FAA VIII 1. AS – 14 - Amalgamation, Absorption & External Reconstruction. 2. Accounting of Transactions of Foreign Currency	PPT, Case Study, MS Word, MS Excel
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	TYBCOM: FAA VIII 1. Liquidation of Companies 2. Underwriting of Shares & Debentures	PPT, Case Study, MS Word, MS Excel
	Feb	28	04	-	24	-	24	-	TYBCOM: FAA VIII 1. Liquidation of	PPT, Case Study, MS

									Companies 2. Underwriting of Shares & Debentures	Word, MS Excel
	Mar	31	04	02	10	15	25	-	TYBCOM: FAA VIII 1. Valuation of shares 2. Revision	PPT, Case Study, MS Word, MS Excel
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

### EXPECTED LEARNING OUTCOMES-

Students are in a position to maintain the books of accounts of a Company. Learners are able to determine the nature and need of internal reconstruction. They are also able to construct the balance sheet after internal reconstruction. Learners are able to understand the meaning of buyback of securities and accounting treatment thereof. They are also acquainted with the provisions of Companies Act 2013 regarding buyback of shares. Learners are able to understand accounting for personal investments in the light of applicable accounting standard as also effects of cum interest/dividend and ex interest/dividend prices on profits/loss and income. Students got acknowledged with the ethics that are to be followed by an accountant while performing his job.

Students are be able to understand the term Amalgamation and the methods of accounting for amalgamation, calculate purchase consideration and accounting in the books of purchasing company and vendor company. Learners are able to know accounting of foreign exchange transactions in the light of applicable accounting standard. They also understood Gain/loss that may arise on said transactions and difference between monetary and nonmonetary items and conversion at the year end. Learners are aware regarding the concepts of underwriting, underwriting commission, types of underwriting, marked, un-marked and firm-underwriting applications. Learners are able to understand the duties and power of liquidator, determine the order of priority of payment of the company's debt in liquidation and prepare accounting records necessary for liquidation of a company.

### LIST OF ANY THREE REFERENCE BOOKS/MAGAZINE/REFERENCE MATERIAL:

Reference Books-

Ashish K. Bhattacharyya – “Financial Accounting for Business Managers”, Prentice Hall of India Pvt. Ltd.

Shashi K. Gupta – “Contemporary Issues in Accounting”, Kalyani Publishers.

R. Narayanaswamy – “Financial Accounting”, Prentice Hall of India, New Delhi



**R. A. Podar College of Commerce & Economics (Autonomous)**  
**Department of Accountancy**  
**Teaching, Learning and Evaluation Plan**  
**2022-23**

**Teaching Plan for the Academic year 2022-23**  
**Department of Accountancy**

**Program- B. com**

**Course- FAA IX & X**

**TEACHING OBJECTIVES:**

To enlighten the students about-

- 1) The concept of cost accounting and its related terms
- 2) The estimation of material cost, various levels of stock and controlling of material cost
- 3) The estimation of labour cost, remuneration plans and controlling of labour cost
- 4) The estimation of overhead cost, ascertainment, allocation, segregation, and absorption of overheads
- 5) The preparation of cost sheet and statement of reconciliation of profits/losses between Cost Records and Financial Records.
- 6) Integrated and non-integrated system of cost accounting, relationships between cost and financial accounting, preparation of various cost ledger accounts
- 7) Meaning of contract, different terms used in contract costing and preparation of Contract Accounts in the books of Contractor
- 8) Process accounting technique, ascertainment of unit cost of different processes, allocation of materials, labour and factory overhead costs to different process cost centers
- 9) Estimation of cost for various level of production, to ascertain the desirable volume of production, the profit at various level of production, and the differences between sales, revenue and variable cost
- 10) Variances, Identification of material and labour variances, Use of variances to control cost
- 11) The Concepts of target costing, life cycle costing, benchmarking, ABC Costing, Various phases of Product life Cycle.

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	TYBCOM: FAA IX 1. Introduction to Cost Accounting 2. Material Cost	PPT, Case Study, MS Word, MS Excel
	July	31	05	-	26	-	26	-	TYBCOM: FAA IX 1. Introduction to Cost Accounting 2. Material Cost	PPT, Case Study, MS Word, MS Excel
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	TYBCOM: FAA IX 1. Labor Cost 2. Overheads	PPT, Case Study, MS Word, MS Excel
	Sept	30	04	04	21	-	21	03	TYBCOM: FAA IX 1. Overheads 2. Classification of Cost Cost Sheet Reconciliation of Cost and Financial Account	PPT, Case Study, MS Word, MS Excel
	Oct	31	05	01	05	13	18	06	TYBCOM: FAA IX 1. Classification of Cost Cost Sheet Reconciliation of Cost and	PPT, Case Study, MS Word, MS Excel

									Financial Account 2. Revision	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	-
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	TYBCOM: FAA X 1. Cost Control Accounts 2. Contract Costing	PPT, Case Study, MS Word, MS Excel
	Dec	31	04	01	21	-	21	05	TYBCOM: FAA X 1. Cost Control Accounts 2. Contract Costing	PPT, Case Study, MS Word, MS Excel
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	TYBCOM: FAA X 1. Process Costing 2. Introduction to Marginal Costing	PPT, Case Study, MS Word, MS Excel
	Feb	28	04	-	24	-	24	-	TYBCOM: FAA X 1. Introduction to Standard Costing	PPT, Case Study, MS Word, MS Excel
	Mar	31	04	02	10	15	25	-	TYBCOM: FAA X 1. Some Emerging concepts of Cost Accounting 2. Revision	PPT, Case Study, MS Word, MS Excel
	April	30	04	04	-	22	22	-		

	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

### **EXPECTED LEARNING OUTCOMES-**

Students will be in a position to identify cost, classification of cost, various techniques used to control the cost of an organization.

Students are able to understand the meaning cost, costing and Cost Accounting, Advantages and Disadvantages of Cost accounting. Students are able to acquaint with the procedure of storekeeping, documentation of material receipt and issue, how to use a technique for setting stock levels, calculation of Economic Order Quantity, Methods of valuation of inventory and importance of ABC analysis for classification of the various materials. Students are able to understand attendance and payroll system, Methods of Labour Turnover, remuneration and bonus methods, also be able to calculate labour cost. Students are able to understand cost unit, cost centre and calculation of various costs. They are able to prepare a cost sheet to find out cost and net profit/net loss of a particular product.

Students are able to acquaint how to record cost information by using double-entry book keeping system. They are able to prepare the various ledger accounts relating to cost records. Students are able to understand cost accounting methods maintained by real estate developers/builders and other businesses working on contract. They are able to calculate the cost and profit of each contract. Students are able to calculate Adverse and Favourable variances relating to material and labour. Students are able to acquaint the technique of marginal costing and its advantages and disadvantage and also application of marginal cost equations. Students are able to understand the concepts of normal, abnormal loss/gain and its calculation. They are able to know the calculation of cost per process. Students are able to know how to apply emerging cost concepts in cost reduction, planning and management at the initial stage of production.

**LIST OF ANY THREE REFERENCE BOOKS/MAGAZINE/REFERENCE MATERIAL:**

**Reference Books-**

- 1) Cost Accounting- A managerial emphasis by Horngren, Charles, Foster and Datar, Prentice Hall
- 2) Management Accounting by Khan and Jain, Tata McGraw Hill
- 3) Practical Costing by P C Tulsian, Vikas New Delhi



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course  
Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name: Dr. Ms. Vinita Pimpale, Ms. Karishma Khadiwala, Mr. Sanjay Dhage & Com X**

**Program: B.Com**

**Course: Commerce-V& VI**

**Semester: V&VI (T.Y.B. Com)**

**Division: A-G**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

Semester V

1. To familiarize the learners with the marketing.
2. To make learners understand Marketing decisions, key marketing Dimensions

Semester VI

1. To familiarize the learners with the concept of Human Resource Management
2. To make them understand Human resource development, Human relations and Trends in Human resource management

### Teaching Plan for the Academic Year: 2022-23

Term dates: 1<sup>st</sup> Term –13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022

Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
<b>V 2022</b>	June	30	4	-	15	-	Marketing, Concept, Features, Importance, Functions, Evolution, Strategic v/s Traditional Marketing Marketing Research – Concept, Features, Process Marketing Information System- Concept, Components Data Mining- Concept, Importance	MS-teams platform, Google Classroom PPT presentation Us of Whiteboard case discussions Web/YouTube links for reference
	July	31	5	-	26	-	Consumer Behaviour- Concept, Factors influencing Consumer Behaviour Market Segmentation-Concept, Benefits, Bases of market segmentation Customer Relationship Management- Concept, Techniques Market Targeting- Concept, Five patterns of Target market Selection Marketing Mix- Concept, 4 Ps of marketing (Product, Price, Place,	Google Classroom PPT presentation case discussions Web/YouTube links for reference Chanakya Niti E- Book, Audio Book link

							Promotion) and Recent Perspectives on 4Ps – (People, Place, Perseverance, Process, Physical Evidence) Product- Product Decision Areas Product Life Cycle- Concept, Managing stages of PLC Branding- Concept - Components Brand Equity- Concept, Factors Influencing	
	Aug	31	4	3+1* (Independence day)	23	-	Brand Equity Packaging- Concept, Essentials of a good package Product Positioning- Concept, Strategies of Product Positioning, Service Positioning- Importance & Challenges Pricing- Concept, Objectives, Factors influencing Pricing, Pricing Strategies Physical Distribution- Concept, Factors influencing	Google Classroom PPT presentation Us of Whiteboard case discussions Web/YouTube links for reference



							Physical Distribution, Marketing Channels (Traditional & Contemporary Channels) Supply Chain Management-Concept, Components of SCM Promotion- Concept, Importance, Elements of Promotion mix Integrated Marketing Communication (IMC)- Concept, Scope, Importance Sales Management-Concept, Components, Emerging trends in Selling Personal selling-Concept, Components, Process of Personal Selling, Skills sets required for Effective selling	
	Sept	30	4	4	21	-	Marketing Ethics: Concept, Unethical practices in marketing, General role of Consumer Organizations Competitive Strategies for Market Leader, Market	Google Classroom PPT presentation Us of Whiteboard case discussions Web/YouTube links for reference

							<p>Challenger, Market Follower and Market Nicher Marketing Ethics: Rural Marketing- Concept, Strategies for Effective Rural Marketing in different Industries Digital Marketing- Concept, Trends in Digital Marketing Green Marketing- concept, Importance Neuro Marketing- Concept Sensory Marketing –Concept Challenges faced by Marketing Managers in 21stCentury Factors contributing to The success of brands in India with suitable examples, Reasons for failure of brands in India with suitable examples</p>	
	Oct	31	5	1	5	13	<p>Careers in Marketing Skill sets required for effective marketing</p>	<p>MS-teams platform, Google Classroom PPT presentation Use of Whiteboard case discussions</p>

							Revision	Web/YouTube links for reference
<b>SUBTOTAL</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>	<b>13</b>		
<b>2<sup>nd</sup> Term – 7<sup>th</sup> November 2022 to 1st May 2023</b>								
<b>VI 2022-2023</b>	Nov	30	4				Human Resource Management – Concept, Functions, Importance, Traditional v/s Strategic Human Resource Management Human Resource Planning- Concept Steps in Human Resource Planning Job Analysis- Cncept, Components, Job design- Concept, Techniques Recruitment- Concept, Sources of Recruitment. Selection - Concept, Process, Techniques of E-selection Human Resource Development- Concept, functions Training- Concept, Process of identifying training and development	MS-teams platform, Google Classroom PPT presentation Web presentation. case discussions Web/YouTube links for reference
				1	21			

							needs, Methods of Training & Development (Apprenticeship, Understudy, Job Rotation, Vestibule Training, Case Study, Role Playing, Sensitivity training, In Basket Management Games)	
	Dec	31	4		6	21	<p>Career Planning- Concept, Importance, Succession Planning- Concept, Need</p> <p>Mentoring- Concept, Importance</p> <p>Counseling- Concept, Techniques.</p> <p>Human Relations - Concept, Significance</p> <p>Leadership –Concept, Transactional &amp; Transformational</p> <p>Leadership Motivation- Concept, Theories of Motivation, (Maslow’s Need Hierarchy Theory, Vroom’s Expectancy Theory, McGregor’s Theory X and Theory Y, Pink’s Theory of Motivation)</p> <p>Employees Morale- Concept, Factors affecting Morale, Measurement of Employees Morale</p>	<p>Google Classroom PPT presentation Web presentation. case discussions Web/YouTube links for reference</p>

							Emotional Quotient and Spiritual Quotient- Concept, Factors affecting EQ & SQ	
	Jan	31	5	1* (Republic day)	25	-	Employee Grievance- Causes, Procedure for Grievance Redressal Employee welfare measures and Health & Safety Measures. HR is changing environment: Competencies- concept, classification	Google Classroom PPT presentation Web presentation. case discussions Web/YouTube links for reference
	Feb	28	4		24	-	Learning organizations- Concept, Creating an innovative organization, Innovation culture- Concept, Need, Managerial role. Trends in Human Resource Management: Employee Engagement- Concept, Types Human resource Information System (HRIS) – Concept, Importance, Changing patterns of employment. Challenges in Human Resource Management:	Google Classroom PPT presentation Web presentation. case discussions Web/YouTube links for reference

							Employee Empowerment, Workforce Diversity, Attrition, Retrenchment	
	Mar	31	4	2	10	15	Downsizing, Employee Absenteeism, Work-life Balance, Sexual Harassment at the workplace, Domestic and International HR Practices, Millennial (Gen Y) Competency Mapping  Revision	Google Classroom PPT presentation Web presentation. case discussions Web/YouTube links for reference
	April	30	4	4	-	22		
	May	31	5	1*	1*	-		
<b>SUBTOTAL</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

**List of Reference Material:**

<https://slideplayer.com/slide/10661280/>

<https://blog.hubspot.com/marketing/public-relations-examples>

<https://www.yourarticlelibrary.com/marketing/marketing-introduction-evolution-approaches-and-objectives/50789>

<http://morethanbranding.com/2012/04/30/the-evolution-of-marketing/>

<https://www.getsmarter.com/blog/market-trends/the-evolution-of-marketing-from-trade-to-technology>  
<http://www.whatishumanresource.com/counseling> [https://hr-guide.com/Training/Determining\\_Training\\_Needs.htm](https://hr-guide.com/Training/Determining_Training_Needs.htm)  
<https://corehr.wordpress.com/2013/05/15/training-and-development-methods>  
<https://www.mbaskool.com/business-concepts/human-resources-hr-terms/2580-employee-grievance.html#:~:text=Employee%20grievance%20refers%20to%20the,%2C%20adequate%20compensation%2C%20respect%20etc.> <https://www.yourarticlelibrary.com/human-resources/grievance-handling-definition-features-causes-and-effects/32387>



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course  
Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name: : Dr.TEJASHREE PATANKAR & Karishma Khadiwala**

**Program:** B.Com

**Course:** **Business Management (MOD) -III& IV**

**Semester:** V & VI (T.Y.B. Com)

**Division:** E

**No. of lectures (per week):** 4

### **COURSE OBJECTIVES:**

1. To familiarize students with basic concepts and their interrelationships in management
2. To enable students to know the nature of management and the evolution of management thought and the need for acquiring management skills.
3. To help students get insights into the management functions of planning, organizing and Staffing.
4. To understand the effect of the Indian worldview on your effectiveness as a manager.



### Teaching Plan for the Academic Year: 2022-23

Term dates: 1<sup>st</sup> Term –13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022

Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
<b>V 2022</b>	June	30	4	-	15	-	<b>Module-I Introduction to Management –</b> Definition and Characteristics and Principles • Functions of Management in a typical business organization — Levels of management and managerial competencies. • Development of Management Thought – Scientific Approach Administrative School, Behaviour School, Systems Approach and Contingency Approach. Evolution of Indian Management thoughts and their relevance in the current era. • Profile of Indian thinkers and their influence on Indian managers.	Chalk and talk, PPT , Casestudy ,Role Play  Case studies, you tube videos, debates & group discussions Profiles of Indian Thinkers/Entrepreneurs/ Pioneers
	July	31	5	-	26	-	<b>Module-II Planning</b> Planning, forecasting, decision making and problem solving • Nature, characteristics, merits and limitations of planning. • Classification and components of plans • Essentials of a	Chalk and talk, PPT , Casestudy ,Role Play

							<p>good plan and planning process •  Management by objectives (MBO) –  Management by Exception  Active Management by exception versus  Passive Management by  exception-Importance and relevance</p>	<p>Case studies,  research surveys  and review of  business articles</p>
	Aug	31	4	3+1* (Independence day)	23	-	<p><b>Module-III Organizing as a Managerial Function</b>  Definition and Process of organizing</p> <ul style="list-style-type: none"> <li>• Organization</li> <li>• Departmentalization - concepts and types of Departmentalization appropriate for different business organization</li> <li>• Formal organizations – Functional, SBU, Matrix, Committees</li> <li>• Informal organizations– Relevance and Importance</li> <li>• Authority, responsibility, accountability and span of control - Graicunas Theory – Wide/Narrow Span Suitability -Tall/Flat Organizations</li> <li>• Organizational hierarchy – charts</li> </ul> <p>Delegation of authority and decentralization • Emergence of</p>	<p>Chalk and talk, PPT , Casestudy ,Role Play</p> <p>Case studies, you tube videos, debates &amp; group discussions  Profiles of Indian Thinkers/Entrepreneurs/ Pioneers</p>

							virtual organization – merits and limitations	
	Sept	30	4			-	<b>Module-IV Staffing</b> Importance of human resource in organizations • Estimation of human resource requirements • Human Asset Accounting • Employee Value Proposition • Job Analysis • Recruitment and selection • Training and Development • Performance Appraisal • Stress Management Skills & techniques • Managerial Effectiveness- In Government and in the Private Sector.  REVISION LECTURES	Chalk and talk, PPT , Casestudy ,Role Play  . Case studies of companies that are successful/failures in India and globally
	Oct	31	5	4	21	13		
<b>SUBTOTAL</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>	<b>13</b>		
<b>2<sup>nd</sup> Term – 7<sup>th</sup> November 2022 to 1st May 2023</b>								
<b>VI 2022-2023</b>	Nov	30	4	1	21		<b>Module-1 Directing and Leading</b> Directing – Concept- nature- importance- principles	Chalk and talk, PPT , Case-study ,Role Play

						<ul style="list-style-type: none"> <li>• Effective Communication for directing &amp; leading-Barriers to communication in organisations. Ethical Issues in using social media for communication</li> <li>• Role of a leader in business organisations – Qualities of a good leader</li> <li>• Styles of leadership</li> <li>• Developing an effective leader: Tannenbaum-Schmidt Leadership Continuum– Robert House’s Path Goal Theory</li> <li>• Transactional and Transformational leaders • Personality Trait or Leadership Trait</li> <li>• Leadership and Morals - Managing with Power, Responsibility – Ethical Aspects of Effective Leadership</li> </ul>	Lagan movie ppt
	Dec	31	4	6	21	<p>Module-2 Co-ordination &amp; Motivation Co-ordination as the essence of management</p> <ul style="list-style-type: none"> <li>• Co-ordination vs Co-operation vs Conciliation</li> <li>• Team Building Approach– MeaningChallenges</li> <li>• Motivation – Meaning and Importance</li> </ul>	1. Chalk and talk, PPT , Case-study ,Role Play

							Financial and Non-Financial Motivators	
	Jan	31	5	1* (Republic day)		-	<b>Module-3 Controlling and Information Management</b> Definition and Steps in Controlling Strategic and Operational Controlling Techniques Requirements of an effective control system Flow of information in a typical organization <hr/> • Designing and developing modern MIS-ER	1. Chalk and talk, PPT , Case-study ,Role Play
					25			

	Feb	28	4			-	<b>Module-4 Contemporary Issues in Management</b> Challenges in organizational growth and development – management perspective Change Management Importance of Time Management and tools for effective time management Addressing diversity due to human resource mobility Conflict management - Negotiation Skills	1. Chalk and talk, PPT , Case-study ,Role Play
	Mar	31	4	2	10	15	REVISION LECTURES	
	April	30	4	4	-	22		
	May	31	5	1*	1*	-		
<b>SUBTOTAL</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

### LEARNING OUTCOME

1. To develop the communication skills of students as potential managers
2. To identify leadership qualities that transform managers into CEOs
3. To become aware of contemporary issues related to management & its environment

### BOOKS RECOMMENDED:

1. Essentials of Management by Koontz and Weihrich / McGraw Hill
2. Principles of Management by Koontz and O. Donnel / Tata McGraw Hill, New Delhi 3. Principles of Management: Theory and practices by Sarangi S.K. VMP Publishers and Distributors.
4. Guide to Management Ideas by Tim Hindle, The Economist
5. Principles of Management by Terry G. R. AITBS
6. Business Organization and Principles of Management by Dutta Choudhury, Central Education.
7. Principles of Management, Daver Rustoms, Crown.
8. Principles of Management, Tripathi P.C. Tata McGraw Hill, New York.
9. Management Theory and Practice by Dale, Ernest / McGraw Hill, New York
10. Practice pf Management by Peter Drucker / Allied Publisher , New Delhi
11. Management by Ricky W Griffin / Houghton Mifflin Company
12. Management by Gary Dessler / Prentice Hall
13. Management by Stephen Robbins, Mary Coulter / Prentice Hall
14. Management by James Stoner, Edward Freeman / Prentice Hall
15. Time Management by Roberta Roesch, Tata Mc Graw Hill
16. Time Management by Marc MANCINI , Tata Mc Graw Hill
17. 7 Habits of Highly Effective people by Stephen Covey
18. 8<sup>th</sup> Habit by Stephen Covey
19. The Difficulty of Being Good by Gurcharan Das



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Commerce and Business Management**  
**Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name: C A Rutuja Patil**

Program: B. Com

Course: Business Management (Financial Management) V & VI

Semester: V & VI (T.Y.B. Com)

No. of lectures (per week): 4

### **COURSE OBJECTIVES:**

#### **Semester V**

1. To make the learners aware about conceptual and practical knowledge of Financial Management.
2. To familiarize the learners with various techniques and methods of Financial Management.
3. To enable learners to understand, analyze and Interpret Financial Statements.
4. To enable learners to understand calculation and application of accounting ratios.

#### **Semester VI**

1. To acquaint the learners with the concepts of Capital Budgeting - Meaning and Importance
2. To enable the learners, solve capital budgeting-based Decision-making problems with help of practical sums.
3. The learner is expected to differentiate between different types of Costs and prepare Cost sheets
4. To acquaint the learners with working capital- its meaning, importance, Estimation and Management.

### **LEARNING OUTCOMES:**

Students were able to understand the concept of Capital Budgeting and solve practical problems using various evaluation Techniques.

Learners were able to have an understanding of working capital and Receivable management.

Students could differentiate between different types of Costs and prepare Cost sheets.

They could solve application-based problems on Break even analysis and marginal Costing.



### Teaching Plan for the Academic Year: 2022-23

Term dates: 1 <sup>st</sup> Term – 13 <sup>th</sup> June 2022 to 22 <sup>nd</sup> October 2022								
Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/Tools
	June	30	4	-	15	-	Basics of Financial management, Balance Sheet, Profit and loss Accounts	Practical sum solving, Case Studies
2022	July	31	5	-	26	-	<ul style="list-style-type: none"> <li>• Introduction to Financial Management</li> <li>• Study of Financial Statements</li> </ul>	Practical sum solving, Case Studies
	Aug	31	4	3+1* (Independence day)	23	-	Ratio Analysis	Practical sum solving, Case Studies
	Sept	30	4	4	21	-	<ul style="list-style-type: none"> <li>• Sources of Finance</li> <li>• Cash Flow Analysis</li> </ul>	Practical sum solving, Case Studies
	Oct	31	5	1	5	13	REVISION LECTURES	Practical sum solving, Case Studies
<b>SUBTOTAL</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>	<b>13</b>		

**2<sup>nd</sup> Term – 7<sup>th</sup> November 2022 to 1st May 2023**

VI 2022- 2023	Nov	30	4	1	21		Capital Budgeting and Evaluation techniques	Practical sum solving, Case Studies
	Dec	31	4	6	21		Working Capital Management	Practical sum solving, Case Studies
	Jan	31	5	1* (Republic day)	25	-	Cash Management and Marketable Securities	Practical sum solving, Case Studies
	Feb	28	4	-	24	-	<ul style="list-style-type: none"> <li>Receivable Management</li> <li>Basic Principles of Cost Accounting</li> </ul>	Practical sum solving, Case Studies
	Mar	31	4	2	10	15	• REVISION LECTURES	Practical sum solving, Case Studies
	April	30	4	4	-	22		
	May	31	5	1*	1*	-		
<b>SUBTOTAL</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

**BOOKS RECOMMENDED :**

**Sheth Publishers Financial management (Business Management)**



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course**

**Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name:** Sudarshana Saikia, Akshay Shingare, Eco-X, Eco-Y, Eco-Z

**Program:** B.Com

**Course:** Business Economics-V & VI

**Semester:** V & VI (T.Y.B. Com) **Division:** A-F

**No. of lectures (per week):** 3

### **COURSE OUTCOMES:**

#### **Semester-V**

**CO-1:** The learner shall be able to grasp the importance of planning undertaken by the government of India, failures and achievements as the foundation of the ongoing planning and economic reforms taken by the government.

**CO-2:** The learner shall be able to understand the role of agriculture and the problems associated with the sector and analyze the growth of the secondary sector.

**CO-3:** The learner shall be able to gain a wider perspective of the structure, growth and reforms in the service sector, financial markets and foreign trade of India.

**CO-4:** The learner shall be able to develop comprehensive knowledge of contemporary issues of India and critically analyze issues that figure in the Economic Survey.

#### **Semester-VI**

**CO-1:** The learners will be able to interpret the international trade theories and analyse the effect of international trade on welfare and income distribution.

**CO-2:** The learner would be able to evaluate for and against free trade and have an insight on the importance of various international trade blocs.

**CO-3:** The learner would be able to explain the ways to correct Balance of Payments disequilibrium and the determination of exchange rates.

**CO-4:** The learner shall be able to develop comprehensive knowledge of contemporary issues of world trade and analyse issues that feature in the World Development Report.

**Teaching Plan for the Academic Year: 2022-23**

Term dates: 1 <sup>st</sup> Term –13 <sup>th</sup> June 2022 to 22 <sup>nd</sup> October 2022								
Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
<b>V 2022</b>	June	30	4	-	15	-	The evolution of economic planning in India; New Economic Policy-1991	1. Chalk and Talk 2. Discussion- Newspaper articles
	July	31	5	-	26	-	Policies to enhance Social Infrastructure with special reference to Education and health; Current Policies	1. Chalk and Talk 2. Economic Survey discussion 3. Assignment
	Aug	31	4	3+1* (Independence day)	23	-	Indian agriculture- Agricultural reforms; Agricultural pricing and Finance; Industry; Micro, Small and Medium Enterprises [MSME sector] since 2007	1. Chalk and Talk 2. Economic Survey discussion
	Sept	30	4	4	21	-	Service Sector; Banking Industry; Money Market; Foreign Trade	1. Chalk and Talk 2. Newspaper articles
	Oct	31	5	1	5	13	Revision	1. Chalk and Talk 2. Newspaper articles
<b>SUBTOTAL</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>	<b>13</b>		
2 <sup>nd</sup> Term – 7 <sup>th</sup> November 2022 to 1st May 2023								
<b>VI 2022-2023</b>	Nov	30	4	1	21		Introduction- Nature and scope of International Economics; Basic concepts: - Community Indifference Curve, offer curve	1. Chalk and Talk 2. Economic Survey discussion
	Dec	31	4	6	21		Theories of International Trade; Understanding gains from International trade using Offer Curves; Trade Policy	1. Chalk and Talk 2. Case Study discussion 3. Assignment
	Jan	31	5	1* (Republic day)	25	-	Tariff And Non-Tariff Barriers; Regionalism vs Multilateralism; WTO-	1. Chalk and Talk 2. World Development Report discussion

							Recent Developments in TRIPS, TRIMS and GATS	
	Feb	28	4	-	24	-	Balance of Payment; Types of BOP Disequilibrium; Foreign Exchange Market; Role of Central Bank in foreign exchange rate management	1. Chalk and Talk 2. Newspaper articles
	Mar	31	4	2	10	15	Revision	
	April	30	4	4	-	22		
	May	31	5	1*	1*	-		
<b>SUBTOTAL</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

**Key reference Books/Magazines/Reference Material:**

1. Indian Economic Survey Reports (Annual), Ministry of Finance, Government of India
2. Indian Economy by Misra and Puri, Himalaya Publishing House - Delhi
3. Gaurav Dutt & Ashwini Mahajan, (2016) Indian Economy, S.Chand & Company PVT LTD New Delhi
4. A.N.Agarwal – Indian Economy problems of Development and Planning New Age International Publisher
5. RuddarDatt K.P.M Sundharam – Indian Economy S. Chand Eco LTD. Delhi
6. Kindleberger, C.P. (1973) International Economics, Homewood
7. Krugman, P.R. and M. Obstgold (1994), International Economics: Theory and Policy, Glenview, Foreman
8. Dwivedi D N (2013) International Economics: Theory and Policy, Vikas publishing House New Delhi
9. M.L. Jhingan – International Economics – Vrinda publication Pvt. Ltd – Delhi
10. Dominick Salvatore – International Economics – John Wiley & sons, Inc Singapore

## TEACHING LEARNING PLAN 2022-23

	Month	No. of Days (in months)	No. of Sundays	No. of Holidays	No. of Teaching Days	Teaching Pedagogy	Course Outcomes	Topics Covered	No. of Working Days	Vacations	Remarks
I 2022 - 23	June	30	4	-	15			Sem V Topics- E-content developme nt	15	12	
	July	31	5	-	26	Use of audio-visual tools  Inquiry based learning  Brainstorming sessions by forming small groups  Sharing of content and sample questions  Chalk and talk  Use of flipped class	1. Develop the understanding of the importance of interpersonal skills  2. Determine the role and functions of a manager	Unit 1 completed with revision. Unit 2 started	26	-	



						Reflective thinking					
	Aug	31	4	3+1* (Independence day)	23	<p>Use of audio-visual tools</p> <p>Inquiry based learning</p> <p>Brainstorming sessions by forming small groups</p> <p>Sharing of content and sample questions</p> <p>Chalk and talk</p> <p>Use of flipped class</p> <p>Reflective thinking</p>	1. Identify and evaluate dimensions of personality.	Unit 2 completed with revision and doubt clearing session Unit 3 started	23+1* (Independence day)	-	Ganpati Vacation- 31st August to 4th Sept 2022
	Sept	30	4	4	21	Use of audio-visual tools	1. Create an understanding and familiarity with the	Unit 3 completed with revision.	21	3	

						<p>Inquiry based learning</p> <p>Brainstorming sessions by forming small groups</p> <p>Sharing of content and sample questions</p> <p>Chalk and talk</p> <p>Use of flipped class</p> <p>Reflective thinking</p>	<p>concepts of motivation</p> <p>2. Understand and apprehend the application of motivation in industry</p>	<p>Unit 4 started</p>			
Oct	31	5	1	5	<p>Use of audio-visual tools</p> <p>Inquiry based learning</p> <p>Brainstorming sessions by forming small groups</p>	<p>1.Understand the evolving role of the leader</p> <p>2. Identify the trends and determine the scope of a mentor</p>	<p>Unit 4 completed. Revision taken and doubt clearing session for all the topics</p>	18	6	<p>Diwali Vacation- 23<sup>rd</sup> October 2022 to 5<sup>th</sup> November 2022</p>	

						Sharing of content and sample questions					
						Chalk and talk					
						Use of flipped class					
						Reflective thinking					
SUBTOTAL		153	22	8+1*	90				103+1*	21	
TERM END											
II 2022 - 2023	Nov	30	4	1	21				21	6	Diwali Vacation- 23 <sup>rd</sup> October 2022 to 5 <sup>th</sup> November 2022
	Dec	31	4	1	21	Use of audio-visual tools	1. Develop and understand the concept of group.	Unit 1 completed with revision.	21	5	Winter Break- 25 <sup>th</sup> December 2022 to 31 <sup>st</sup> December 2022
						Inquiry based learning	2. Analyse the functions of				

						<p>Brainstorming sessions by forming small groups</p> <p>Sharing of content and sample questions</p> <p>Chalk and talk</p> <p>Use of flipped class</p> <p>Reflective thinking</p>	group and team formation	Unit 2 started			
Jan	31	5	1* (Republic day)	25	<p>Use of audio-visual tools</p> <p>Inquiry based learning</p> <p>Brainstorming sessions by forming small groups</p> <p>Sharing of content and sample questions</p>	<p>1. Empathise learners regarding the concepts of sexual harassment, power and conflicts.</p> <p>2. Develop an attitude to manage the conflicts.</p>	Unit 2 completed with revision and doubt clearing session Unit 3 started	24+1*	-		

						Chalk and talk Use of flipped class Reflective thinking					
	Feb	28	4		24	Use of audio-visual tools Inquiry based learning Brainstorming sessions by forming small groups Sharing of content and sample questions Chalk and talk Use of flipped class Reflective thinking	Understand the concept of change and stress management	Unit 3 completed with revision. Unit 4 started	24		

March	31	4	2	10	<p>Use of audio-visual tools</p> <p>Inquiry based learning</p> <p>Brainstorming sessions by forming small groups</p> <p>Sharing of content and sample questions</p> <p>Chalk and talk</p> <p>Use of flipped class</p> <p>Reflective thinking</p>	Comprehending the role in creating positive and ethical organisational structure	Unit 4 completed. Revision taken and doubt clearing session for all the topics	25	-		
April	30	4	4	-				22	-		
May	31	5	1*	-				1	31	Summer Vacation- 2nd May,	

											2023 to 12 <sup>th</sup> June, 2023
SUBTOTAL	212	30	9+2*	101					137+ 2*	42	
TOTAL	365	52	17+3*	191					240+3*	63	

**First Term - 13th June 2022 to 22nd October 2022 Both days inclusive**

**Second Term - 6th November 2022 to 1st May 2023 inclusive of both days inclusive**

**Ganpati Festival Break from 31st August to 4th Sept 2022 total 5 days inclusive of Ganesh Chaturthi**

**Diwali Vacation from 23rd October To 4th Nov 2022 \*\* both days are inclusive**

**Winter Break 25th December 2022 to 31st December 2022 both days are inclusive**

**Summer Vacation from 2nd May, 2023 to 12<sup>th</sup> June, 2023 . \*\* - both days are inclusive.**



S.P. Mandali's  
R. A. Podar College of Commerce and Economics  
(Autonomous), Matunga, Mumbai.

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-23(Autonomous)**

**Teacher's Name:**

<b>Dr. Asif Shaikh</b>
<b>Math W</b>
<b>Math X</b>
<b>Math Y</b>
<b>Math Z</b>

**Department: Mathematics**

**Program:** B.Com **Course:** Computer Systems and Applications **Semester:** V & VI

**TEACHING OBJECTIVES:**

- 1) To make students to understand the fundamental concepts of data communications and networking
- 2) To understand the usefulness and importance of computer communication
- 3) To establish a basic understanding of open source relational database management systems i.e. MySQL.
- 4) To design and manage spreadsheets; apply best practices; troubleshoot complex models; analyze large amounts of data with PivotTables and PivotCharts; generate and customize charts to suit most purposes.
- 5) To impart knowledge in concepts and types of E-Commerce.
- 6) To introduce Object Oriented and Event driven programming languages like visual basics.



## Term dates: 1<sup>st</sup> Term – 13<sup>th</sup> June 2021 to 22<sup>nd</sup> Oct 2022

Sem	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
<b>V 2022</b>	June	30	04	15	15	NIL	<p>a) Data Communication Component, Data representation, Distributed processing. (Concepts only)</p> <p>b) Internet - Network Protocols – TCP/IP, OSI Model. Definition, Types of connections, sharing internet connection, Hot Spots. Services on net- WWW, Email-Blogs. IP addresses, Domain names, URLs, Hyperlinks, Web Browsers Searching Directories, Search engines, Boolean search (AND, OR, NOT), Advanced search, Meta Search Engines. Email – POP/SMTP accounts in Email, Different parts of an Email address. Receiving and sending emails with attachments by scanning attachments for viruses. Cyber Crime, Hacking, Sniffing, Spoofing</p> <p>c) Digital Marketing– New non-linear marketing approach, Brand awareness, Online methods, SEO, SEM, SMM, CM to build brand awareness, Development and strategy</p>	<b>MS Teams, PPT, YouTube</b>
	July	31	05	00	26	Nil	<p>3. Database and MySQL</p> <p>a) Introduction: To Databases, Relational and Non-relational database system MySQL as a Non-procedural Language. View of data.</p> <p>b) MySQL Basics :Statements (Schema Statements, Data statements, Transaction statements), names (table &amp; column names), data types (Char, Varchar, Text, Mediumtext, Longtext, Smallint, Bigint, Boolean, Decimal, Float, Double, Date, Date Time, Timestamp, Year, Time), Creating Database, inserting data, Updating data, Deleting data, expressions, built-in-functions – lower, upper, reverse length, Itrim, rtrim, trim, left, right, mid, concat, now, time, date, curdate, day, month, year, dayname, monthname, abs, pow, mod, round, sqrt missing data(NULL and NOT NULL DEFAULT values) CREATE,USE, ALTER (Add, Remove, Change columns), RENAME, SHOW, DESCRIBE (CREATE TABLE, COLUMNS, STATUS and DATABASES only) and DROP (TABLE, COLUMN, DATABASES statements), PRIMARY KEY FOREIGN KEY (One and more columns) Simple Validity checking using CONSTRAINTS</p>	
	Aug	31	04	04+01*	23	Nil	Simple queries: The SELECT statement (From, Where, Group By, Having, Order By, Distinct,	

							<p>Filtering Data by using conditions. Simple and complex conditions using logical, arithmetic and relational operators (=, !=, &lt;, &gt;, AND, OR, NOT, LIKE) Aggregate Functions – count, sum, avg, max, min.</p> <p>Multi-table queries: Simple joins (INNER JOIN), SQL considerations for multi table queries(table aliases, qualified column names, all column selections self joins).</p> <p>Nested Queries (Only up to two levels) :Using sub queries, sub query search conditions, sub queries &amp; joins, nested sub queries, correlated subqueries, subqueries in the HAVING clause. Simple Transaction illustrating START, COMMIT, and ROLLBACK</p>	
	Sept	30	04	04	21	NIL	<p>a) Creating and Navigating worksheets and adding information to worksheets · Types of data, entering different types of data such as texts, numbers, dates, functions. · Quick way to add data Autocomplete, Autocorrect, Auto fill, Auto fit. Undo and Redo. · Moving data, contiguous and noncontiguous selections, Selecting with keyboard. Cut-Copy, Paste. Adding and moving columns or rows. Inserting columns and rows. · Find and replace values. Spell check. · Formatting cells, Numbers, Date, Times, Font, Colors, Borders, Fills.</p> <p>b) Multiple Spreadsheets · Adding, removing, hiding and renaming worksheets. · Add headers/Footers to a Workbook. Page breaks, preview. · Creating formulas, inserting functions, cell references, Absolute, Relative (within a worksheet, other worksheets and other workbooks).</p> <p>c) Functions · Financial functions: FV, PV, PMT, PPMT, IPMT, NPER, RATE · Mathematical and statistical functions. ROUND, ROUNDDOWN, ROUNDUP, CEILING, FLOOR, INT, MAX, MIN, MOD, SQRT, ABS, SUM, COUNT, AVERAGE</p>	
	Oct	31	5	1	5	13	d) Data Analysis · Sorting, Subtotal. · Pivot Tables- Building Pivot Tables, Pivot Table regions, Rearranging Pivot Table.	
	<b>SUBTOTAL</b>	<b>153</b>	<b>22</b>	<b>24</b>	<b>90</b>	<b>13</b>		

**EXPECTED LEARNING OUTCOMES-** Students should be able to use Excel and MySQL for interpretation and analysis of the data.

## Term dates: 2<sup>nd</sup> Term – 6<sup>th</sup> Nov 2022 to 01<sup>st</sup> May 2023

Sem	Month	No of da ys	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodolo gy/ Tools
VI 2022 -23	Nov	30	04	1	21	NIL	<p>Module 1: E – Commerce</p> <p>a) Definition of E-commerce</p> <p>b) Features of E-commerce</p> <p>c) Types of E-commerce (B2C, B2B, C2C, P2P)</p> <p>d) Business Models in E-commerce (Advertising, Subscription, Transaction Fee, Sales Revenue, Affiliate Revenue)</p> <p>e) Major B2C models (Portal, Etailer, Content Provider, Transaction Broker, Market Creator, Service Provider, Community Provider).</p> <p>f) E-Commerce Security: Integrity, Non repudiation, Authenticity, Confidentiality, Privacy Availability.</p> <p>g) Encryption: Definition, Digital Signatures, SSL.</p> <p>h) Payment Systems: Digital Cash, Online stored value, Digital accumulating balance payment, Digital credit accounts, digital checking.</p> <p>i) How an Online credit card transaction works. SET protocol.</p> <p>j) Limitation of E-commerce.</p> <p style="padding-left: 40px;">M-commerce (Definition and Features).</p>	MS Teams, PPT, YouTube
	Dec	31	04	01	21	Nil	<p>Module 2: Advanced Spreadsheet</p> <p>a) Multiple Spreadsheets</p> <ul style="list-style-type: none"> <li>● Creating and using templates, Using predefined templates, Adding protection option.</li> <li>● Creating and Linking Multiple Spreadsheets.</li> <li>● Using formulas and logical operators.</li> <li>● Creating and using named ranges.</li> <li>● Creating Formulas that use reference to cells in different worksheets.</li> </ul> <p>b) Functions</p>	

							<ul style="list-style-type: none"> <li>● Database Functions LOOKUP, VLOOKUP, HLOOKUP</li> <li>● Conditional Logic functions IF, Nested IF, COUNTIF, SUMIF, AVERAGEIF</li> </ul> <p>String functions LEFT, RIGHT, MID, LEN, UPPER, LOWER, PROPER, TRIM, FIXED</p>
	Jan-23	31	05	01*	25	Nil	<p>Module 3: Advanced Spreadsheet</p> <ol style="list-style-type: none"> <li>1. Functions <ol style="list-style-type: none"> <li>1.1. Date functions TODAY, NOW, DATE, TIME, DAY, MONTH, YEAR, WEEKDAY, DAYS360</li> <li>1.2. Statistical Functions COUNTA, COUNTBLANK, CORREL, LARGE, SMALL</li> </ol> </li> <li>2. Data Analysis <ol style="list-style-type: none"> <li>2.1. Filter with customized conditions.</li> <li>2.2. The Graphical representation of data Column, Line, Pie and Bar charts.</li> <li>2.3. Using Scenarios, creating and managing a scenario. Using Goal Seek &amp; Solver</li> <li>2.4. Understanding Macros, Creating, Recording and Running Simple Macros. Editing a Macro(concept only)</li> </ol> </li> </ol> <p>Module 4: Visual Basic</p> <ol style="list-style-type: none"> <li>a) Introduction to Visual Basic, Introduction Graphical User Interface (GUI). Programming Language (Procedural, Object Oriented, Event Driven), Writing VB Projects. The Visual Basic Environment</li> <li>b) Introduction to VB Controls Text boxes, Frames, Check boxes, Option button, Designing the User Interface, Default &amp; Cancel property, tab order, Coding for controls using Text, Caption, Value property and Set Focus method</li> <li>c) Variables, Constants, and</li> </ol>

							Calculations Variable and Constant, Data Type (String, Integer, Currency, Single, Double, Date), Naming rules/conventions, Constants (Named & Intrinsic), Declaring variables, Val Function, Arithmetic Operations,
	Feb-23	28	04	0	24	NIL	Formatting Data. a) Decision and Condition Condition, Comparing numeric variables and constants, Comparing Strings, Comparing Text Property of text box, Compound Conditions (And, Or, Not). If Statement, if then-else Statement, LCase and Ucase function, Using If statements with Option Buttons & Check Boxes.
	March-23	31	4	2	10	15	Msgbox (Message box) statement Input Validation, Is Numeric function. Sub-procedures and Sub-functions, Using common dialog box, Creating a new sub-procedure, Writing a Function procedure. Simple loops using For Next statements and Do while statement and display output using MsgBox Statement.
	April-23	30	4	4	NIL	22	
	May-23	31	5	1	NIL	NIL	
	<b>SUBTOTAL</b>	<b>212</b>	<b>30</b>	<b>11</b>	<b>91</b>	<b>37</b>	

**EXPECTED LEARNING OUTCOMES-** Students should be able to use Excel and Visual Basic for interpretation and analysis of the data.

**LIST OF REFERENCE BOOKS/MAGAZINE/REFERENCE MATERIAL:**

**Reference Books-**

1. E- Commerce - Kenneth Laudon, Carol Traver , Pearson Education.
2. Frontiers of Electronic Commerce - Kalakota & Whinston
3. E- Commerce - Rajaraman • E- Commerce - Whitley
4. E- Commerce concepts and cases - Rao and Deshpande.
5. Programming in VB 6.0 - Julia Case Bradley, Anita C. Milspaugh, TMH
6. Visual Basic 6.0 Programming - Content Development Group, TMH
7. The Complete Reference to Visual Basic 6 - Noel Jerke, TMH
8. Visual Basic 6 Programming Black Book - Steven Holzner, Dreamtech Press

**REVIEW/ FEEDBACK QUESTION:** -----

**R. A. Podar College of Commerce & Economics (Autonomous)**  
**Department of Accountancy**  
**Teaching, Learning and Evaluation Plan**  
**2022-23**

**Teaching Plan for the Academic year 2022-23**

**Department of Accountancy**

**Program- B. com**

**Course- Direct and Indirect Taxes**

**Semester: V-VI**

**TEACHING OBJECTIVES:**

To enlighten the students about\_

1. The basic concepts, definitions and terms related to direct taxation.
2. The concept of residential status, identifying the residential status of an individual, the scope of total income for an assessee with different kinds of residential status.
3. the procedure for computation of income under various heads namely income from salaries, house property, business/ profession, capital gains and income from other sources.
4. deductions under Chapter VI-A of the Income tax act, 1961 and latest deductions inserted by Finance Act.
5. Determination of net total taxable income of an individual assessee and also to compute tax payable based on tax slab.
6. The pre-requisites for E-Filing of Income Tax Return
7. The basic concepts, definitions and terms related to Goods and Service tax (GST).
8. The concept of Supply along with the rules related to time, place and value of supply.
9. Computation of the Goods and Service Tax (GST) payable by a supplier after considering the eligible input tax credit.
10. Procedure required for the E-filing of GST returns
11. Training to become a tax consultant in preparing the tax planning, tax management. Payment of tax and filing of tax returns.

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	TYBCOM: DIT I 1. Basic Terms 2. Scope of Total Income & Residential Status	PPT, Case Study, MS Word, MS Excel
	July	31	05	-	26	-	26	-	TYBCOM: DIT I 1. Heads of Income	PPT, Case Study, MS Word, MS Excel
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	TYBCOM: DIT I 1. Heads of Income 2. Deduction from Total Income	PPT, Case Study, MS Word, MS Excel
	Sept	30	04	04	21	-	21	03	TYBCOM: DIT I 1. Computation of Total Income for Individual and Tax thereon for individual 2. Preparation of Income Tax Return for E-Filing	PPT, Case Study, MS Word, MS Excel
	Oct	31	05	01	05	13	18	06	TYBCOM: DIT I	PPT, Case

									1. Revision	Study, MS Word, MS Excel
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	-
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	TYBCOM: DIT II 1. Introduction 2. Levy and Collection of Tax	PPT, Case Study, MS Word, MS Excel
	Dec	31	04	01	21	-	21	05	TYBCOM: DIT II 1. Levy and Collection of Tax 2. Time, Place and Value of Supply	PPT, Case Study, MS Word, MS Excel
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	TYBCOM: DIT II 1. Input Tax Credit & Payment of Tax 2. Registration under GST Law Pre-requisites for E-Filing of GST Returns	PPT, Case Study, MS Word, MS Excel
	Feb	28	04	-	24	-	24	-	TYBCOM: DIT II 1. Input Tax Credit & Payment of Tax 2. Registration	PPT, Case Study, MS Word, MS Excel



									under GST Law Pre- requisites for E-Filing of GST Returns	
	Mar	31	04	02	10	15	25	-	TYBCOM: DIT II 1. Revision	PPT, Case Study, MS Word, MS Excel
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

### EXPECTED LEARNING OUTCOMES-

Students will be in a position to understand and apply Taxation Law in India and compute tax liability for Income Tax and GST.

### LIST OF ANY THREE REFERENCE BOOKS/MAGAZINE/REFERENCE MATERIAL:

#### Reference Books-

- 1) Students guide to Income Tax (simplified version) by V.K.Singhania and Monica Singhania, Taxmann
- 2) Systematic approach to Income Tax by Ahuja& Gupta, Bharat Law Publication
- 3) Income Tax by T.M. Manorahan, Snow White
- 4) GST Bare Act 2017
- 5) GST Law & Practice - V.S Datey (6th Edition)
- 6) GST Laws – National Academy of Customs, Indirect Tax



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course  
Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name: Dr. Ms. Vinita Pimpale and Ms Karishma Khadiwala**

**Program: B.Com**

**Course: Export Marketing**

**Semester: V & VI (T.Y.B. Com)**

**Division: D & E**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

The aim of the course is to provide an understanding of the export marketing concept as :

1. An important managerial function within the domain of small and medium-sized firms.
2. To familiarize students with the nature of international markets and marketing decisions;
3. To provide an understanding of the major marketing tools and techniques in the context of exporting activities of small and medium-sized firms;
4. To make students aware of the role that these tools and techniques play in helping practicing export marketing managers perform their organizational tasks;
5. To provide students with an opportunity to analyze export marketing problems and issues of managerial importance.



**Teaching Plan for the Academic Year: 2022-23**

Term dates: 1<sup>st</sup> Term –13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022

Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
V 2022	June	30	4	-	15	-	<b>Module – I Basics of Export Marketing:</b> a) Concept and features of Export Marketing; Importance of Exports for a Nation and a Firm; Distinction between Domestic Marketing and Export Marketing b) Factors influencing Export Marketing; Risks involved in Export Marketing; Problems of India’s Export Sector c) Major merchandise/commodities exports of India (since 2015); Services exports of India (since 2015); Region-wise India’s Export Trade(since 2015)	Google Classroom PPT presentation Use of Whiteboard case discussions Web/YouTube links for reference
	July	31	5	-	26	-	<b>Module – II Global Framework for Export Marketing</b> a) Trade barriers; Types of Tariff Barriers and Non-Tariff barriers; Distinction between Tariff and Non-Tariff barriers	Google Classroom PPT presentation case discussions Web/YouTube links Use of Whiteboard

							<p>b) Major Economic Groupings of the World; Positive and Negative Impact of Regional Economic Groupings; Agreements of World Trade Organisation (WTO)</p> <p>c) Need for Overseas Market Research; Market Selection Process, Determinants of Foreign Market Selection</p> <p>Internal assignment -1</p>	
	Aug	31	4	3+1* (Independence day)	23	-	<p><b>Module – III India’s Foreign Trade Policy</b> a) Foreign Trade Policy (FTP) 2015-20 - Highlights and Implications, Export Trade facilitations and ease of doing business as per the new FTP</p> <p>Role of Directorate General of Foreign Trade (DGFT), Negative list of Exports, Deemed Exports</p> <p>Benefits to Status Holders &amp; Towns of Excellence; Common benefits for EHTP, BTP and STP; Benefits enjoyed by (IIAs)</p> <p>Integrated Industrial Areas (SEZ), EOU, AEZ</p> <p>Internal assignment -II</p>	<p>Google Classroom</p> <p>PPT presentation</p> <p>Use of Whiteboard case discussions</p> <p>Web/YouTube links for reference</p>

	Sept	30	4			-	<p><b>Module – IV Export Incentives and Assistance</b></p> <p>a. Financial Incentives available to Indian Exporters - Marketing Development Assistance (MDA), Market Access Initiative (MAI), Assistance to States for Infrastructure Development for Exports (ASIDE), Industrial Raw Material Assistance Centre (IRMAC),</p> <p>b. Institutional Assistance to Indian Exporters - Federation of Indian Export Organisations (FIEO), India Trade Promotion Organisation (ITPO), The Federation of Indian Chambers of Commerce and Industry (FICCI), Export Promotion Councils (EPCs) &amp; Commodity Boards (CBs), Indian Institute of Foreign Trade (IIFT), Indian Institute of Packaging (IIP)</p>	<p>Google Classroom PPT presentation Us of Whiteboard case discussions Web/YouTube links for reference Industrial visit</p>
	Oct	31	5	1	5	13	<p>c. Schemes - Export Promotion Capital Goods (EPCG) Scheme, Duty Exemption and</p>	<p>Google Classroom PPT presentation Us of Whiteboard case</p>

							Remission Schemes, Export Advance Authorisation Scheme; Duty Drawback (DBK); IGST Refund for Exporters  Revision	discussions Web/YouTube links for reference
<b>SUBTOTAL</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>	<b>13</b>		
<b>2<sup>nd</sup> Term – 7<sup>th</sup> November 2022 to 1st May 2023</b>								
<b>VI 2022-2023</b>	Nov	30	4				<b>Module – I Product Planning and Pricing Decisions for Export Marketing</b> a) Planning for Export Marketing with regards to Product, Branding, Packaging b) Need for Labelling and Marking in Exports, Factors determining Export Price; Objectives of Export Pricing c) International Commercial (INCO) Terms; Export Pricing Quotations – Free on Board (FOB), Cost Insurance and Freight (CIF) and Cost and Freight (C&F); Problems on FOB quotation Internal Assignment-I	PPT presentation Web presentation. case discussions Web/YouTube links for reference
	Dec	31	4	6	21		<b>Module –II Export Distribution and Promotion</b>	Google Classroom PPT presentation

							<p>a) Factors influencing Distribution Channels; Direct and Indirect Exporting Channels; Distinction between Direct and Indirect Exporting Channels</p> <p>b) Components of Logistics in Exportmarketing; Selection criteria of Modes of Transport; Need for Insurance in Export Marketing</p> <p>c) Sales Promotion Techniques used in Export Marketing; Importance of Trade Fairs and Exhibitions; Benefits of Personal Selling; Essentials of Advertising in Export Marketing. Internal Assignment -II</p>	<p>Web presentation. case discussions Web/YouTube links for reference</p>
	Jan	31	5	1* (Republic day)	25	-	<p><b>Module – III Export Finance</b></p> <p>a) Methods of Payment In export marketing; Procedure to open Letter of Credit, Types and Benefits of Countertrade.</p> <p>b) Features of Pre-Shipment and Post-shipment finance; Procedure to obtain Export Finance; Distinction between</p>	<p>Google Classroom PPT presentation case discussions Web/YouTube links for reference</p>



							Pre-shipment Finance and Post Shipment Finance. c) Role of Commercial Banks, EXIM Bank, SIDBI in financing exporters; Role of ECGC	
	Feb	28	4			24	<p><b>Module – IV Export Procedure and Documentation:</b></p> <p>a.Registration with different authorities; Preshipment Procedure involved in Exports; Procedure of Quality Control and Preshipment Inspection;</p> <p>b.Shipping and Custom Stage Formalities; Role of Clearing &amp; Forwarding Agent; Postshipment Procedure for Realisation of Export Proceeds; Procedure of Export under Bond and Letter of Undertaking. (LUT)</p> <p>c. Importance of - Commercial Invoice cum Packing list, Bill of Lading/ Airway Bill, Shipping Bill/Bill of Export, Consular Invoice, Certificate of Origin</p>	Google Classroom PPT presentation Web presentation. case discussions Web/YouTube links for reference

	Mar	31	4	2	10	15	Revision and problems on FOB pricing	PPT presentations Solving test papers
	April	30	4	4	-	22		
	May	31	5	1*	1*	-		
<b>SUBTOTAL</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

**Key reference Books/Magazines/Reference Material:**

1. International Marketing : Analysis & Strategy: SakOnkvist, John J. Shaw, Prentice Hall,
2. International Marketing-Dana –Nicoleta Lascu, Biztantra , New Delhi.
3. International Marketing – Francis Cherunilam – Himalaya Publishing House, Mumbai.
4. International Marketing Management – An Indian Perspective – R. L. Varshney and B. Bhattacharya, Sultan Chand & Sons.
5. International Marketing – P. K. Vasudeva – Excel Books, New Delhi.
6. Pepsi Handbook of India Exports – Global Business Press, New Delhi
7. Export Import procedure- documentation and logistics, C Rama Gopal, New age Publication
8. Export Management – P. K. Khurana – Galgotia Publishing Company, New Delhi.
9. Export Management – T. A. S. Balagopal – Himalaya Publishing House, Mumbai.
10. Export Management – D. C. Kapoor – Vikas Publishing House Pvt. Ltd., New Delhi
11. New Import Export Policy - Nabhi Publications
12. EXIM Policy & Handbook of EXIM Procedure – VOL I & II
13. A Guide on Export Policy Procedure & Documentation– Mahajan
14. How to Export – Nabhi Publications
15. WTO and Indian perspective: JayantaBagchi, Eastern Law houses,
16. WTO and India : A critical study of its first decade : JK Mittal, D.Raju, New Era Law Publication

17. International Business: Environment and Operations, Danoes, John D. Radebaugh, Lee H., and Daniel P. Sullivan, 12th ed., Prentice Hall, 2009.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**Department of Economics and Foundation Course  
Teaching – Learning Plan for the Academic Year: 2022-23**

**Teacher's Name: Dr.TEJASHREE PATANKAR**

**Program:** B.Com

**Course:** **MARKETING RESEARCH-V& VI**

**Semester:** V&VI (T.Y.B. Com)

**Division:** E & F

**No. of lectures (per week):** 3

### **COURSE OUTCOMES:**

1. To highlight the role of marketing research in the era of online business, importance in creation of success of brands and its importance within the marketing function of a Company.
2. It aims to orient learners towards the practical aspects and techniques of Marketing Research like AI, MIS, and Data warehouse, Data mining.
3. It is expected that this course will prepare learners to lay down a foundation for advanced
4. It will motivate students to consider career options in the field of Marketing Research.

### Teaching Plan for the Academic Year: 2022-23

Term dates: 1<sup>st</sup> Term –13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022

Semester	Month	Number of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Teaching Methodology/ Tools
<b>V 2022</b>	June	30	4	-	15	-	<b>Modules-1:</b> <b>Introduction to Marketing Research</b> Marketing Research- Definition, features, functions, significance of Marketing Research in marketing decision making, limitations of Marketing Research. Steps in Marketing Research, Ethics in Marketing Research Career options in Marketing Research, Qualities of a good Marketing Research professional in Marketing Research,	Chalk and talk, PPT , Casestudy ,Role Play 1. Practice Research guidance- beginning from process and
	July	31	5	-	26	-	• Marketing Information System- Definition, components, essentials of a good MIS, Concept of Decision Support System- Components, importance Data Mining concept, importance. Data Warehouse: concept, importance, Data Privacy, Role of social media, Data Security Practices and Policy Purpose in Marketing Research, Qualities of a good Marketing Research professional.	Chalk and talk, PPT , Casestudy ,Role Play 1. Practice Research guidance- developing for the internal project topic

							<ul style="list-style-type: none"> <li>• Marketing Information System- Definition, components, essentials of a good MIS, Concept of Decision Support System- Components, importance Data Mining concept, importance.</li> <li>Data Warehouse: concept, importance, Data Privacy, Role of social media, Data Security Practices and Policy Purpose.</li> </ul>	
	Aug	31	4	3+1* (Independence day)	23	-	<p><b>Modules-2: Planning Research</b></p> <ul style="list-style-type: none"> <li>• Research Design- concept, importance, types Hypothesis- concept, types, importance</li> <li>• Questionnaire- concept, types of questions, steps in the preparation of questionnaire, essentials of a good questionnaire.</li> </ul> <p>Sampling- concept, terms in sampling, techniques of sampling, essentials of good sampling.</p> <p><b>Module-3 Data Collection</b></p> <ul style="list-style-type: none"> <li>• Primary data- concept, merits, demerits, methods</li> <li>• Secondary data- concept, merits, demerits, sources</li> </ul>	<p>Chalk and talk, PPT , Case study ,Role Play</p> <p>Practice Research guidance- Topic: Effectiveness of Online learning and teaching.</p> <p>Questionnaire preparation for online survey on the topic</p>

	Sept	30	4			-	<p>Qualitative v/s Quantitative research Integrating technology in data collection, methods- (online surveys, hand held devices, text messages, social networking), importance</p> <p><b>Module-4 Data Processing, Analysis, Reporting</b></p> <ul style="list-style-type: none"> <li>• Stages in Data processing Editing- meaning, objectives, types Coding- meaning, guidelines Classification- meaning, methods Tabulation- meaning, methods</li> <li>• Data Analysis &amp; Interpretation Data Analysis- meaning, steps, use of</li> <li>• statistical tools (SPSS, SAS, MS EXCEL, MINITAB, RDBMS) Data</li> <li>• Interpretation- meaning, importance, stages</li> <li>• • Report Writing- concept, types, contents, essentials, use of visual aids in</li> <li>• research report</li> </ul>	<p>Chalk and talk, PPT , Casestudy ,Role Play Practice Research guidance- Topic: Effectiveness of Online learning and teaching.</p> <p>1. Questionnaire preparation for online survey on the topic.</p>
	Oct	31	5	1	5	13		

<b>SUBTOTAL</b>		<b>153</b>	<b>22</b>	<b>8+1*</b>	<b>90</b>	<b>13</b>		
<b>2<sup>nd</sup> Term – 7<sup>th</sup> November 2022 to 1st May 2023</b>								
<b>VI 2022-2023</b>	Nov	30	4		1	21	<b>Module-1 Applications of Marketing Research-I</b> <ul style="list-style-type: none"> <li>Product Research- concept, areas, new product development</li> <li>Product Testing &amp; Marketing- concept, methods</li> <li>Brand Research- concept, elements of a Brand, importance of brand research</li> <li>Price Research- concept, factors influencing pricing, importance of price research, methods of price research</li> </ul>	Chalk and talk, PPT , Casestudy ,Role Play  Case Studies You tube videos  1. Case-study on Cadbury/ ola/ amazon
	Dec	31	4		6	21	<b>Module-2 Applications of Marketing Research-II</b> <ul style="list-style-type: none"> <li>Physical Distribution research- types of distribution channels, Supply Chain management- concept, components of supply chain, importance of physical distribution</li> <li>Promotion Research- concept, of promotion, importance of</li> </ul>	Chalk and talk, PPT , Casestudy ,Role Play  1. Case-study on amazon, flipcart, mytra etc.



							<p>promotion Advertising Research- concept, scope, pre &amp; ng methods of advertising effectiveness</p> <p>Consumer Research- concept, objectives, methods Motivation Research- concept, importance</p>	
	Jan	31	5	1* (Republic day)	25	-	<p><b>Module-4 Applications of Marketing Rese</b></p> <ul style="list-style-type: none"> <li>• Sales Research- concept, significan</li> <li>• Rural Marketing Research-concept, h tools, do's and don'ts in rural Marketing Res</li> <li>• Global Marketing Research- conc f Global Marketing Research</li> </ul>	<p>Chalk and talk, PPT , Casestudy ,Role Play <b>Activities</b></p> <p>1. Activity examining published information maintaining full records of sales and customer activity. 2.Activity to understand how on maintenance of company records and by means of field research</p>
	Feb	28	4		24	-	<p><b>Module-4 Managing Marketing Research</b></p> <ul style="list-style-type: none"> <li>• Organizing Marketing Research factors involved in organizing Marketing activity, methods of organizing Marketing activity, In house marketing department, -- merits, demerits</li> </ul>	<p>Chalk and talk, PPT , Casestudy ,Role Play Case Studies You tube videos</p>

	Mar	31	4	2	10	15	Professional Marketing Research structure, merits, demerits, professional  Prominent Marketing Research agencies- HTA, ORG, IMRB, NCAER, Nielson  <b>REVISION LECTURES</b>	<b>ACTIVITIES</b>  Case -study on data-capacities quality research work by HTA, RB, NCAER, Nielson
	April	30	4	4	-	22		
	May	31	5	1*	1*	-		
<b>SUBTOTAL</b>		<b>212</b>	<b>30</b>	<b>9+2*</b>	<b>101</b>	<b>37</b>		
<b>GRAND TOTAL</b>		<b>365</b>	<b>52</b>	<b>17+3*</b>	<b>191</b>	<b>50</b>		

### LEARNING OUTCOME

- Students learn about the emergence of media as well as study about the technological advancements/ growth of media industry in India.
- Students are expected to analyses how research improve the efficiency of in promotion, advertising and motivation
- Student can learn to understand Sales Control Research is the identification and measurement of all those variables which individually and in combination have an effect on sales.
- Students to understand difference between in-house marketing research agencies and professional agencies.

### BOOK REFERENCES:

1. Fundamentals of Marketing Research, M.K. Gawande, Chandralok Prakashan, Kanpur, 2012
2. Fundamentals in Marketing Research, Scott Smith and Gerald Albaum
3. Marketing Research (Text with Cases), Suja Nair, Himalaya Publishing House, Maharashtra, 2014
4. Research Methods for Business Students, Mark Saunders, Philip Lewis and Adrian Thornhill
5. Marketing Research, John Boyce, Tata McGraw Hill Publishing Co. Ltd., Maharashtra, 2011 6. Marketing Research: A Global Outlook, V. Kumar, Sage Publications, New Delhi, 2015.
7. Management & Business Research, Mark Easterby-Smith, Richard Thorpe, Paul R. Jackson and Lena J. Jaspersen 8. Marketing Research Text and Cases, Rajendra Nargundkar, McGraw Hill, 2nd edition
9. Marketing Research: The impact of internet, Gates, Roger et al, John Wiley & sons, Great Britain, 2002.
10. Marketing Research, G. C. Beri, McGraw Hill, New Delhi, 2007
11. Business Research Methods, Emma Bell, Alan Bryman and Bill Harley.
12. Encyclopaedia of Marketing Research Series, S.D. Singh, Anmol Publications Pvt. Ltd., New Delhi, 2012.



S.P. Mandali's

**R.A. PODAR College  
of Commerce and  
Economics, Matunga,  
Mumbai.  
Autonomous**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-23(Autonomous)**

**Teacher's Name: Hemant Solanki**

**Department: Mathematics**

**Program: B.Com Course: Elements of Operations Research**

**Semester: V & VI**

**Learning Objectives:**

- 1) To familiarize the students with the concepts involved in operational Research for business through research and field work.
- 2) To stress the importance of the application of operational research methods to various types of business relationships.
- 3) The student should appreciate the importance of the O.R. methods by solving simple problems rather than engaging in complex and involved problems.
- 4) Improve the objectivity of analysis , optimize cost and profit
- 5) Improve the productivity success in competition and market leadership.

**Learning Outcomes:**

1. Understanding of the practical applications of the subject.
2. Development of analytical thought process to help develop modeling.

## Term dates: 1<sup>st</sup> Term – 13<sup>th</sup> June 2021 to 22<sup>nd</sup> Oct 2022

Sem	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam Days	Topics Covered	Learning outcome:	Reference Books/Teaching Methodology/Tools
V 2 0 2 2	June	30	04	15	15	NIL	<p>Introduction to Operations Research</p> <ul style="list-style-type: none"> <li>● Quantitative Approach to decision making</li> <li>● Historical development of OR</li> <li>● Nature and characteristics of OR</li> <li>● Methodology of OR</li> <li>● Application of OR in management</li> <li>● Advantage and Disadvantages of OR</li> </ul>	Detailed understanding of the origin, importance and applications of OR.	<p>Quantitative Techniques in Management by N D Vohra (McGraw Hill) – Chapter 1</p> <p>MS Teams, Flip Classroom, PPT, YouTube</p>
	July	31	05	00	26	Nil	<p>Replacement Theory:</p> <ul style="list-style-type: none"> <li>o Types of replacement situations</li> <li>o Criteria for replacement</li> <li>o Replacement at the end of its economic retentive period.</li> <li>o Retention of an old equipment versus replacement.</li> <li>o Replacement policy for equipment which deteriorate gradually when money value remains constant.</li> </ul> <p>Linear Programming Problem Formulation and Graphical Method</p> <ul style="list-style-type: none"> <li>● Concept of linear programming and its application.</li> <li>● Formulation of simple, straight forward word linear programming problems.</li> <li>● Explanation of objective function, decision variables, constraint equations, non-negativity constraints,</li> </ul>	Understand problem solving through simplex method under different objective functions and constraints and its economic interpretation.	<p>Quantitative Techniques in Management by N D Vohra (McGraw Hill) – Chapter 2</p> <p>2. Operations Research by J K Sharma (Macmillan) – Chapter 2 and Chapter 3</p>

						<p>maximization/minimization/mixed constraints, slack/surplus variables.</p> <ul style="list-style-type: none"> <li>• Graphical solution to linear programming problems, (number of constraints to be confined to maximum of four).</li> <li>• Concept of convex sets.</li> <li>• Maximization/minimization/mixed type of constraints problems included.</li> <li>• Explanation of iso-profit and iso-cost lines.</li> <li>• Solution at the extreme points of the convex region.</li> </ul> <p>Feasible solving problems and Case Studies</p> <ul style="list-style-type: none"> <li>• Special cases such as unbounded solutions, infinite/multiple solutions, infeasible solutions, point solution included.</li> </ul>		
Aug	31	04	04 + 01 *	23	Nil	<p>Linear Programming Problem: Simplex Method</p> <ul style="list-style-type: none"> <li>• Formulation and solving of linear programming model for the given data.</li> </ul> <p>Inclusions:</p> <ul style="list-style-type: none"> <li>• Solution of Maximization type, i.e. all constraints of the type <math>\leq</math> only using simplex method</li> <li>• Solution of minimization i.e. all constraints of the type <math>\geq</math> using Big-M Method.</li> <li>• Solution of Mixed constraints problems using Big-M method</li> <li>• Total number of inequalities to be upto at most three (3) and total number of decision variables to be upto at most three (3).</li> <li>• Solutions to be completed within four tables i.e. Initial table plus three iterations or two improvements in a given table</li> <li>• Identification of Degeneracy, two minimum ratios being equal, 'infinity' and 'negative' minimum ratios.</li> </ul>	<p>Understand problem solving through simplex method under different objective functions and constraints and its economic interpretation.</p>	<p>Quantitative Techniques in Management by N D Vohra (McGraw Hill) – Chapter 3</p> <p>2. Operations Research by J K Sharma (Macmillan) – Chapter 2 and Chapter 4</p> <p>3. Operations Research by V K Kapoor (S Chand) – Chapter 4</p>

							<ul style="list-style-type: none"> <li>• Unbounded solutions</li> <li>• Alternates solution</li> <li>• Infeasibility</li> <li>• Reading of simplex table like product mix, unutilized resource and profit contribution of the resource.</li> <li>• Explanation of duality (in brief) with simple problems</li> <li>• Economic interpretation</li> </ul>		
	Sep	30	04	04	21	N I L	<p>Transportation Method</p> <p>Basic definitions/concepts to be introduced.</p> <ul style="list-style-type: none"> <li>• Initial basic feasible solution <ul style="list-style-type: none"> <li>o North West Corner Rule [NWCR]</li> <li>o Row/Column Minima Methods, Least Cost Method [LCM]</li> <li>o Vogel's Approximation Method [VAM]</li> </ul> </li> <li>• Determining the optimal solution: MODI method only.</li> <li>• Simple formulation and solving of maximization/minimization type of models atmost upto 5x5 type of matrix (including dummy).</li> <li>• Unbalanced, degeneracy, prohibited routes included.</li> </ul> <p>Included: Verification of the solution using duality</p>	Understanding of the transportation model, its solution and applications in cost, time, distance, profit, sales, scores	Quantitative Techniques in Management by N D Vohra (McGraw Hill) – Chapter 5 and Chapter 6 2. Operations Research by J K Sharma (MacMillan) – Chapter 9 3. Operations Research by V K Kapoor (S Chand) – Chapter 5 Flip Classroom,PPT, YouTube
	Oct	31	5	1	5	13			
	<b>SUBTOTAL</b>	<b>153</b>	<b>22</b>	<b>24</b>	<b>90</b>	<b>13</b>			

**Term dates: 2<sup>nd</sup> Term – 6<sup>th</sup> Nov 2022 to 01<sup>st</sup> May 2023**

<b>Sem</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam Days</b>	<b>Topics Covered</b>	<b>Learning Outcomes</b>	<b>Reference Books/Teaching Methodology/ Tools</b>
------------	--------------	--------------------	----------------	--------------------------	----------------------	------------------	-----------------------	--------------------------	--

V I 2 0 2 2 - 2 3	Nov	3 0	04	1	21	NIL	<p>Project Analysis Introduction.</p> <ul style="list-style-type: none"> <li>● Basic concept.</li> <li>● Construction of simplex network, dummy included (Max one in a network).</li> <li>● Critical Path Method(CPM)</li> <li>● Time Estimates in CPM:</li> </ul> <p>Earliest Start Time (EST) and Earliest Finish Time (EFT), Latest Start Time (LST) Latest Finish Time (LFT)</p> <ul style="list-style-type: none"> <li>● Float of an Activity: Total Float, Free Float and Independent Float.</li> <li>● Concept of Critical events, critical activities, critical path.</li> <li>● Project Evaluation and Review Technique (PERT) <ul style="list-style-type: none"> <li>o Three Time Estimates: Expected project duration, Expected Activity durations and Variance of activities</li> <li>o Estimate of Probability. 90%, 95%, 99% assurance period.</li> <li>o Reading of normal tables.</li> </ul> </li> </ul> <p>Given various durations, find probability of completion. (Maximum number of activities to be restricted to up to 12 only.)</p>	Understanding of representing the project in a form of network and solve time-cost trade off problems and time estimates. After this module students will have clear distinction between deterministic and probabilistic problem solving.	Quantitative Techniques in Management by N D Vohra (McGraw Hill) – Chapter 12 2. Operations Research by J K Sharma (Macmillan) – Chapter 13 3. Operations Research by V K Kapoor (S Chand) – Chapter 12  MS Teams, Flip Classroom,PPT, YouTube
	Dec	3 1	04	01	21	Nil	<p>Distinction between PERT and CPM.</p> <p>Time-Cost trade off Crashing Optimum cost and minimum time problems. (Maximum number of activities to be restricted to upto 8 only in crashing)</p> <p>Game Theory:</p>	Understanding of representing the project in a form of network and solve time-cost trade off problems and time estimates. After this module students will have clear distinction between deterministic	Quantitative Techniques in Management by N D Vohra (McGraw Hill) – Chapter 12 2. Operations Research by J K Sharma (Macmillan) – Chapter 13 3. Operations Research



							Basic Concept and Definitions. Two Person Zero Sum Game. Saddle point, Pure and Mixed Strategies. Reducing the size of the game using dominance property.	and probabilistic problem solving.	by V K Kapoor (S Chand) – Chapter 12  MS Teams, Flip Classroom,PPT, YouTube
Jan-23	31	05	01*	25	Nil		Game Theory contd Optimum Solution to a 2x2 game without saddle point. Graphical solution to 2xn and mx2 games		
Feb-23	28	04	0	24	NIL		Simulation: o Definition o Types of Simulation o Uses of Simulation o Limitations of Simulation o Phases of simulation models o Monte Carlo method of simulation using random	Using simulation in the situation with uncertainty.	
March-23	31	4	2	10	15				
April-23	30	4	4	NIL	22				
May-23	31	5	1	NIL	NIL				
<b>SUBTOTAL</b>	<b>212</b>	<b>30</b>	<b>11</b>	<b>901</b>	<b>37</b>				

**REVIEW/ FEEDBACK QUESTION: -----**

# **Teaching Plans**

## **BMS**

**Department BMS**  
**Teaching Learning Plan**  
**AY 2022-23**  
**Semester I**



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Kalpana Shah**

**Department BMS**

**Program: FY BMS**

**Course: Business Communication-I Semester: I**

**Division: A and B**

**No. of lectures (per week):6**

### **TEACHING OBJECTIVES:**

- To understand the effective use of PowerPoint presentation
- To understand the relevance and importance of interpersonal communication skills
- To enhance written communication skills

**Term dates: 1<sup>st</sup> Term – JUNE 2022 TO OCT 2022**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem I</b>	June	30	04	1	15	-	15	12	Theory of Communication	PPT , video
	July	31	05	-	26	-	26	-	Theory of Communication/ Obstacles to Communication in the Business World	Case Study, Group Discussion and PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Obstacles to Communication in the Business World. Business Correspondence	Group discussion, PPT
	Sept	30	04	04	21	-	21	03	Language and Writing Skills	Group Discussion and PPT
	Oct	31	05	01	05	13	18	06	Revision/ Examination	
	<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-

\*15<sup>th</sup> August Independence Day

**List of Reference Books/Magazine/ Any other Reference Material:**

- Agarwal, AnjuD(1989) A Practical Handbook for Consumers, IBH.
- Alien, R.K.(1970) Organisational Management through Communication.
- Ashley,A(1992) A Handbook Of Commercial Correspondence, Oxford University Press.
- Aswathapa, K (1991)OrganisationalBehaviour, Himalayan Publication, Mumbai.
- Atreya N and Guha (1994) Effective Credit Management, MMC School of Management, Mumbai.
- Bangh, LSue, Fryar,Maridell and Thomas David A. (1998) How to Write First Class Business Correspondence, N.T.C. Publishing Group USA



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mahesh Deshpande      Department: BMS      Program: FY BMS**

**Course: Business Economics      Semester: I      Division: A and B      No. of lectures (per week): 6**

### **TEACHING OBJECTIVES:**

- To understand the basic concepts and microeconomics
- To understand the demand function with the help of numerical illustration on trend analysis and simple linear regression
- To understand the concept of supply, production function and cost of production
- To understand the different market structures

**Term dates: 1<sup>st</sup> Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem I</b>	June	30	04	-	15	-	15	12	Introduction to business economics	PPT, video
	July	31	05	-	26	-	26	-	Demand analysis	Case Study, video, Worksheet
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Market structure	Case Study, video, Graphs
	Sept	30	04	04	21	-	21	03	Pricing Practices	PPT, Video
	Oct	31	05	01	05	13	18	06	Revision /Theory Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	<b>-</b>

\*15<sup>th</sup> August Independence Day



**List of Reference Books/ Magazine/ Any other Reference Material:**

- Mehta, P.L.: Managerial Economics – Analysis, Problem and Cases (S. Chand & Sons, N. Delhi, 2000)
- Hirchey .M., Managerial Economics, Thomson South western (2003)
- Salvatore, D.: Managerial Economics in a global economy (Thomson Southwestern Singapore, 2001)
- Frank Robert.H, Bernanke. Ben S., Principles of Economics (Tata McGraw Hill (ed.3)



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: MS. Kasturi save Department: MS Program: FY BMS**

**Course: Business Law**

**Semester: I**

**Division: A and B**

**No. of lectures (per week): 6**

### **TEACHING OBJECTIVES:**

- To understand the nature of contract and law applicable while buying and selling goods.
- To understand the objects of consumer law and the application of negotiable instruments.
- To introduce the concept of the company and its relevance.
- To familiarize the students with the different concepts of IPR.

**Term dates: 1<sup>st</sup> Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	Contract Act, 1872 & Sale of Goods Act, 1930	PPT , Case Study.
	July	31	05	-	26	-	26	-	Negotiable Instrument Act, 1981 & Consumer Protection Act, 1986	Case Study, Documentary
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Intellectual Property Rights(IPR)	PPT and case study
	Sept	30	04	04	21	-	21	03	Company law	Videos and PPT
	Oct	31	05	01	05	13	18	06	Revision / Theory Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	-

\*15<sup>th</sup> August Independence Day

**List of Reference Books/ Magazine/ Any other Reference Material:**

- Business Law – P.C. Tulsian
- Elements of mercantile Law – N.D.Kapoor
- Business Law – SS Gulshan
- Company Law – Dr.Avtar Singh
- Indian contract Act – Dr.Avtar Singh



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mr. Hemant Solanki    Department: BMS    Program : FY BMS**

**Course: Business Statistics                      Semester: I                      Division: A and B                      No. of lectures (per week): 8**

### **TEACHING OBJECTIVES:**

- To understand the basics of statistics and organizing of data in presentation format
- To understand the various tools used in statistics
- To understand the knowledge of probability and the standard statistical distribution

**Term dates: 1<sup>st</sup> Term – JUNE 2022 TO OCT 2022**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem I</b>	June	30	04	-	15	-	15	12	Introduction to Statistics, Measures of Dispersion, Linear Regression	Worksheets whiteboard, Practice questions
	July	31	05	-	26	-	26	-	Measures of Dispersion, and Linear Regression	whiteboard, practice questions
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Probability and Decision Theory	PPT whiteboard, Practice questions
	Sept	30	04	04	21	-	21	03	Time Series and Index Number.	Worksheet and WhiteBoard
	Oct	31	05	01	05	13	18	06	Revision/Theory Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/ Magazine/ Any other Reference Material:**

- Statistics of Management , Richard Levin & David S. Rubin, Printice Hall of India , New Delhi.
- Statistics for Business & Economics, David R Anderson, Dennis J Sweney, Thopmson Publication.
- Fundamental of Statistics, S C Gupta, Himalya Publication House.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Priya Malhotra Department: BMS Program BMS**

**Course: Foundation Course I**

**Semester: I**

**Division: A and B**

**No. of lectures (per week): 6**

### **TEACHING OBJECTIVES:**

- To help the learner understand the interdisciplinary approach of the social fabric.
- To sensitize learners on the socio-economic concerns in India with a specific focus on the issues of the youth.
- To help learners articulate their views on contemporary social issues.



**Term dates: 1<sup>st</sup> Term – JUNE 2022 TO OCT 2022**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem I</b>	June	30	04	-	15	-	15	12	Indian Society – Unity in Diversity and conflicts	PPT , Role play, Case Study
	July	31	05	-	26	-	26	-	Social issues and problem	Case Study, PPT, Group Discussion
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	The Indian Constitution/	Group discussion, Case Study, PPT
	Sept	30	04	04	21	-	21	03	Significant Aspects of Political Processes	Case Study, PPT, Group Discussion
	Oct	31	05	01	05	13	18	06	Revision /Theory Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/ Magazine/ Any other Reference Material:**

- Social and Economic Problems in India, Naseem Azad, R Gupta Pub ( 2011)
- Indian Society and Culture, Vinita Padey, Rawat Pub (2016)
- Social Problems in India, Ram Ahuja, Rawat Pub (2014)
- Faces of Feminine in Ancient , medieval and Modern India, Mandakranta Bose Oxford University
- National Humana rights commission- disability Manual



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Divya Shetty**

**Department: BMS**

**Program: FY BMS**

**Course: Foundation of Human Skills**

**Semester: I**

**Division: A and B**

**No. of lectures (per week): 6**

### **TEACHING OBJECTIVES:**

- To understand individual differences and factors that affect the same
- To ensure clarity in understanding different types of personality and the theories related to the same
- To distinguish between the intelligence, emotional and spiritual quotient at workplace.

**Term dates: 1<sup>st</sup> Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem I</b>	June	30	04	-	15	-	15	12	Understanding of Human Nature	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Introduction to Group Behaviour	Group discussion, Case Study, video, PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Organizational Culture and Motivation at workplace, Organizational Creativity and Development and Work Stress	PPT , Case Study, video, Group discussion
	Sept	30	04	04	21	-	21	03	Understanding of Human Nature	PPT , Case Study, video
	Oct	31	05	01	05	13	18	06	Revision/ Theory Exam	
	<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>

\*15<sup>th</sup> August Independence Day

**List of Reference Books/ Magazine/ Any other Reference Material:**

- Organisational behaviour, S.Robbins, Prentice Hall
- Organisational behaviour, John W.Newstrom and Keith Davis, Tata McGrawhill
- Organisational behaviour, Fred Luthans, McGrawhill,Newyork
- Organisational behaviour, K.Aswathappa, Himalaya Publishing House.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mr. Yogesh Kumar Vaishya      Department: BMS      Program: FY BMS**

**Course: Introduction to Financial Accounting      Semester: I.      Division: A and B      No. of lectures (per week): 8**

### **TEACHING OBJECTIVES:**

- To understand the basic concept of bookkeeping
- To impart knowledge on the passing of journal entries and converting the journal entries into a ledger
- To learn the concept of depreciation and its application

**Term dates: 1<sup>st</sup> Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem I</b>	June	30	04	-	15	-	15	12	Introduction to Accounting	whiteboard, worksheet
	July	31	05	-	26	-	26	-	Accounting Transactions	Worksheet, Whiteboard
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Depreciation Accounting & Trial Balance	PPT, Whiteboard Worksheet
	Sept	30	04	04	21	-	21	03	Final Account	Whiteboard
	Oct	31	05	01	05	13	18	06	Revision/ Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/ Magazine/ Any other Reference Material:**

- Financial Accounts (a managerial emphasis): By Ashok Banerjee – Excel books
- Fundamental of Accounting and Financial Analysis: By Anil Choudhary (Pearson education)
- Indian Accounting Standards and IFRS for non-financial executives: By T.P. Ghosh– Taxman
- Financial Accounting for Business Managers: By Ashish K. Bhattacharya.
- Introduction to Accountancy by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi



# Semester II



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

ACADEMIC CELL

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Swati Mukund**

**Department: BMS**

**Program: FY BMS**

**Course: Business Communication II**

**Semester: II**

**Division: A and B**

**No. of lectures (per week): 6**

### **TEACHING OBJECTIVES:**

- To understand the effective use of PowerPoint presentation
- To understand the relevance and importance of conducting meetings
- To teach the formats of letter writing

**Term dates: 2<sup>nd</sup> Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	Presentation Skills Group Communication	PPT , Case Study, Group Discussion
	Dec	31	04	01	21	-	21	05	Business Correspondence	Case Study, video,PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Language and Writing Skills	PPT , Work Sheet
	Feb	28	04	-	24	-	24	-	Presentation Skills Group Communication	PPT , Case Study, Group Discussion
	Mar	31	04	02	10	15	25	-	Exam/ Revision	
	April	30	04	04	-	22	22	-	Revision /Exam	
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

**List of Reference Books/ Magazine/ Any other Reference Material:**

- Agarwal, AnjuD(1989) A Practical Handbook for Consumers, IBH.
- Alien, R.K.(1970) Organisational Management through Communication.
- Ashley,A(1992) A Handbook Of Commercial Correspondence, Oxford University Press.
- Aswathapa, K (1991)OrganisationalBehaviour, Himalayan Publication, Mumbai.
- Atreya N and Guha (1994) Effective Credit Management, MMC School of Management, Mumbai.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Usha Rao**

**Department: BMS**

**Program: FY BMS**

**Course: Business Environment**

**Semester: II**

**Division: A and B**

**No. of lectures (per week): 6**

### **TEACHING OBJECTIVES:**

- To understand the nature and dynamics of business organizations
- To understand the impact of internal and external environmental factors on a business enterprise
- To sensitize the students on social responsibilities
- To introduce concepts of relevance and importance related to current trends in business enterprise.

**Term dates: 2<sup>nd</sup> Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	Introduction to Business Environment Political and Legal environment	PPT , Case Study, video
	Dec	31	04	01	21	-	21	05	Social and Cultural Environment	Case Study, video, PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Technological environment	Group discussion, PPT , Case Study, video
	Feb	28	04	-	24	-	24	-	Competitive Environment	Video , PPT
	Mar	31	04	02	10	15	25	-	Revision/ Exam	
	April	30	04	04	-	22	22	-	Revision/ Exam	
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mr. Hemant Solanki**

**Department: BMS**

**Program: FY BMS**

**Course: Business Mathematics**

**Semester: II**

**Division: A and B**

**No. of lectures (per week): 8**

### **TEACHING OBJECTIVES:**

- To understand the various concepts of financial mathematics such as simple interest, compound interest, annuity, permutation, and combination
- To understand the concept of calculus such as there are waiters and application of derivatives.
- To understand the concept of numerical analysis such as interpolation.

**Term dates: 2<sup>nd</sup> Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	Elementary Financial Mathematics	Whiteboard worksheet
	Dec	31	04	01	21	-	21	05	Matrices and Determinants	Practice sheet Whiteboard
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Numerical Analysis [Interpolation]	Whiteboard Worksheet
	Feb	28	04	-	24	-	24	-	Derivatives and Applications of Derivatives	PPT , worksheet
	Mar	31	04	02	10	15	25	-	Revision/ Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		



### **List of Reference Books/ Magazine/ Any other Reference Material**

- Mathematics for Economics and Finance, Martin Anthony, Norman Biggs, Cambridge lowprice editions, 2000.
- Business Mathematics, D.C. Sancheti, V.K. Kapoor, Sultan Chand & Sons Publications, 2006.
- Business Mathematics, J.K. Singh, 2009, Himalaya Publishing House.
- Mathematics for Business and Economics, J.D. Gupta, P.K. Gupta, Man Mohan, Tata McGrawHill Publishing Company Ltd.
- Mathematics of Finance 2nd Edition Schaum's Outline Series Peter Zima, Robert Browns Tata McGraw-Hill



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Priya Malhotra**

**Department: BMS**

**Program: FY BMS**

**Course: Foundation Course II**

**Semester: II**

**Division:A and B**

**No. of lectures (per week): 6**

### **TEACHING OBJECTIVES:**

- To understand the concepts of liberalization, privatization, and globalization
- To ensure that the students understand the concept of human rights with special reference to fundamental rights as stated in the constitution of India.
- To understand oneself and manage personal stress and conflict for harmonious interpersonal relationships.

**Term dates: 2<sup>nd</sup> Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	Globalization and Indian Society Human Rights	Case Study, video, PPT
	Dec	31	04	01	21	-	21	05	Understanding oneself	Case Study, PPT, video
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Stress management	PPT , Case Study, Group Discussion
	Feb	28	04	-	24	-	24	-	Conflict Management	Group Discussion, PPT
	Mar	31	04	02	10	15	25	-	Revision/ Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Ms. Divya Lalwani**

**Department: BMS**

**Program: FY BMS**

**Course: Principles of Marketing**

**Semester: II**

**Division: A and B**

**No. of lectures (per week): 6**

### **TEACHING OBJECTIVES:**

- To understand the place and contribution of marketing to the business enterprise.
- To understand major bases for segmenting consumer and business markets; define and be able to apply steps of target marketing: market segmentation and market positioning.
- Identify the costs and benefits of marketing channels; discuss the firms and the functions involved in typical channels.

**Term dates: 2<sup>nd</sup> Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	Introduction to Marketing	PPT, Case Study, video
	Dec	31	04	01	21	-	21	05	Marketing Environmental Research	Case Study, PPT, Group Discussion
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Consumer Behavior	Video, Case Study, PPT
	Feb	28	04	-	24	-	24	-	Marketing Mix	PPT, Case Study, video
	Mar	31	04	02	10	15	25	-	Marketing Research	Videos and PPT
	April	30	04	04	-	22	22	-	Revision/ Exam	
	May	31	05	01*	-	-	01*	31		
	<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>	

**List of Reference Books/ Magazine/ Any other Reference Material:**

- Kotlar, Philip, Marketing Management, Prentice Hall, New Delhi.
- Stanton, Etzel, Walker, Fundamentals of Marketing, Tata-McGraw Hill, New Delhi.
- Saxena, Rajan, Marketing Management, Tata-McGraw Hill, New Delhi.
- McCarthy, E.J., Basic Marketing: A managerial approach, Irwin, New York.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: MS. Kasturi Save**

**Department: BMS**

**Program: FY BMS**

**Course: Industrial Law**

**Semester: II**

**Division:A and B**

**No. of lectures (per week): 6**

### **TEACHING OBJECTIVES:**

- To introduce the nature of industrial dispute and the role of trade unions
- To understand the laws related to the health and safety of the employees.
- To familiarize the concept of provident funds and insurance

**Term dates: 2<sup>nd</sup> Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	Laws Related to Industrial Relations.	PPT, Case Study.
	Dec	31	04	01	21	-	21	05	Laws Related to Health,	Case Study, PPT, Group Discussion
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Laws Related To Compensation Management	PPT, Case Study.
	Feb	28	04	-	24	-	24	-	Law-related Safety and Welfare	Video and PPT
	Mar	31	04	02	10	15	25	-	Revision/ Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		



**List of Reference Books/ Magazine/ Any other Reference Material:**

- Industrial and Labour Laws, Dr. Sanjeev Kumar, Bharat Law HP Ltd
- Labour and Industrial Laws, S.N Misra, Central Law Publication
- Labour and Industrial Laws, P.K.Padhi, Eastern Economy Edition
- Commercial and Industrial Law, S.K. Dasgupta, Sterling Publishers Pvt. Ltd
- Industrial Law, Mr. N.D. Kapoor, Sultan Chand



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Divya Shetty**

**Department: BMS**

**Program: FY BMS**

**Course: Principles of Management**

**Semester: II**

**Division: A and B**

**No. of lectures (per week): 6**

### **TEACHING OBJECTIVES:**

- To introduce theories of learning on the evolution of levels of management
- To understand the process and limitations in decision-making
- To understand the structure and hierarchy of a business enterprise

**Term dates: 2<sup>nd</sup> Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	Nature of Management Planning and decision making	PPT , Case Study, video
	Dec	31	04	01	21	-	21	05	Organizing	Case Study, video, PPT Group Discussion
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Directing, Leadership, Co-ordination and Controlling	video, Role play, Case Study and PPT
	Feb	28	04	-	24	-	24	-	Controlling and Co-ordination	Video, Group discussion
	Mar	31	04	02	10	15	25	-	Revision/ Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

- Principles of Management, Ramasamy, Himalaya Publication, Mumbai
- Principles of Management, Tripathi Reddy, Tata Mc Graw Hill
- Management Text & Cases, VSP Rao, Excel Books, Delhi
- Management Concepts and OB, P S Rao & N V Shah, AjabPustakalay

# **Semester III**



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous) (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: DivyaLalwani**

**Department: BMS**

**Program: SY BMS**

**Course: Advertising**

**Semester: III**

**Division: B**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. To understand and examine the growing importance of advertising.
2. To understand the construction of an effective advertisement
3. To understand the role of advertising in contemporary scenarios.
4. To understand the future and career in advertising.

**Term dates: 3<sup>rd</sup> Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2022</b>	June	30	04	-	15	-	15	12	Introduction to Advertising, Budget, Evaluation.	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Current trends and careers in Advertising	Video, Group Discussion and PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Individual-Determinants of Consumer Behaviour	PPT , Case Study, Group Discussion
	Sept	30	04	04	21	-	21	03	Creativity in Advertising	Case Study, PPT
	Oct	31	05	01	05	13	18	06	Revision/ Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	.

\*15<sup>th</sup> August Independence Day

**List of Reference Books/Magazine/ Any other Reference Material:**

1. Belch, Michael, “Advertising and Promotion: An integrated marketing communications perspective” Tata Mcgraw Hill 2010
2. Mohan, Manendra “Advertising Management Concept and Cases”, Tata Mcgraw Hill 2008
3. Kleppner, Russell J; Thomac, Lane W , “Advertising Procedure”, Prentice Hall 1999
4. Shimp, Terence, “Advertising and promotion :An IMC Approach”, Cengage Learning 2007
5. Sharma, Sangeeta and Singh, Raghuvir “Advertising planning and Implementation”, Prentice Hall of India 2006
6. Clow, Kenneth E and Baack, Donald E “Integrated Advertising Promotion and Marketing





S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous) (Autonomous)**

### **ACADEMIC CELL**

#### **Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Usha Rao**

**Department: BMS**

**Program: SY BMS**

**Course: Consumer Behaviour**

**Semester: III**

**Division: B**

**No. of lectures (per week): 3**

#### **TEACHING OBJECTIVES:**

1. The objective of consumer behaviour analysis is to understand the attitudes of the consumer about a product. Their preferences, likes and dislikes lead to the further modernization of the sales strategies by the marketer.
2. To develop an understanding of the consumer decision-making and its applications in the Marketing function of a firm.
3. This course is meant to equip undergraduate students with basic knowledge about issues and dimensions of Consumer Behaviour.
4. Students are expected to develop the skill of understanding and analyzing consumer information and using it to create consumer-oriented marketing strategies.

**Term dates: 3<sup>rd</sup> Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2022</b>	June	30	04	-	15	-	15	12	Introduction To Consumer Behaviour	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Individual-Determinants of Consumer Behaviour	Case Study, group Discussion
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Environmental Determinants of Consumer Behaviour	PPT , videos
	Sept	30	04	04	21	-	21	03	Consumer decision making models and New Trends	Case study, PPT, Video
	Oct	31	05	01	05	13	18	06	Revision/ Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Schiffman, L.G., Kanuk, L.L., & Kumar, S.R. (2011). Consumer Behaviour. (10th ed.). Pearson.
2. Solomon, M.R. (2009). Consumer Behaviour – Buying, Having, and Being. (8th ed.) New Delhi: Pearson .
3. Blackwell, R.D., Miniard, P.W., & Engel, J. F. (2009). Consumer Behaviour. New Delhi: Cengage Learning.
4. Hawkins, D.I., Best, R. J., Coney, K.A., & Mookerjee, A. (2007). Consumer Behaviour – Building Marketing Strategy. (9th ed.). Tata McGraw Hill.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous) (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Hemant Solanki**

**Department: BMS**

**Program : SY BMS**

**Course: Corporate Finance**

**Semester: III**

**Division: A**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. To learn about various concepts of financial management.
2. To study the time value of money and its impact in depth
3. To help bringing the role of finance in maintaining the business

**Term dates: 3<sup>rd</sup> Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2022</b>	June	30	04	-	15	-	15	12	Introduction to Corporate Finance	worksheet, MS teams' white Board, PPT
	July	31	05	-	26	-	26	-	Capital Structure and Leverage	worksheet, MS teams' white Board
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Time Value of Money	PPT , worksheet, MS teams' white Board
	Sept	30	04	04	21	-	21	03	Mobilization of Funds	Whiteboard, PPT, worksheet
	Oct	31	05	01	05	13	18	06	Revision/ Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Foster, George Financial Statement Analysis, 2nd ed., Pearson Education Pvt Ltd
2. Damodaran, A. (2008). Damodaran on Valuation, Security Analysis for Investment and Corporate Finance
3. Chandra, P. (2011). Corporate Valuation and Value Creation, (1st ed). TMH
4. Weston, Chung, Hoag, Mergers, Restructuring and Corporate Control, Prentice Hall Of India. 5. M.Y. Khan



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)(Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Yogesh Kumar Vaishya**

**Department: BMS**

**Program: SY BMS**

**Course: Equity and Debt Market**

**Semester: III**

**Division: A**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- 1.To impart knowledge relating to types of shares and methods and legal aspects of the issue of shares.
2. This paper will enable the students to understand the evolution of various aspects of financial markets which in turn will help them in framing financial policies, developing financial instruments and processes and evolving strategies during crisis. The teaching will be done mainly through

**Term dates: 3<sup>rd</sup> Term – JUNE 2022 TO OCT 2022**

<b>Term</b>	<b>Month</b>	<b>No. of days in month</b>	<b>No. of Sundays</b>	<b>No. of Holidays</b>	<b>No. of Teaching days</b>	<b>No. of Exam days</b>	<b>No. of working days</b>	<b>Vacation</b>	<b>Remarks</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2022</b>	June	30	4	11	15	-	15	13	College re-opens 6 <sup>th</sup> June	Introduction to Financial Market	PPT , worksheet, MS teams' white Board
	July	31	4	1	26	-	26	-		Dynamics of Equity Market	worksheet, MS teams' white Board
	Aug	31	4+1* (Independence Day)	2	24	-	24+1* (Independence Day)	-		Players in Debt Markets	worksheet, MS teams' white Board, PPT
	Sept	30	4	4	22	-	22	5		Valuation of Equity & Bonds	worksheet, MS teams' white Board, PPT
	oct	31	5	3	7	16	23	6		Revision/ Exam	
<b>Subtotal</b>		<b>153</b>	<b>21+1*</b>	<b>21</b>	<b>94</b>	<b>16</b>	<b>110+1*</b>	<b>24</b>			

\*15<sup>th</sup> August Independence Day



**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Allen, Larry (1750-2000). The Global Financial System.
2. Ian H. Giddy (1994). Global Financial Markets. Houghton Mifflin.
3. Saunders, Anthony & Cornett, Marica Millon. Financial markets & institutions: A modern
4. LM Bhole. Financial institutions & markets: Structure, growth & innovations. TMH (5th ed.)



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous) (Autonomous)**

### **ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Divya Shetty**

**Department: BMS**

**Program: SY BMS**

**Course: Motivation & Leadership**

**Semester: III**

**Division: B**

**No. of lectures (per week): 3**

#### **TEACHING OBJECTIVES:**

1. To gain knowledge of the leadership strategies for motivating people and changing organizations
2. To study how leaders facilitate group development and problem-solving and work through problems and issues as well as transcend differences.
3. To acquaint the students with practical approaches to Motivation and Leadership & their application in the Indian context

**Term dates: 3<sup>rd</sup> Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2022</b>	June	30	04	-	15	-	15	12	Motivation -I	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Motivation -II	Group discussion, Case Study, video
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Leadership-I	PPT , Case Study, Group Discussion
	Sept	30	04	04	21	-	21	03	Leadership-II	PPT , Case Study, Group Discussion
	Oct	31	05	01	05	13	18	06	Revision/ Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Personnel Management and Industrial relations – P. C. Shejwalkar and S. B. Malegaonkar
2. Labour Management relations in India – K.M. Subramanian
3. Trade Unionism Myth and Reality, New Delhi, Oxford University Press, 1982



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous) (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Swati Mukund**

**Department: BMS**

**Program: SY BMS**

**Course: Recruitment & Selection**

**Semester: III**

**Division: B**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. The objective is to familiarize the students with concepts and principles, procedures of Recruitment and Selection in an organization.
2. To give an in-depth insight into various aspects of Human Resource management and make them acquainted with practical aspects of the subject.

**Term dates: 3<sup>rd</sup> Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2022</b>	June	30	04	-	15	-	15	12	Hiring Process	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Selection	Role play, PPT Case Study
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Placement and Induction	Case Study, Group Discussion, PPT
	Sept	30	04	04	21	-	21	03	Soft Skills	Case Study, Group Discussion, PPT
	Oct	31	05	01	05	13	18	06	Revision	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Dipak Kumar Bhattacharya - Human Resource Management
2. Arun Monappa- Managing Human Resource.
3. C.B. Memoria -Personnel Management
4. Armstrong, Michael & Baron Angela. (2005). Handbook of Strategic HRM (1st ed.). New Delhi: Jaico



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous) (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Vahid Kapadia**

**Department: BMS**

**Program: SY BMS**

**Course: Information Technology in Business Management-I Semester: III Division: A/B No. of lectures (per week): 6**

### **TEACHING OBJECTIVES:**

1. To learn basic concepts of Information Technology, its support, and its role in Management, for managers.
2. To understand basic concepts of Email, Internet and websites, domains and security therein.
3. To recognize security aspects of IT in business, highlighting electronic transactions, and advanced security features.



**Term dates: 3<sup>rd</sup> Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2022</b>	June	30	04	-	15	-	15	12	Cyber law and IT act	PPT , videos
	July	31	05	-	26	-	26	-	Office Automation using MS-Office	Video, Worksheet
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Email, Internet and its Applications/ E-Security	Worksheet, Video, PPT
	Sept	30	04	04	21	-	21	03	Revision	
	Oct	31	05	01	05	13	18	06	Theory Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Information Technology for Management, 6TH ED (With CD ) By Efraim Turban, Dorothy Leidner, Ephraim Mclean, James Wetherbe (Ch1, Ch2)
2. Microsoft Office Professional 2013 Step by Step By Beth Melton, Mark Dodge, Echo Swinford, Andrew
3. Tata McGraw Hill Joseph, P.T. : E-commerce An Indian Perspective (Ch-13,Ch-14)
4. Computer Viruses and Related Threats: A Management Guide (Ch-2, Ch-3) By John P. Wack, Lisa J.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous) (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Supriya Shetty/Kalpana Shah Department: BMS**

**Program: SY BMS**

**Course: Foundation Course –III Environmental Management Semester: III Division: A/B No. of lectures (per week): 6**

### **TEACHING OBJECTIVES:**

1. To learn about various Environmental Concepts
2. To study Environment degradation and its impact in depth
3. To help in bring Sustainability and role of business in maintaining sustainability
4. To foster Innovations in business- an environmental Perspective

**Term dates: 3<sup>rd</sup> Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2022</b>	June	30	04	-	15	-	15	12	Environmental Concepts	PPT, Case Study, video
	July	31	05	-	26	-	26	-	Environment degradation	Case Study, video, PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Sustainability and role of business / Innovations in business- an environmental Perspective	Group Discussion, PPT, Case Study, video
	Sept	30	04	04	21	-	21	03	Revision	
	Oct	31	05	01	05	13	18	06	Theory Exam	
	<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-

\*15<sup>th</sup> August Independence Day

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Environment Management, N.K. Uberoi , Excel Books, Delhi
2. Environmental Management - Text & Cases, Bala Krishnamoorthy, Prentice Hall of India
3. Environmental Management- National and global Perspectives, Swapan C. Deb, JAICO
4. Environmental Management, Dr.Anand S. Bal, Himalaya Publishing House
5. Environmental Priorities in India, Khoshoo, Environmental Society (N.Delhi)



## **R. A. Podar College of Commerce & Economics (Autonomous) (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Divya Shetty**

**Department: BMS**

**Program: SY BMS**

**Course: Business Planning & Entrepreneurial Management Semester: III Division: A/B No. of lectures (per week): 6**

### **TEACHING OBJECTIVES:**

1. Entrepreneurship is one of the major focus areas of the discipline of Management. This course introduces Entrepreneurship to budding managers.
2. To develop entrepreneurs & to prepare students to take responsibility of full line of management function of a company with special reference to the SME sector.

**Term dates: 3<sup>rd</sup> Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2022</b>	June	30	04	-	15	-	15	12	Foundations of Entrepreneurship Development	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Types & Classification Of Entrepreneurs	Case Study, Group Discussion
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Entrepreneur Project Development & Business Plan	video , Case Study, Group Discussion
	Sept	30	04	04	21	-	21	03	Venture Development	video , Case Study, Group Discussion
	Oct	31	05	01	05	13	18	06	Revision/ Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/ Magazine/ Any other Reference Material**

1. Dynamics of Entrepreneurial Development Management - Vasant Desai, Himalaya Publishing House.
2. Entrepreneurial Development - S.S. Khanna
3. Entrepreneurship & Small Business Management - CL Bansal, Haranand Publication





S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous) (Autonomous)**

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

**Teacher's Name:** Yogeshkumar Vaishya

**Department:** BMS

**Program:** SY BMS

**Course:** Accounting for Managerial Decisions

**Semester:** III

**Division:** A/B

**No. of lectures (per week):** 6

### **TEACHING OBJECTIVES:**

- To acquaint management learners with basic accounting fundamentals.
- To develop financial analysis skills among learners.
- To impart knowledge in learners to make decisions by using various management accounting tools
- The course aims at explaining the core concepts of business finance and its importance in managing a business

**Term dates: 3<sup>rd</sup> Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2022</b>	June	30	04	-	15	-	15	12	Analysis and Interpretation of Financial statements	PPT , Teams White Board and work sheet
	July	31	05	-	26	-	26	-	Ratio analysis and Interpretation	Teams White Board and work sheet
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Cash flow statement	Practice Questions, MS Teams White Board and work sheet
	Sept	30	04	04	21	-	21	03	Working capital	Practice Questions, MS Teams White Board, and work sheet
	Oct	31	05	01	05	13	18	06	Revision/ Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Srivastava R M, Essentials of Business Finance, Himalaya Publications
2. Anthony R N and Reece JS. Accounting Principles ,HoomwoodIllinos , Richard D. Irvin
3. Bhattacharya SK and Dearden J. - Accounting for Management. Text and Cases , New Delhi.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous) (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Hemant Solanki**

**Department: BMS**

**Program: SY BMS**

**Course: Strategic Management**

**Semester: III**

**Division: A/B**

**No. of lectures (per week): 6**

### **TEACHING OBJECTIVES:**

1. To expose students to various perspectives and concepts in the field of Strategic Management
2. The course would enable the students to understand the principles of strategy formulation, implementation and control in organizations.
3. To help students develop skills for applying these concepts to the solution of business problems
4. To help students master the analytical tools of strategic management

**Term dates: 3<sup>rd</sup> Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2022</b>	June	30	04	-	15	-	15	12	Introduction to Business policy and Strategic management	Case Study, PPT, Video
	July	31	05	-	26	-	26	-	Strategy Formulation	PPT , Case Study, video
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Strategic Implementation	Video, PPT, Case study
	Sept	30	04	04	21	-	21	03	Strategic Evaluation & Control	Video, PPT, Case study
	Oct	31	05	01	05	13	18	06	Theory Exam/ Revision	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Kazmi Azhar, Business Policy & Strategic Management, Tata McGraw Hill.
2. P.K. Ghosh : Business Policy , Strategy , Planning and Management
3. Christensen , Andrews Dower: Business Policy- Text and Cases
4. William F. Gkycj : Business Policy – Strategy Formation and Management Action
5. Bongee and Colonan : Concept of Corporate Strategy

# **Semester IV**



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Vahid Kapadia**

**Department: BMS**

**Program: SY BMS**

**Course: Information Technology in Business Management -II**

**Semester: IV**

**Division: B**

**No. of lectures (per week):6**

### **TEACHING OBJECTIVES:**

1. To understand Managerial decision making and to develop perception of the major functional areas of MIS.
2. To learn Outsourcing concepts, BPO/KPO industries and their structure.



**Term dates: 4<sup>th</sup> Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>IV 2022-23</b>	Nov	30	04	01	21	-	21	06	MIS and Subsystems	PPT , Case Study
	Dec	31	04	01	21	-	21	05	Introduction to databases and data warehouse / Outsourcing	Case Study, video
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Outsourcing	PPT , Case Study, video
	Feb	28	04	-	24	-	24	-	Revision/ Exam	
	Mar	31	04	02	10	15	25	-		
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

Reference Book :

- Information Technology for Management, 6<sup>TH</sup> ED (With CD) By Efraim Turban,
- Dorothy Leidner, Ephraim Mclean, James Wetherbe (Ch1, Ch2)
- Microsoft Office Professional 2013 Step by Step By Beth Melton, Mark Dodge.
- Tata McGraw Hill Joseph, P.T. : E-commerce An Indian Perspective.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Divya Shetty**

**Department: BMS**

**Program: SY BMS**

**Course: Ethics and Governance**

**Semester: IV**

**Division: A/B**

**No. of lectures (per week):6**

### **TEACHING OBJECTIVES:**

1. To understand the significance of ethics and practices in business which are indispensable for the progress of the country.
2. To study the ethical business practices, CSR and Corporate practices by various Organisations.

**Term dates: 4<sup>th</sup> Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>IV 2022-23</b>	Nov	30	04	01	21	-	21	06	Introduction to Ethics and Business Ethics	PPT , Case Study, video
	Dec	31	04	01	21	-	21	05	Ethics in Marketing, Finance and HRM	Group Discussion, Case Study, Role Play
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Corporate Governance	PPT , Case Study
	Feb	28	04	-	24	-	24	-	CSR	Case Study, PPT, Group Discussion
	Mar	31	04	02	10	15	25	-	Revision/ Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

**Reference Book :**

- Laura P. Hartman, Joe DesJardins, Business Ethics, Mcgraw Hill, 2<sup>nd</sup> Edition
- Fernando, Business Ethics – An Indian Perspective, Pearson, 2010
- Joseph DesJardins, An Introduction to Business Ethics, Tata McGraw Hill, 2<sup>nd</sup> Edition
- Richard T DeGeorge, Business Ethics, Pearson, 7<sup>th</sup> Edition



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mahesh Deshpande**

**Department: BMS**

**Program: SY BMS**

**Course: Business Economics-II**

**Semester: IV**

**Division: A and B**

**No. of lectures (per week):6**

### **TEACHING OBJECTIVES:**

1. Understand the fundamental principles and models of modern economics.
2. Be able to use mathematical models to analyse behaviour.
3. Be able to supply advanced, modern econometric methods for the analysis of data.

**Term dates: 4<sup>th</sup> Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>IV 2022-23</b>	Nov	30	04	01	21	-	21	06	Macroeconomic Data and Theory	Case Study, PPT, video
	Dec	31	04	01	21	-	21	05	Money Inflation and policy	Video, Case Study, PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Fiscal policy and Its Instruments	PPT , Case Study, video
	Feb	28	04	-	24	-	24	-	Open Economy and Theory	Case Study, PPT, video
	Mar	31	04	02	10	15	25	-	Revision/ Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	<b>-</b>	<b>-</b>

**Reference Book :**

- Ackley. G (1976), Macro Economic Theory and Policy, Macmillan Publishing Co. New York.
- Ahuja. H.L., Modern Economics — S.Chand Company Ltd. New Delhi.
- Blanchard Olivier (2000), Macro Economics, Englewood Elitt, Prentice Hall
- Bouman John, Principles of Macro Economic





S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Ms.Bhuvneshwari . R**

**Department: BMS**

**Program: SY BMS**

**Course: Business Research Methodology**

**Semester: IV**

**Division: A and B**

**No. of lectures (per week):6**

### **TEACHING OBJECTIVES:**

1. To describe the need and importance of Training and Development in industry
2. To discuss the basic concepts and techniques for solving a particular problem and identify appropriate solution

Term dates: 4 <sup>th</sup> Term – Nov 2022 to Apr 2023										
Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
IV 2022-23	Nov	30	04	01	21	-	21	06	Introduction to Business Method	PPT , Case Study
	Dec	31	04	01	21	-	21	05	Data Collection and processing	Worksheet, PPT Video
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Data analysis and Interpretation	PPT , Case Study, Worksheet
	Feb	28	04	-	24	-	24	-	Advanced techniques in report writing	Case Study, PPT, Worksheet
	Mar	31	04	02	10	15	25	-	Revision/ Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

**Reference Book :**

- Marketing Research- Text and Cases Harper W. Boyd Jr. , Ralph Westfall.
- Research methodology in Social sciences, O.R.Krishnaswamy, Himalaya Publication
- Business Research Methods, Donald R Cooper, Pamela Schindler, Tata McGraw Hill



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mr. Yogesh Kumar /Ms.N.Usha Rao**

**Department: BMS**

**Program: SY BMS**

**Course: Production and Total Quality Management**

**Semester: IV**

**Division: A and B.**

**No. of lectures (per week):6**

### **TEACHING OBJECTIVES:**

1. To make the learner evaluate and analysis by using various productivity tools.
2. To enable the learner to understand the cost of quality and its evaluation techniques.

Term dates: 4 <sup>th</sup> Term – Nov 2022 to Apr 2023										
Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>IV 2022-23</b>	Nov	30	04	01	21	-	21	06	Production management	Case Study,PPT, video
	Dec	31	04	01	21	-	21	05	Material management	Case Study, PPT, video
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Basics of TQM	PPT , Case Study, video
	Feb	28	04	-	24	-	24	-	Improvements strategies and certification	Worksheet, Case Study, video
	Mar	31	04	02	10	15	25	-	Theory Exam/ Revision	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

**Reference Book:**

- Production and Operations Management: R. Paneerselvam .
- Production (Operations) Management: L.C. Jhamb
- K. Ashwathappa and K .Shridhar Bhatt ; Production and Operations management.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Ms. Swati Mukund Department: BMS**

**Course: Rural Marketing    Semester: IV    Division: B.    No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. To make students understand about the concepts of 4ps and 4As with reference to rural marketing.
2. It also focuses on understanding and contributing to the emerging challenges in the upcoming global economic scenario.

Term dates: 4 <sup>th</sup> Term – Nov 2022 to Apr 2023										
Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
IV 2022-23	Nov	30	04	01	21	-	21	06	Introduction to marketing	PPT , Case Study, video
	Dec	31	04	01	21	-	21	05	Rural marketing	Case Study, PPT, Group Discussion
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Rural marketing mix	Video, Case Study, PPT
	Feb	28	04	-	24	-	24	-	Rural marketing strategies	Case Study, PPT, Group Discussion
	Mar	31	04	02	10	15	25	-	Theory Exam/ Revision	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

**Reference Book :**

- Badi & Badi : Rural Marketing
- Mamoria, C.B. & Badri Vishal : Agriculture problems in India
- Arora, R.C. : Integrated Rural Development



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Divya lalwani    Department: BMS**

**Course: Integrated Marketing Communications    Semester: IV    Division: B    No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. Helps in building and create awareness for your brand.
2. Helps the students to communicate information about the product.

Term dates: 4 <sup>th</sup> Term – Nov 2022 to Apr 2023										
Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
IV 2022-23	Nov	30	04	01	21	-	21	06	Introduction to IMC	PPT , video
	Dec	31	04	01	21	-	21	05	Elements of IMC-I	Case Study, PPT, video
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Elements of IMC-II	Video, PPT, Case Study
	Feb	28	04	-	24	-	24	-	Evaluation in marketing communication.	Group Discussion, PPT , Case Study, video
	Mar	31	04	02	10	15	25	-	Revision/ Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

**Reference Book:**

- Belch, Michael, Belch, George “Advertising and Promotion: An integrated marketing Communications perspective” Tata Mcgraw Hill 2010
- Clow ,Kenneth E ;Baack, Donald E “Integrated Advertising Promotion and Marketing Communication”,Pearson Edu 2014
- Duncan, Tom, “Principles of Advertising and IMC”,Tata Mcgraw Hill Pub 2006





S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mr. Yogesh kumar Vaishya/ Mr.Mukesh Ramina**     **Department: BMS**

**Program: SY BMS**

**Course: Corporate Restructuring**

**Semester:IV**

**Division:A**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. To impart knowledge relating to redemption of preference share.
2. To impart knowledge relating buy-back of equity shares.
3. To discuss the basic concepts and techniques for solving a particular problem and identify appropriate solution

Term dates: 4 <sup>th</sup> Term – Nov 2022 to Apr 2023										
Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>IV 2022-23</b>	Nov	30	04	01	21	-	21	06	Corporate Restructuring	Worksheet, PPT, White board
	Dec	31	04	01	21	-	21	05	Accounting of internal Reconstruction	White board, Excelsheet, PPT , Worksheet
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Accounting For External Reconstruction.	PPT , White board
	Feb	28	04	-	24	-	24	-	Impact of Reorganization of the company.	PPT , Worksheet
	Mar	31	04	02	10	15	25	-	Revision/ Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

**Reference Book:**

- Ramanujam : Mergers et al, LexisNexis Butterworths Wadhwa Nagpur
- Ray : Mergers and Acquisitions Strategy, Valuation and Integration, PH
- Advanced Accounts Shukla and Grewal S. Chand and Co. (P) Ltd., New Delhi
- Advanced accountancy R.L. Gupta and M. Radhaswamy S. Chand and Co. (P) Ltd., New



## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mr. Vinayak Joshi**

**Department: BMS**

**Program: SY BMS**

**Course: Financial institution and Markets**

**Semester: IV**

**Division: A**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. To inculcate understanding relating to managing of financial system.
2. To introduce the Foreign Exchange Market to enable the student to understand the concept.

Term dates: 4 <sup>th</sup> Term – Nov 2022 to Apr 2023										
Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>IV 2022-23</b>	Nov	30	04	01	21	-	21	06	Financial Institutions	Worksheet, PPT
	Dec	31	04	01	21	-	21	05	Financial Regulators & Institutions in India	Videos, PPT, Worksheet
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Financial Markets	PPT , Case Study, video
	Feb	28	04	-	24	-	24	-	Managing Financial Systems Design	Case Study, video, PPT
	Mar	31	04	02	10	15	25	-	Revision/ Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

**Reference Book :**

- M. Bhole, Financial Institutions and Markets, TATA McGraw Hill
- V. A. Avadhani, Marketing of Financial Services, Himalaya Publishers, Mumbai
- Vasant Desai, Indian Financial Systems, Himalaya Publishers
- Gordon and Natarajan, Financial Services, Himalaya Publishers
- Meir Khan, Financial Institutions and Markets, Oxford Press



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Ms. Priya Malhotra.**

**Department: BMS**

**Program: SY BMS**

**Course:** Training and Development

**Semester:** IV

**Division:** B

**No. of lectures (per week):** 3

### **TEACHING OBJECTIVES:**

1. To describe the need and importance of Training and Development in industry
2. To discuss the basic concepts and techniques for solving a particular problem and identify appropriate solution

Term dates: 4 <sup>th</sup> Term – Nov 2022 to Apr 2023										
Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>IV 2022-23</b>	Nov	30	04	01	21	-	21	06	Training Objectives, Scopes, Importance	PPT , Case Study, video
	Dec	31	04	01	21	-	21	05	Overview of Development	Case Study, PPT, video
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Concept of Management Development	Case Study, Group Discussion, PPT
	Feb	28	04	-	24	-	24	-	Performance Measurement	PPT , Case Study, Group Discussion
	Mar	31	04	02	10	15	25	-	Revision/ Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

**Reference Book :**

- Employee Training And Development – Raymond Noe
- Every Trainers Handbook- Devendra Agochia
- 360 Degree Feedback, Competency Mapping And Assessment Centre- Radha Sharma



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Kalpana Shah**

**Department: BMS**

**Program: SY BMS**

**Course: Change Management**

**Semester: IV**

**Division: B**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. The objectives of this paper is to prepare students as organizational facilitators using the knowledge and techniques

<b>Term dates: 4<sup>th</sup> Term – Nov 2022 to Apr 2023</b>										
<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>IV 2022-23</b>	Nov	30	04	01	21	-	21	06	Introduction of Change Management	PPT , Case Study, video
	Dec	31	04	01	21	-	21	05	Impact of Change Management	Case Study, Group Discussion
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Resistance to Change Management	Video, PPT , Case Study
	Feb	28	04	-	24	-	24	-	Effective Implementation of Change	PPT , Case Study, Group Discussion
	Mar	31	04	02	10	15	25	-	Revision/ Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

**Reference Book:**

- Kavita Singh- Organization change
- S.K. Bhatia- Organisational Change
- K.Ashwathapa- Management & OB, HRM.
- Radha Sharma- Training & Development



# Semester V



**S.P. Mandali's**

**R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Viren C Dayal**

**Department: BMS**

**Program: TY BMS**

**Course: Logistics and Supply Chain Management**

**Semester: V**

**Division: A & B**

**No. of lectures (per week): 6**

**TEACHING OBJECTIVES:**

- To enable the students to increase efficiency with minimum inventory.
- To enable the students to handle unexpected events.
- To enable the students to Reduce Transportation and Logistics Cost and improve quality.

**Term dates: 5th Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem V 2022-23</b>	June	30	04	-	15	-	15	12	Overview of Logistics and Supply Chain Management	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Elements of Logistics Mix	Group discussion, PPT , Case Study, video
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Inventory Management, Logistics Costing, Performance	Case Study, PPT, video
	Sept	30	04	04	21	-	21	03	Recent Trends in Logistics and Supply Chain Management	Case Study, PPT, video
	Oct	31	05	01	05	13	18	06	Revision/ Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

**List of Reference Books/Magazine/ Any other Reference Material:**

- David Simchi Levi, Philip Kaminshy, Edith Simchi Levi, Designing & Managing the Supply Chain -Concepts, Strategies and Case Studies Logistics Donald Waters, An Introduction to Supply Chain
- Martin Christopher, Logistics & Supply Chain Management - Strategies for Reducing Cost &ImprovingServices
- Vinod Sople, Logistic Management - The Supply Chain Imperative
- Donald J Bowersox & David J Closs, Logistic Management - The Integrated Supply Chain Process



**S.P. Mandali's**

**R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Usha Rao**

**Department: BMS**

**Program: TY BMS**

**Course: Corporate Communication & Public Relations Semester: V Division: A & B No. of lectures (per week): 6**

**TEACHING OBJECTIVES:**

- To enable the students to understand what corporate communication is, what its role in corporations is, and the different perspectives on corporate communication.
- To enable the student to understand key concepts of corporate communication and public relations.
- To ensure the students know key theories of corporate communications and public relations.

<b>Term dates: 5th Term – JUNE 2022 TO OCT 2022</b>										
<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem V 2022-23</b>	June	30	04	-	15	-	15	12	Foundation of Corporate Communication	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Understanding Public Relations	Case Study,PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Functions of Corporate Communication and Public Relations	Group Discussion, Case Study, PPT
	Sept	30	04	04	21	-	21	03	Emerging Technology in Corporate Communication	Group Discussion, Case Study, PPT
	Oct	31	05	01	05	13	18	06	Theory Exam/ Revision	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/Magazine/ Any other Reference Material:**

- Richard R. Dolphin, The Fundamentals of Corporate Communication
- Joep Cornelissen, Corporate Communications: Theory and Practice
- James L. Horton, Integrating Corporate Communication: The Cost Effective Use of Message & Medium



**S.P. Mandali's**

**R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Vallabhan Narayanan**

**Department: BMS**

**Program: TY BMS**

**Course: Investment Analysis and Portfolio Management**

**Semester: V**

**Division: A**

**No. of lectures (per week): 3**

**TEACHING OBJECTIVES:**

- To help the learner select the best investment options as per one's income, age, time horizon and risk appetite.
- To understand Capital appreciation.
- To enable the learner to maximize returns on investment.

<b>Term dates: 5th Term – JUNE 2022 TO OCT 2022</b>										
<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem V 2022-23</b>	June	30	04	-	15	-	15	12	Introduction to Investment Environment	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Risk - Return Relationship	Worksheet, PPT , Whiteboard
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Portfolio Management and Security Analysis	White Board, worksheet, PPT
	Sept	30	04	04	21	-	21	03	Theories, Capital Asset Pricing Model and Portfolio Performance Measurement	worksheet, PPT
	Oct	31	05	01	05	13	18	06	Theory Exam/ Revision	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

\*15<sup>th</sup> August Independence Day



**List of Reference Books/Magazine/ Any other Reference Material:**

- Kevin. S, Security Analysis and Portfolio Management
- Donald Fischer & Ronald Jordon, Security Analysis & Portfolio Management
- Prasanna Chandra, Security Analysis & Portfolio Management
- Sudhindhra Bhatt, Security Analysis and Portfolio Management.



**S.P. Mandali's**

**R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Purvi Shah**

**Department: BMS**

**Program: TY BMS**

**Course: Commodities and Derivatives**

**Semester: V**

**Division: A**

**No. of lectures (per week): 3**

**TEACHING OBJECTIVES:**

- To ensure that the learner understands how to hedge his risks, diversifying his portfolio.
- To enable the learner to understand global diversification and hedging against inflation and deflation.
- To understand complex financial instruments that are used for various purposes, including hedging.

**Term dates: 5th Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem V 2022-23</b>	June	30	04	-	15	-	15	12	Introduction to Commodities Market and Derivatives Market	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Futures and Hedging	Case Study, PPT, video
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Options and Option Pricing Models	PPT , Case Study, video
	Sept	30	04	04	21	-	21	03	Trading, Clearing & Settlement In Derivatives Market and Types of Risk	Video, Worksheet, Case Study, PPT
	Oct	31	05	01	05	13	18	06	Theory Exam/ Revision	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/Magazine/ Any other Reference Material:**

- John C. Hull & Basu - Futures, options & other derivatives
- Robert McDonald, Derivatives market, Pearson education
- John Hull, Fundamentals of futures & options
- Ankit Gala & Jitendra Gala, Guide to Indian Commodity market, Buzzingstock publishing house



**S.P. Mandali's**

**R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Yogesh kumar Vaishya**

**Department: BMS**

**Program: TY BMS**

**Course: Wealth Management**

**Semester: V**

**Division: A**

**No. of lectures (per week): 3**

**TEACHING OBJECTIVES:**

- To provide an overview of various aspects related to wealth management.
- To study the relevance and importance of Insurance in wealth management.
- To acquaint the learners with issues related to taxation in wealth management.
- To understand various components of retirement planning.

Term dates: 5th Term – JUNE 2022 TO OCT 2022										
Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem V 2022-23</b>	June	30	04	-	15	-	15	12	Introduction	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Insurance Planning and Investment Planning	Video, Whiteboard, PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Financial Mathematics/ Tax and Estate Planning /	PPT , Worksheet, MS Teams Whiteboard
	Sept	30	04	04	21	-	21	03	Retirement Planning/ Income Streams & Tax Savings Schemes	Video, PPT, Case Study, Worksheet
	Oct	31	05	01	05	13	18	06	Revision/ Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/Magazine/ Any other Reference Material:**

- Harold Evensky, Wealth Management, McGraw Hill Publication
- NCFM, CFP, IIBF, etc, Wealth Management modules
- Harold Evensky, The new wealth Management, CFA Institute Investment Series Publication



**S.P. Mandali's**

**R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Vallaban Narayanan**

**Department: BMS**

**Program: TY BMS**

**Course: Risk Management Semester: V**

**Division: A**

**No. of lectures (per week): 3**

**TEACHING OBJECTIVES:**

- To ensure that the learner understands the management of risk and is consistent with and supports the achievement of the strategic and corporate objectives.
- To ensure that the learner Initiates action to prevent or reduce the adverse effects of risk.
- To ensure that the learner can understand statutory and legal obligations.

<b>Term dates: 5th Term – JUNE 2022 TO OCT 2022</b>										
<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem V 2022-23</b>	June	30	04	-	15	-	15	12	Introduction, Risk Measurement and Control	Case Study, video, PPT
	July	31	05	-	26	-	26	-	Risk Avoidance and ERM	PPT , Case Study, video
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Risk Governance and Assurance /	video, worksheet, PPT
	Sept	30	04	04	21	-	21	03	Risk Management in Insurance /Revision	video, worksheet, PPT
	Oct	31	05	01	05	13	18	06	Theory Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/Magazine/ Any other Reference Material:**

- Thomas S. Coleman, Quantitative Risk Management : A Practical Guide to Financial Risk
- Steve Peterson, Investment Theory and Risk Management
- Risk Management, M/s Macmillan India Limited
- Theory & Practice of Treasury Risk Management: M/s Taxman Publications Ltd





**S.P. Mandali's**

**R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Usha Rao**

**Department: BMS**

**Program: TY BMS**

**Course: Service Marketing**

**Semester: V**

**Division: B**

**No. of lectures (per week): 3**

**TEACHING OBJECTIVES:**

- To equip the students with requisite knowledge, skills and right attitude to provide effective service delivery.
- To develop competent management professionals with strong ethical values capable of assuming pivotal role in various sectors of the economy
- To identify the target segment and formulate the right marketing mix for customer satisfaction.
- Analyze the factors affecting business environment, study the failures and strategize recovery.
- To provide insights into the challenges and opportunities at national and global level.

**Term dates: 5th Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem V 2022-23</b>	June	30	04	-	15	-	15	12	Introduction of Services Marketing	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Key Elements of Services Marketing Mix	Case Study, PPT, Group discussion
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Managing Quality Aspects of Services Marketing /	PPT , Group discussion, Case Study, video
	Sept	30	04	04	21	-	21	03	Marketing of Services	Group discussion, PPT,
	Oct	31	05	01	05	13	18	06	Theory Exam/ Revision	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

**List of Reference Books/Magazine/ Any other Reference Material:**

- Valarie A. Zeuhaml & Mary Jo Bitner, Service Marketing, Tata McgrawHill, 6th Edition
- Christopher Lovelock, Jochen Wirtz, Jayanta Chatterjee, Service Marketing People, Technology, Strategy
- A South Asian Perspective , Pearson Education, 7th Edition
- Ramneek Kapoor, Justin Paul & Biplab Halder, Services Marketing-Concepts And Practices, Mcgraw Hill, 2011



**S.P. Mandali's**

**R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Ms. Divya Shetty**

**Department: BMS**

**Program: TY BMS**

**Course: Sales and Distribution Management**

**Semester: V Division: B**

**No. of lectures (per week): 3**

**TEACHING OBJECTIVES:**

- To understand the selling process.
- To know about the Key aspects of Sales management skills.
- To get familiar with the practical approaches in distribution channels.
- To understand about the evaluation in sales management performance.

<b>Term dates: 5th Term – JUNE 2022 TO OCT 2022</b>										
<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem V 2022-23</b>	June	30	04	-	15	-	15	12	Introduction	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Market Analysis and Selling	Case Study, video, PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Distribution Channel Management	PPT , Case Study, Group Discussion
	Sept	30	04	04	21	-	21	03	Evaluation, Ethics and Trends	Worksheet, Group discussion. PPT
	Oct	31	05	01	05	13	18	06	Theory Exam/ Revision	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/Magazine/ Any other Reference Material:**

- Nag, Sales and Distribution Management, Mcgraw Hill, 2013 Edition
- Richard R. Still, Edward W. Cundiff, Norman A.P. Govoni, Sales Management, Pearson Education, 5<sup>th</sup> edition.
- Krishna K. Havaldar, Vasant M. Cavale, Sales and Distribution Management – Text & Cases, Mcgraw Hill Education, 2nd Edition, 2011



**S.P. Mandali's**

**R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Bhuvneshwari . R**

**Department: BMS**

**Program: TY BMS**

**Course: E-Commerce and Digital Marketing**

**Semester: V**

**Division: B**

**No. of lectures (per week): 3**

**TEACHING OBJECTIVES:**

- To provide knowledge about E Commerce and to prepare the student for vocational competency including training and development of skill.
- To encourage the students to do content writing.
- To create awareness about the trends and future of E commerce and Digital marketing

**Term dates: 5th Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>SEM V 2022-23</b>	June	30	04	-	15	-	15	12	Introduction to E-commerce	PPT , Case Study, video
	July	31	05	-	26	-	26	-	E-Business & Applications	Video, PPT , Case Study
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Payment, Security, Privacy & Legal Issues in E-Commerce	PPT , Case Study.
	Sept	30	04	04	21	-	21	03	Digital Marketing	Group discussion, PPT, Video
	Oct	31	05	01	05	13	18	06	Theory Exam/ Revision	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

\*15<sup>th</sup> August Independence Day



**List of Reference Books/Magazine/ Any other Reference Material:**

- D Nidhi ,E-Commerce Concepts and Applications, ,Edn 2011, International Book house P.ltd
- Bajaj Kamlesh K,E-Commerce- The cutting edge of Business
- Whiteley David, E-Commerce Technologies and Applications-2013
- E-Business & E-Commerce Management 3rd Ed, Pearson Education



**S.P. Mandali's**

**R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Hemant Solanki**

**Department: BMS**

**Program: TY BMS**

**Course: Strategic Human Resource Management**

**Semester: V**

**Division: B**

**No. of lectures (per week): 3**

**TEACHING OBJECTIVES:**

- To encourage flexibility, innovation, and competitive advantage.
- To ensure that the learner develops a 'fit for purpose' organizational culture.
- To ensure that the learner is able to contribute to improving the business performance.

<b>Term dates: 5th Term – JUNE 2022 TO OCT 2022</b>										
<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem V 2022-23</b>	June	30	04	-	15	-	15	12	SHRM - An Overview	PPT , Case Study, video
	July	31	05	-	26	-	26	-	HR Strategies	Group discussion video, PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	HR Policies /	Role play, PPT, Group discussion
	Sept	30	04	04	21	-	21	03	Recent Trends in SHRM	Case study, Videos, Group discussion
	Oct	31	05	01	05	13	18	06	Theory Exam/ Revision	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/Magazine/ Any other Reference Material:**

- Michael Armstrong, Angela Baron, Handbook of Strategic HRM, Jaico publishing House
- Armstrong M.-Strategic Human Resource Management\_ A Guide to Action (2006)
- Strategic Human Resource Management, Tanuja Agarwal
- Strategic Human Resource Management, Jeffrey A. Mello



**S.P. Mandali's**

**R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Ms. Divya Shetty**

**Department: BMS**

**Program: TY BMS**

**Course: Finance for HR Professionals and Compensation**

**Semester: V**

**Division: B**

**No. of lectures (per week): 3**

**TEACHING OBJECTIVES:**

- To understand about the compensation plans.
- To understand the cost to the company.
- To know about the legal aspects of compensation

<b>Term dates: 5th Term – JUNE 2022 TO OCT 2022</b>										
<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem V 2022-23</b>	June	30	04	-	15	-	15	12	Compensation Plans and HR Professionals	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Incentives and Wages	Case Study, video,group discussion
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Compensation to Special Groups and Recent Trends	Case Study, video and Group discussion
	Sept	30	04	04	21	-	21	03	Ethical issues in Compensation	Group discussion, PPT
	Oct	31	05	01	05	13	18	06	Revision/ Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/Magazine/ Any other Reference Material:**

- Gary Dessler, Biju Varkkey, Human Resource Management, Pearson, 12th edition
- Mick Marchington and Adrian Wilkinson, Human Resource Management at Work IIIrd Edition,
- Shashi K. Gupta, Rosy Joshi, Human Resource Management, Kalyani Publishers



**S.P. Mandali's**

**R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Bhuvneshwari . R**

**Department: BMS**

**Program: TY BMS**

**Course: Performance Management and Career Planning Semester: V Division: B No. of lectures (per week): 3**

**TEACHING OBJECTIVES:**

- To understand the concept and process of performance management in organizations.
- To understand the importance and relevance of ethics in the performance management system.
- To understand the importance of Career Planning and Career Development in the organization.

**Term dates: 5th Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem V 2022-23</b>	June	30	04	-	15	-	15	12	Performance Management – An Overview	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Performance Management Process	Case Study, group discussion, PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Ethics, Under Performance and Key Issues in Performance	Group discussion, PPT , Case Study
	Sept	30	04	04	21	-	21	03	Career Planning and Development	Group discussion, Role play
	Oct	31	05	01	05	13	18	06	Theory Exam/ Revision	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	

\*15<sup>th</sup> August Independence Day

**List of Reference Books/Magazine/ Any other Reference Material:**

- Shashi K. Gupta, Rosy Joshi, Human Resource Management, Kalyani Publishers
- Armstrong, Michael, Baron, Performance Management, Jaico Publishers
- Robert Bacal, Performance Management, McGraw-Hill Education, 2007
- T.V. Rao, Performance Management and Appraisal Systems: HR Tools for Global





**S.P. Mandali's**

**R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Bhuvneshwari . R**

**Department: BMS**

**Program: TY BMS**

**Course: Industrial Relations**

**Semester: V**

**Division: B**

**No. of lectures (per week): 3**

**TEACHING OBJECTIVES:**

- To introduce various concepts related to Industrial Relations
- To sensitize the students about Industrial Dispute and various machinery to resolve Industrial dispute.
- To familiarize the students with the importance of Trade union and the process of Collective Bargaining
- To help students understand various laws governing Industrial Relations

**Term dates: 5th Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem V 2022-23</b>	June	30	04	-	15	-	15	12	Industrial Relations- An overview	PPT , Case Study, video
	July	31	05	-	26	-	26	-	Industrial Disputes	Case Study, Group discussion, PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Trade Unions and Collective Bargaining	PPT , Case Study, video
	Sept	30	04	04	21	-	21	03	Industrial Relations Related Laws in India	Group discussion, PPT, Case study
	Oct	31	05	01	05	13	18	06	Revision/ Exam	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

**List of Reference Books/Magazine/ Any other Reference Material:**

- Davar R S: Personnel Management and Industrial Relations in India
- Mamoria C B: Industrial Relations
- Charles Myeres: Industrial Relations in India
- Arun Monappa: Industrial Relations



**S.P. Mandali's**

**R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Divya Lalwani**

**Department: BMS**

**Program: TY BMS**

**Course: Customer Relationship Management**

**Semester: V**

**Division: B**

**No. of lectures (per week): 3**

**TEACHING OBJECTIVES:**

- To develop an understanding of the terms and benefits of CRM on a company's bottom line.
- To discuss the relevance, credibility, and value of the relationship management process.
- To analyze the different components of a CRM plan.
- To articulate their CRM goals.

**Term dates: 5th Term – JUNE 2022 TO OCT 2022**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem V 2022-23</b>	June	30	04	-	15	-	15	12	Introduction to Customer Relationship Management	PPT , Case Study, video
	July	31	05	-	26	-	26	-	CRM Marketing Initiatives, Customer Service and Data Management	Case Study, Group discussion, PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	CRM Strategy, Planning, Implementation and Evaluation	PPT , Case Study, video
	Sept	30	04	04	21	-	21	03	CRM New Horizons	Group discussion, PPT, Case study
	Oct	31	05	01	05	13	18	06	Theory Exam/ Revision	
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	

**List of Reference Books/Magazine/ Any other Reference Material:**

- Baran Roger J. & Robert J. Galka (2014), Customer Relationship Management: The Foundation of Contemporary Marketing Strategy, Routledge Taylor & Francis Group.
- Anderrson Kristin and Carol Kerr (2002), Customer Relationship Management, Tata McGraw Hill.
- Ed Peelen, Customer Relationship Management, Pearson Education
- Bhasin Jaspreet Kaur (2012), Customer Relationship Management, Dreamtech Press.
- Judith W. Kincaid (2006), Customer Relationship Management Getting it Right, Pearson
- Jill Dyché (2007), The CTM Handbook: A Business Guide to Customer Relationship Management, Pearson Education.
- Valarie A Zeithmal, Mary Jo Bitner, Dwayne D Gremler and Ajay Pandit (2010), Services Marketing
- Integrating Customer Focus across the Firm, Tata McGraw Hill.
- Urvashi Makkar and Harinder Kumar Makkar (2013), CRM Customer Relationship Management, McGraw Hill Education.

# **Semester VI**



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mr Hemant Solanki**

**Department: BMS**

**Program: TYBMS**

**Course: Operation Research**

**Semester: VI Division: A and B**

**No. of lectures (per week): 4**

### **TEACHING OBJECTIVES:**

- To help students to solve various problems practically.
- To make students proficient in case analysis and interpretation.
- To understand mathematical models used in Operations Research.
- To apply these techniques constructively to make effective business decisions and improve its quality.
- Identify optimum solution



Term dates: VIth Term – Nov 2022 to Apr 2023										
Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem VI 2022-23</b>	Nov	30	04	01	21	-	21	06	Introduction to Operations Research and Linear Programming	MS Teams whiteboard, worksheet
	Dec	31	04	01	21	-	21	05	Assignment and Transportation Models	Worksheet, MS Teams whiteboard
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Network Analysis	MS Teams whiteboard, worksheet
	Feb	28	04	-	24	-	24	-	Job Sequencing and Theory of Games.	whiteboard, MS Team, worksheet
	Mar	31	04	02	10	15	25	-	Revision/ Examination	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

**List of Reference Books/ Magazine/ Any other Reference Material:**

- Operations Research – An introduction 6th Edition , Taha H.A., Hall of India
- Operations Research Techniques for Management 7th Edition, Kapoor V.K., Sultan Chand & Sons
- Operations Research 9th Edition, Kantiswarup, Gupta P.K. & Sultan Chand & Sons Manmohan
- Operations Research 8th Edition, Sharma S.D., Kedarnath, Ramnath & Company
- Operations Research 2nd Edition, Bronson R, Shaum's Outline Series



S.P. Mandali's

## R. A. Podar College of Commerce & Economics (Autonomous)

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

**Teacher's Name:** Mr. Vallaban Narayanan

**Department:** BMS

**Program:** TY BMS

**Course:** Innovative Financial Services

**Semester:** VI

**Division:** A

**No. of lectures (per week):** 3

### TEACHING OBJECTIVES:

- To familiarize the learners with the fundamental aspects of various issues associated with various Financial Services
- To give a comprehensive overview of emerging financial services in the light of globalization
- To introduce the basic concepts, functions, processes, and techniques and create an awareness of the role, functions and functioning of financial services

Term dates: VIth Term – Nov 2022 to Apr 2023										
Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem VI 2022-23</b>	Nov	30	04	01	21	-	21	06	Introduction to Traditional Financial Services	Worksheet, PPT, Video
	Dec	31	04	01	21	-	21	05	Issue Management and Securitization	Case study, PPT, worksheet
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	World Financial Markets & Institutions	Video, PPT, worksheet
	Feb	28	04	-	24	-	24	-	Consumer Finance and Credit Rating	Worksheet, PPT, Video
	Mar	31	04	02	10	15	25	-	Revision/Theory Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

### Reference Books

- IM Pandey, Financial Management, Vikas Publishing House Ltd.
- Khan M.Y., Financial Services, Mc Graw Hill Education.
- Dr.S.Gurusamy, Financial Services, Vijay Nicole Imprints.
- Financial Market and Services, E, Gordon and K. Natrajan, Himalaya Publishing House



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mr. Vinayak Joshi**

**Department: BMS**

**Program: TY BMS**

**Course: Project Management**

**Semester: VI**

**Division: A**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- The objective of this course is to familiarize the learners with the fundamental aspects of various issues associated with Project Management.
- To give a comprehensive overview of Project Management as a separate area of Management
- To introduce the basic concepts, functions, processes, and techniques and create an awareness of the role, functions and functioning of Project Management.

**Term dates: VIth Term – Nov 2022 to Apr 2023**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem VI 2022-23</b>	Nov	30	04	01	21	-	21	06	Introduction to Project Management & Project Initiation	PPT , Case study, worksheet
	Dec	31	04	01	21	-	21	05	Analyzing Project Feasibility	PPT , case study, worksheet
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Budgeting, Cost & Risk	Whiteboard, PPT , worksheet
	Feb	28	04	-	24	-	24	-	New Dimensions in Project Management	Group discussion,PPT , worksheet
	Mar	31	04	02	10	15	25	-	Revision/Theory Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

**Reference Books**

- Harold Kerzer, Project Management—A System Approach to Planning, Scheduling & Controlling
- Jack .R. Meredith & Samuel .J. Mantel, Jr., Project Management – A Managerial Approach
- Bhavesh .M. Patel, Project Management – Strategic Financial Planning , Evaluation & Control



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mr. Vinayak Joshi**

**Department: BMS**

**Program: TY BMS**

**Course: Strategic Financial Management**

**Semester: VI**

**Division: A**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To match the needs of current market scenario and upgrade the learner's skills and knowledge for long term sustainability.
- Changing scenario in Banking Sector and the inclination of learners towards choosing banking as a career option has made study of financial management in banking sector inevitable.
- To acquaint learners with contemporary issues related to financial management.

Term dates: VIth Term – Nov 2022 to Apr 2023										
Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem VI 2022-23</b>	Nov	30	04	01	21	-	21	06	Dividend Decision and XBRL	Whiteboard, PPT , worksheet
	Dec	31	04	01	21	-	21	05	Capital Budgeting and Capital Rationing	PPT , Whiteboard, worksheet
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Shareholder Value and Corporate Governance	Worksheet, PPT , whiteboard
	Feb	28	04	-	24	-	24	-	Financial Management in Banking Sector.	PPT , worksheet, Case study.
	Mar	31	04	02	10	15	25	-	Revision /Theory Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	<b>-</b>	<b>-</b>

### Reference Books

- C. Paramasivan & T. Subramanian, Financial Management
- IM Pandey, Financial Management
- Ravi Kishor, Financial Management
- Khan & Jain, Financial Management
- Van Horne & Wachowiz, Fundamentals of Financial Management
- Prasanna Chandra, Strategic Financial Management





S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mr. Vallabhan Narayanan**

**Department: BMS**

**Program: TY BMS**

**Course: International Finance**

**Semester: VI**

**Division:A**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- The objective of this course is to familiarize the student with the fundamental aspects of various issues associated with International Finance
- The course aims to give a comprehensive overview of International Finance as a separate area in International Business
- To introduce the basic concepts, functions, processes, and techniques and create an awareness of the role, functions and functioning of International Finance in this Globalized Market

**Term dates: VIth Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem VI 2022-23</b>	Nov	30	04	01	21	-	21	06	Foreign Exchange Risk	Whiteboard, PPT, Worksheet
	Dec	31	04	01	21	-	21	05	Appraisal & Tax Management, Foreign Exchange Markets.	PPT , Whiteboard, worksheet
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Inventory Models, World Financial Markets	PPT , worksheet, Whiteboard
	Feb	28	04	-	24	-	24	-	Institutions & Risks, Foreign Exchange Risk, Appraisal	Worksheet, Whiteboard
	Mar	31	04	02	10	15	25	-	Revision/Theory Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

**Reference Books**

- Cheol. S. Eun& Bruce G. Resnick, International Finance Management
- Maurice D. Levi, International Finance – Special Indian Edition
- Prakash G. Apte, International Finance – A Business Perspective
- V A. Aadhani, International Finance
- P G Apte, International Financial Management, 5th Edition, The McGraw Hill



S.P. Mandali's

## R. A. Podar College of Commerce & Economics (Autonomous)

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

**Teacher's Name:** Ms. Divya Shetty

**Department:**BMS

**Program:** TY BMS

**Course:** Brand Management

**Semester:** VI

**Division:**B

**No. of lectures (per week):** 3

### Objectives

- To understand the meaning and significance of Brand Management
- To enable the learner to know how to build, sustain and grow brands
- To ensure that the learner knows about the various sources of brand equity

**Term dates: VIth Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem VI 2022-23</b>	Nov	30	04	01	21	-	21	06	Introduction to Brand Management	PPT , Case Study, video
	Dec	31	04	01	21	-	21	05	Planning and Implementing Brand Marketing Programs	Video, Group discussion, PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Measuring and Interpreting Brand Performance	Case Study, video
	Feb	28	04	-	24	-	24	-	Growing and Sustaining Brand Equity	Group discussion,PPT , Case Study
	Mar	31	04	02	10	15	25	-	Revision/ Theory Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	<b>-</b>	<b>-</b>

## **Reference Books**

- Keller Kevin Lane, Strategic Brand Management-2008
- Elliot, Richard, Strategic Brand Management-2008
- Kapferer, Jean-Noel, Strategic Brand Management-2000
- Kishen, Ram, Strategic Brand Management- 2013
- Keller Kevin Lane, Strategic Brand Management 4e-2015
- Keller Kevin Lane, Strategic Brand Management: Building, Measuring and Managing Brand Equity



S.P. Mandali's

## R. A. Podar College of Commerce & Economics (Autonomous)

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

**Teacher's Name:** Usha Rao\_

**Department:** BMS

**Course:**International Marketing

**Semester:** VI **Division:** B **No. of lectures (per week):** 3

### TEACHING OBJECTIVES:

- To gain knowledge and understanding of key issues associated with international marketing
- To provide an insight into the dynamics of the International Marketing Environment.
- To understand the impact of international issues on the marketing mix
- To develop skills in researching and analyzing trends in global markets and in modern marketing practice

Term dates: VIth Term – Nov 2022 to Apr 2023										
Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem VI 2022-23</b>	Nov	30	04	01	21	-	21	06	Introduction to International Marketing & Trade	PPT , Case Study, video
	Dec	31	04	01	21	-	21	05	International Marketing Environment and Marketing Research	Video, Group discussion, PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	International Marketing Mix	Case Study, video
	Feb	28	04	-	24	-	24	-	Trends in International Marketing	Group discussion,PPT
	Mar	31	04	02	10	15	25	-	Revision/ Theory Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

### Reference Books

- Philip R.Cateora, John L. Graham, PrashanthSalwan, International Marketing , Tata Mcgraw hill Education Private limited, New Delhi, Thirteenth Edition .
- RajGopal, International Marketing, Vikas Publishing House Pvt. Ltd., Edition 2007.
- SakOnkvisit, John J.Shaw, International Marketing Analysis and Strategy, Pearson Publication, third Edition





S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Ms. Swati Mukund**

**Department: BMS**

**Program: TY BMS**

**Course: Media Planning and Management**

**Semester: VI**

**Division:B**

**No. of lectures (per week): 3**

### **Objectives**

- To understand Media Planning, Strategy, Research and Management.
- To facilitate understanding process of Media Budgeting and Media Buying Process.
- To provide an insight on evaluation metrics of each media enabling a rational decision making process.

Term dates: VIth Term – Nov 2022 to Apr 2023										
Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem VI 2022-23</b>	Nov	30	04	01	21	-	21	06	Overview of Media and Media Planning	PPT, Case study, Video
	Dec	31	04	01	21	-	21	05	Media Mix & Media Strategy	Group discussion, PPT, Video
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Media Budgeting, Buying & Scheduling	PPT ,video, MS Teams Whiteboard
	Feb	28	04	-	24	-	24	-	Media Measurement, Evaluation	Case study, Worksheet, Whiteboard
	Mar	31	04	02	10	15	25	-	Theory Exam/ Revision	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

#### Reference Books

- Arpita Menon, Media Planning and Buying, Tata McGraw Hill Education Private Limited, Second Edition 2010
- Jack Z Sissors and Roger B. Baron, Advertising Media Planning, McGraw Hill Education India Pvt. Limited, Seventh Edition.
- Larry Percy and Richard Elliott, Strategic Advertising Management, Oxford University Press, Second Edition
- Larry d. Kelly and Donald W. Jugeneimer, Advertising Media Planning, PHI learning Private Limited,
- Dennis .F.Herrick, Media Management in Age of Giants, Surjeet Publications
- Charles Warner and Joseph Buchman, Media selling, Surjeet Publication, 3rd edition



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Ms Kalpana Shah**

**Department:BMS**

**Program: TY BMS**

**Course: Retail Management**

**Semester: VI**

**Division:B**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To familiarize the students with retail management concepts and operations
- To provide understanding of retail management and types of retailers
- To develop an understanding of retail management terminology including merchandize management, store management and retail strategy.
- To create awareness about emerging trends in retail management

Term dates: VIth Term – Nov 2022 to Apr 2023										
Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem VI 2022-23</b>	Nov	30	04	01	21	-	21	06	Retail Management- An overview	PPT , Case Study, video
	Dec	31	04	01	21	-	21	05	Retail Consumer and Retail Strategy	Video, Group discussion, PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Merchandise Management and Pricing	Case Study, video
	Feb	28	04	-	24	-	24	-	Managing and Sustaining Retail	Group discussion,PPT , Case Study
	Mar	31	04	02	10	15	25	-	Revision/Theory Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

#### Reference Books

- Gibson G. Vedamani, “Retail Management- Functional Principles and Practices”, Jaico Publishing House, Mumbai
- Michael Levy & Barton AWeitz, “Retailing Management”,
- “Retail Strategies-understanding why we shop”, Jaico Publishing House, Mumbai
- Dunne Lusch, “Retail Management”, South Western Cengage Learning
- K.S. Menon, “Store Management”, Macmillan India Ltd.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Usha Rao**

**Department: BMS**

**Program: TY BMS**

**Course: HR in Global Perspective**

**Semester: VI**

**Division: B**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. To gain knowledge about complexities in HRM.
2. To get an insight of the concepts of Expatriates and Repatriates.
3. To study the recent changes in international HRM with relevance to ethics.

**Term dates: VIth Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem VI 2022-23</b>	Nov	30	04	01	21	-	21	06	International HRM overview	PPT , Case Study, video
	Dec	31	04	01	21	-	21	05	Global HRM function	Video, Group discussion, PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Expatriation and Repatriation in HRM	Case Study, video
	Feb	28	04	-	24	-	24	-	International HRM Trends and Challenges	Group discussion,PPT , Case Study
	Mar	31	04	02	10	15	25	-	Revision/Theory Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Kalpana Shah**

**Department: BMS**

**Program: TY BMS**

**Course: Organizational Development**

**Semester: VI**

**Division: B**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- 1.To describe the need and importance of Training and Development in industry
2. To discuss the basic concepts and techniques for solving a particular problem and identify an appropriate solution

**Term dates: VIth Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem VI 2022-23</b>	Nov	30	04	01	21	-	21	06	OD overview	PPT , Case Study, video
	Dec	31	04	01	21	-	21	05	Organizational Diagnosis, Renewal and Change	Case Study Video, Group discussion, PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Organizational Intervention.	Case Study, video, PPT
	Feb	28	04	-	24	-	24	-	Organizational Effectiveness.	Group discussion,PPT , Case Study
	Mar	31	04	02	10	15	25	-	Revision/Theory Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		





S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Supriya Shetty**

**Department: BMS**

**Program: TY BMS**

**Course: HRM in Service Sector Management**

**Semester: VI**

**Division: B No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. The objectives of this paper is to prepare students as organizational facilitators using the knowledge and techniques.
2. To understand the issues and Challenges of HR in various service sector.

<b>Term dates: VIth Term – Nov 2022 to Apr 2023</b>										
<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem VI 2022-23</b>	Nov	30	04	01	21	-	21	06	Service sector Management overview	PPT , Case Study
	Dec	31	04	01	21	-	21	05	Managing Human Elements in service sector	Case Study, video, PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	HRP evaluation, Attrition, retention and Globalization	Video, Case Study, PPT
	Feb	28	04	-	24	-	24	-	Issues and Challenges in service sector	Group discussion, PPT , Case Study
	Mar	31	04	02	10	15	25	-	Revision/ Theory Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

### **List of reference Book**

Jim, “Service Strategies-understanding why we shop”, Jaico Publishing House, Mumbai.  
Dunne Lusch, “HR Management”, South Western Cengage Learning  
K.S. Menon, “Service Management”, Macmillan India Ltd.,



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics (Autonomous)**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Dipika Gawade**

**Department: BMS**

**Program: TY BMS**

**Course: Indian Ethos Management**

**Semester: VI**

**Division: B.**

**No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. To understand Managerial decision making and to develop perceptive of major functional area of MIS.
2. To learn Outsourcing concepts, BPO/KPO industries and Their structure.

**Term dates: VIth Term – Nov 2022 to Apr 2023**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>Sem VI 2022-23</b>	Nov	30	04	01	21	-	21	06	Indian Ethos	PPT , Case Study, video
	Dec	31	04	01	21	-	21	05	Work Ethos	Group discussion, PPT , Case Study, video
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Stress Management	PPT , Case Study, video, Group Discussion
	Feb	28	04	-	24	-	24	-	Indian Systems of learning	Role Play, Group discussion, PPT
	Mar	31	04	02	10	15	25	-	Revision / Theory Exam	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

# **Teaching Plans**

## **BAS**

## APPENDIX I



S.P. Mandali's

### **R. A. Podar College of Commerce & Economics**

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

Teacher's Name:. Dr. Siddhi Mehta Department BCom (Actuarial Studies) Program: FY BAS

Course: Accountancy and Financial Management Semester -I Division: A No. of lectures (per week): 4

#### **TEACHING OBJECTIVES:**

- To impart knowledge of various accounting concepts, conventions, policies and related accounting standards to the learners.
- To impart knowledge to learners about accounting procedures, methods and techniques in solving problems and issues relating to various areas of accounting.
- To acquaint learners with practical aspects of 'account writing'.



**List of Reference Books/Magazine/ Any other Reference Material:**

1. 1. Introduction to Accountancy by T. S. Grewal, S. Chand and Company (P) Ltd., New Delhi.
2. Advance Accounts by Shukla & Grewal, S. Chand and Company (P) Ltd., New Delhi.
3. Advanced Accountancy by R. L Gupta and M Radhaswamy, S. Chand and Company (P) Ltd., New Delhi.
4. Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill & Co.Ltd., Mumbai.
5. Financial Accounting by Lesile Chandwickh, Pentice Hall of India Adin Bakley (P)Ltd.
6. Financial Accounting for Management by Dr. Dinesh Harsalekar, Multi-Tech.Publishing Co. Ltd., Mumbai.
7. Financial Accounting by P. C. Tulsian, Pearson Publications, New Delhi Accounting Principles by Anthony, R.N. and Reece J.S., Richard Irwin Inc.
8. Financial Accounting by Monga, J.R. Ahuja, Girish Ahuja and Shehgal Ashok, Mayur Paper Back.
9. Compendium of Statement & Standard of Accounting, ICAI. Indian Accounting Standards, Ashish Bhattacharya, Tata Mc. Grow Hill & Co. Ltd., Mumbai.
10. Financial Accounting by Williams , Tata Mc. Grow Hill & Co. Ltd., Mumbai
11. Company Accounting Standards by Shrinivasan Anand, Taxman.
12. Financial Accounting by V. Rajasekaran, Pearson Publications, New Delhi.
13. Introduction to Financial Accounting by Horngren, Pearson Publications.
14. Financial Accounting by M. Mukherjee.M. Hanif. Tata McGraw Hill Education PrivateLtd; New Delhi





S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Swati Mukund Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Insurance Business I (Principles of Insurance) Semester -I Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To make the learner aware about basic concepts, terms and evolution of insurance business
- To introduce the learner to the business of insurance and the principles of insurance.
- To educate the learner about the currently available insurance products.
- To make them aware about growing career opportunities in the field.

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	4	-	15	-	15	12		PPT , Chalk & Board Computer
	July	31	5	-	26	-	26	-	The Conceptual Framework	PPT , Chalk & Board Computer
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	The Insurance Contract	PPT , Chalk & Board Computer
	Sept	30	4	4	21	-	21	3	Insurance Products	PPT , Chalk & Board Computer
	Oct	31	5	1	5	13	18	6	The Insurance Market	PPT , Chalk & Board Computer
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	<b>-</b>	<b>-</b>

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Kew John, Business Environment: Managing in a Strategic Context, Jaico Publications 2006.
2. Hanke John K, Business Forecasting, Prentice Hall India, 2002.
3. Paul Justin, Business Environment, Tata McGraw Hill, 2008.
4. Butter David, Business Planning: A Guide to Business Start-up, Butterworth Heinemann, 2003.
5. Piramal Gita, Business Legends, Penguin Books, 1998.
6. Hitt Michael A, Strategic Management, Cengage Learning, 2016.
7. Zeithaml, Valarie A, Services Marketing, McGraw Hill Education, 2011.
8. Gupta S L, Retailing & E-tailing, International Book House, New Delhi, 2011.
9. Raghuram G, Logistics & Supply Chain Management: Cases and Concepts, Macmillan Business Books.
10. Joseph P T, E-Commerce an Indian Perspective, Prentice Hall India. 2015



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mahesh Deshpande Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Business Economics-I Semester -I Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To sensitize the learners the need for optimum utilization of scarce resources
- To familiarize the learners with the basic tools used for understanding production and consumption.
- To make them understand the interplay between market forces and optimum use of resources.
- To enable the learners about cost output relationship.

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	4	-	15	-	15	12		
	July	31	5	-	26	-	26	-	Principles of Economics	Case Study, Group Discussion and PPT
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Consumer Behaviour Theory	Group discussion, PPT
	Sept	30	4	4	21	-	21	3	Supply side Decisions	Group Discussion and PPT Computer
	Oct	31	5	1	5	13	18	6	Market Behaviour	PPT, Computer
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:** Mehta, P.L.: Managerial Economics

1. Mehta, P.L.: Managerial Economics Analysis, Problem and Cases (S. Chand & Sons, N. Delhi).
2. Hirchey.M., Managerial Economics, Thomson South Western.
3. Salvatore, D.: Managerial Economics in a global economy (Thomson South Western Singapore).
4. Frank R.H, Bernanke.B.S., Principles of Economics (Tata McGraw Hill).
5. Gregory Mankiw., Principles of Economics, Thomson South Western.
6. Samuelson & Nordhas.: Economics (Tata McGraw Hills, New Delhi).
7. Pal Sumitra, Managerial Economics cases and concepts (Macmillan, New Delhi)



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Priya Malhotra Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Business Communication Semester -I Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To equip the learner with a communication process enabling them to comprehend instruction.
- To develop effective spoken language skills so as to enable learners to speak confidently. Interpersonally as well as in groups.
- To familiarise the learner with the nuances of corporate communication.
- To make the learner understand the special features of social media and the care to be taken while using social media.

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	4	-	15	-	15	12		
	July	31	5	-	26	-	26	-	Theory of Communication	PPT , Chalk ,Board
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Obstacles to Communication in Business World	PPT , Chalk ,Board
	Sept	30	4	4	21	-	21	3	Business Correspondence	PPT , Chalk ,Board
	Oct	31	5	1	5	13	18	6	Language and Writing Skills	PPT , Chalk ,Board
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	<b>-</b>	<b>-</b>

#### List of Reference Books/ Magazine/ Any other Reference Material:

1. Raman Meenakshi and Singh Prakash. *Business Communication*. Oxford University Press, 2007. 24x19 - 275 PB 0-19-567695-5, Meenakshi X45.
2. Deshmukh Sandeep. *Group Communication: Theory and Methods*. Ane Books India, 2008. 22x15 - 495 HB 81-8052-146-X, Sandeep X45.
3. Riel Cees B.M. *Essentials of Corporate Communication: Implementing Practices for Effective Reputation Management*. 23x15 - 495 PB 0-415-32826-8, Riel, Cees B.M. X45.
4. Bhatia R.C. *Business Communication*. Ane Books India, 2008. 24x18 - 250 PB 81-8052-016-1, Bhatia, R. C. X45.
5. Ober Scat. *Contemporary Business Communication (with CD)*. Bizatantra , 2005. 26x20 - 349PB 81-7722-522-7.

- Scat X45.
6. Kumar Raj. *Basic Business Communication ( With CD # C01130 ) : Concepts, Applications and Skills*. Excel Books, 2010. 295 PB 978-81-7446-866-6, Kumar Raj X45.
  7. Lesikar, Raymond.V., Pettit John D and Flatley Marie . *Basic Business Communication*. Richard D. Irwin, INC. 1993. 26x20c.m. HB 0 256 10936 2, Lesikar, R.V. X:8(22).
  8. Naterop, B. Jean and Revell, Rod. *Telephoning in English*. Cambridge University. 2007. 24x18 + C00942 - C00943 - 375 PB 0-521-70893-1, B. Jean X45.

### **Suggested List of MOOC**

1. <https://www.mooc-list.com/tags/communication-skills>.
2. <https://www.mooc-list.com/.../effective-communication>.
3. <https://www.mooc-list.com/tags/business-communication>.
4. <https://www.skilledup.com/.../learn-communications-online-free>.
5. <http://www.about.com/Communication+Skills+List>.

### **Courses:**

1. <https://www.coursera.org/learn/management-leadership-english#>
2. <https://www.coursera.org/learn/business#>
3. <https://www.coursera.org/learn/powerpoint-presentations>.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name:**

**Teacher's Name: Kalpana Shah Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Environmental Studies I Semester -I Division: A No. of lectures (per week): 3**

**TEACHING OBJECTIVES:**

- To make the learner understand the need for a sustainable environment.
- To sensitize the interface between population and related issues w.r.t development, urbanization and migration.
- To sensitize the learners on effective resource utilization.
- To make them aware about the concept of Thematic maps



### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	4	-	15	-	15	12		PPT , Chalk Board, Computer
	July	31	5	-	26	-	26	-	Environment and Ecosystem and Natural Resources	PPT , Chalk Board, Computer
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Sustainable Development Populations and Emerging Issues of Development	PPT , Chalk Board, Computer
	Sept	30	4	4	21	-	21	3	Urbanization and Environment	PPT , Chalk Board, Computer
	Oct	31	5	1	5	13	18	6	Reading of Thematic Maps and Map Filling	PPT , Chalk Board, Computer
	<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-

#### List of Reference Books/ Magazine/ Any other Reference Material:

1. Agarwal, K.C. 2001 Environmental Biology, Nidi Publ. Ltd. Bikaner.
2. Bharucha Erach, The Biodiversity of India, Mapin Publishing Pvt.Ltd., Ahmedabad – 380 013, India, Email:mapin@icenet.net.
3. Brunner R.C., 1989, Hazardous Waste Incineration, McGraw Hill Inc. 480p
4. Clark R.S., Marine Pollution, Clarendon Press Oxford.
5. Cunningham, W.P. Cooper, T.H. Gorhani, E & Hepworth, M.T. 2001, Environmental

- Encyclopedia, Jaico Publ. House, Mumbai, 1196p.
6. De A.K., Environmental Chemistry, Wiley Eastern Ltd.
  7. Gleick, H.P. 1993. Water in crisis, Pacific Institute for Studies in Dev., Environment & Security. Stockholm Env. Institute Oxford Univ. Press. 473p.
  8. Hawkins R.E., Encyclopedia of Indian Natural History, Bombay Natural History Society, Bombay.
  9. Heywood, V.H & Waston, R.T. 1995. Global Biodiversity Assessment. Cambridge Univ. Press 1140p.
  10. Jadhav, H & Bhosale, V.M. 1995. Environmental Protection and Laws. Himalaya Pub. House, Delhi 284 p.
  11. McKinney, M.L. & School, R.M. 1996. Environmental Science systems & Solutions, Webenhanced edition. 639p.
  12. Mhaskar A.K., Matter Hazardous, Techno-Science Publication.
  13. Miller T.G. Jr. Environmental Science, Wadsworth Publishing Co.
  14. Odum, E.P. 1971. Fundamentals of Ecology. W.B. Saunders Co. USA, 574p.
  15. Rao M N. & Datta, A.K. 1987. Waste Water treatment. Oxford & IBH Publ. Co. Pvt.Ltd. 345p.
  16. Sharma B.K., 2001. Environmental Chemistry. Geol Publ. House, Meerut.
  17. Townsend C., Harper J, and Michael Begon, Essentials of Ecology, Blackwell Science XI.
  18. Trivedi R.K., Handbook of Environmental Laws, Rules Guidelines, Compliances and Standards, Vol I and II, Enviro Media (R).
  19. Trivedi R. K. and P.K. Goel, Introduction to air pollution, Techno-Science Publication.
  20. Ecotourism Economics and Environment” by Nagarajan K and Alex K Thottunkel.
  21. Indian Ecotourism: Environmental Rules and Regulations” by Ratandeep Singh.
  22. Ecotourism and Sustainable Development” by Ravishanker Singh.
  23. K. Agarwal et al (1996) Biodiversity and Environment, APH, Dehra Dun.
  24. S.S. Negi (1993) Biodiversity and its Conservation in India, Indus Publications, New Delhi.
  25. W.W. Collins and C.O. Qualset (1998) Biodiversity in Agro-ecosystem, CRC, Boston.
  26. V.K. Krishnamurthy (2003) Text Book of Biodiversity, Science Publisher, Chennai.
  27. Bharucha Erach, Textbook of Environmental Studies for Undergraduate Courses, Universities Press, 2005.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Priya Malhotra    Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Foundation Course I Semester: I Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES**

- To help the learner understand the interdisciplinary approach of social fabric, appreciate unity in diversity.
- To sensitize learners on the socio-economic concerns in India with specific focus on the issues of the youth.
- To help learners articulate their views on contemporary social issues.
- To make them recognize existing inequalities and ways to correct them.

**Teaching Plan for the Academic year 2022-23**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	4	-	15	-	15	12		
	July	31	5	-	26	-	26	-	Indian Society-Unity in Diversity and Conflicts	PPT , Chalk Board, Computer
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Social issues and problems	PPT , Chalk Board, Computer
	Sept	30	4	4	21	-	21	3	Mental Issues among the Youth	PPT , Chalk Board, Computer
	Oct	31	5	1	5	13	18	6	Understanding oneself, Stress and conflict management	PPT , Chalk Board, Computer
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Indian Society and Culture, Vinita Padey, Rawat Pub (2016).
2. Social Problems in India, Ram Ahuja, Rawat Pub (2014).
3. Faces of Feminine in Ancient, medieval and Modern India, Mandakranta Bose Oxford University Press.
4. National Human rights commission- disability Manual.
5. Rural, Urban Migration: Trends, challenges & Strategies, S Rajagopalan, ICFAI- 2012.
6. Regional Inequalities in India Bhat L SSSRD- New Delhi.
7. Urbanisation in India: Challenges, Opportunities & the way forward, I J Ahluwalia, Ravi Kanbur, P K Mohanty, SAGE Pub (2014).
8. The Constitution of India, P M Bakshi (2011).
9. The Problems of Linguistic States in India, Krishna Kodesia Sterling Pub.
10. Politics in India: structure, Process and Policy Subrata Mitra, Routledge Pub.
11. Politics in India, Rajani Kothari, Orient Blackswan.
12. Problems of Communalism in India, Ravindra Kumar Mittal Pub.
13. Combating communalism in India: Key to National Integration, Kawal Kishor Bhardwaj, Mittal Pub.



S.P. Mandali's

## R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

**Teacher's Name: Bhuvaneshwari R. Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Financial mathematics Semester: I Division: A No. of lectures (per week): 4**

### TEACHING OBJECTIVES:

- To orient the learners about financial mathematics in general.
- To build a strong foundation of simple interest, its calculation as well as distinguish between compound interest and its formulation.
- To give learners a fair idea about terms used in finance as an applied component.
- To lay foundations for the net component of valuation under finance and portfolio mix.

**Teaching Plan for the Academic year 2022-23**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	4	-	15	-	15	12		
	July	31	5	-	26	-	26	-	Interest and Annuity	PPT , Chalk Board.
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Application of Time Value of Money	PPT , Chalk Board, Computer
	Sept	30	4	4	21	-	21	3	Shares and Mutual Funds	PPT , Chalk Board, Computer
	Oct	31	5	1	5	13	18	6	Decision and Management of investments	PPT , Chalk Board, Computer
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Mathematics for Economics and Finance Methods and Modelling by Martin Anthony and Norman Biggs, Cambridge University Press, Cambridge low-priced edition, 2000, Chapters 1, 2, 4, 6 to 9 & 10.
2. Applied Calculus: By Stephen Waner and Steven Constenoble, Brooks/Cole Thomson Learning, second edition, Chapter 1 to 5.
3. Business Mathematics By D. C. Sancheti and V. K. Kapoor, Sultan Chand & Sons, 2006, Chapter 1, 5, 7, 9 & 10.
4. Mathematics for Business Economics: By J. D. Gupta, P. K. Gupta and Man Mohan, Tata Mc-Graw Hill Publishing Co. Ltd., 1987, Chapters 9 to 11 & 16.
5. Quantitative Methods-Part-I By S. Saha and S. Mukerji, New Central Book Agency, 1996, Chapters 7 & 12.
6. Mathematical Basis of Life Insurance By S.P. Dixit, C.S. Modi and R.V. Joshi, Insurance Institute of India, Chapters 1 and 2.
7. Securities Laws & Regulation of Financial Market: Intermediate Course Paper 8, Institute of Company Secretaries of India, Chapter 11.
8. Investments By J.C. Francis & R.W. Taylor, Schaum's Outlines, Tata Mc-Graw Hill Edition 2000, Chapters 2, 4 & section 25.1.
9. Indian Mutual Funds Handbook: By Sundar Shankaran, Vision Books, 2006, Sections 1.7, 1.8.1, 6.5 & Annexures 1.1 to 1.3.
10. STATISTICS by Schaum Series.
11. Operations Research by Gupta and Kapoor.
12. Operations Research by Schaum Series.
13. Fundamentals of Statistics - D. N. Elhance.
14. Statistical Methods - S.G. Gupta (S. Chand & Co.



15. Statistics for Management - Lovin R. Rubin D.S. (Prentice Hall of India).
16. Statistics - Theory, Method & Applications D.S.Sancheti& V. K. Kapoor.
17. Modern Business Statistics - (Revised}-B. Pearles& C. Sullivan –Prentice Hall of India.
18. Business Mathematics &Statistics : B Aggarwal, Ane Book Pvt. Limited.
19. Business Mathematics : D C Sancheti& V K Kapoor, Sultan Chand & Sons.
20. Business Mathematics: A P Verma, Asian Books Pvt.: Limited.
21. Statistics of Management, Richard Levin &David S. Rubin,Printice Hall of India ,NewDelhi.
22. Statistics for Business & Economics, David R Anderson, Dennis JSweney,  
ThopmsonPublication.
23. Business Statistics , Bharadwaj , Excel Books,Delhi.
24. Business Mathematics, S.K Singh & J.K Singh, Brijwasi Book Distributor &Publisher.
25. Mathematics for Economics and Finance, Martin Anthony, Norman Biggs,Cambridge lowprice  
editions,2000.
26. Business Mathematics, J.K. Singh, 2009,Himalaya PublishingHouse.
27. Mathematics of Finance 2nd Edition Schaum’s Outline Series Peter Zima,Robert Brows Tata  
McGraw-Hill Publishing CompanyLtd.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Dr. Siddhi Mehta Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Accountancy and Financial Management Semester -II Division: A No. of lectures (per week): 4**

### **TEACHING OBJECTIVES:**

- To acquaint learners with the knowledge of Scope and Importance of Financial Management and familiarize them with various terms.
- To acquaint learners with the various methods and the importance of analyzing the financial statements of an entity.
- To acquaint learners with the different ratios used in financial statements analysis by a stakeholder in a decision-making process about an entity.
- To make the learner aware about the sources of finance and ways of raising finance.

**Teaching Plan for the Academic year 2022-23**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	4	1	21	-	21	6	Introduction to Financial Management	PPT , Chalk Board, Computer Case study
	Dec	31	4	1	21	-	21	5	Study of Financial Statements	PPT , Chalk Board, Computer Case study
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Ratio Analysis	PPT , Chalk Board, Computer Case study
	Feb	28	4	-	24	-	24	-	Sources of Finance and Cash Flow Analysis	PPT , Chalk Board, Computer Case study
	March	31	4	2	10	15	25	-	Exam/Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Introduction to Accountancy by T. S. Grewal, S. Chand and Company (P) Ltd., New Delhi.
2. Advance Accounts by Shukla & Grewal, S. Chand and Company (P) Ltd., New Delhi.
3. Advanced Accountancy by R. L Gupta and M Radhaswamy, S. Chand and Company (P) Ltd., New Delhi.
4. Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill & Co.Ltd., Mumbai.
5. Financial Accounting by Lesile Chandwickh, Pentice Hall of India Adin Bakley (P)Ltd.
6. Financial Accounting for Management by Dr. Dinesh Harsalekar, Multi-Tech.Publishing Co. Ltd., Mumbai.
7. Financial Accounting by P. C. Tulsian, Pearson Publications, New Delhi Accounting Principles by Anthony, R.N. and Reece J.S., Richard Irwin Inc.
8. Financial Accounting by Monga, J.R. Ahuja, Girish Ahuja and Shehgal Ashok, Mayur Paper Back.
9. Compendium of Statement & Standard of Accounting, ICAI. Indian Accounting Standards, Ashish Bhattacharya, Tata Mc. Grow Hill & Co. Ltd., Mumbai.
10. Financial Accounting by Williams, Tata Mc. Grow Hill & Co. Ltd., Mumbai.
11. Company Accounting Standards by Shrinivasan Anand, Taxman.
12. Financial Accounting by V. Rajasekaran, Pearson Publications, New Delhi.
13. Introduction to Financial Accounting by Horngren, Pearson Publications.
14. Financial Accounting by M. Mukherjee.M. Hanif. Tata McGraw Hill Education Private Ltd; New Delhi.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Swati Mukund Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Insurance Business II Semester -II Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To ensure basic understanding and knowledge of Life Insurance Business.
- To create awareness and understanding of an array of Health Insurance products.
- To impart information on actuarial valuation of annuities and Group Insurance Schemes.
- To make the learner knowledgeable about health insurance and the special features.

**Teaching Plan for the Academic year 2022-23**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	4	1	21	-	21	6	Life Insurance Organization	PPT , Chalk Board, Computer
	Dec	31	4	1	21	-	21	5	Introduction to Actuarial Valuation	PPT , Chalk Board, Computer
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Annuities	PPT , Chalk Board, Computer
	Feb	28	4	-	24	-	24	-	Introduction to Health Insurance	PPT , Chalk Board, Computer
	March	31	4	2	10	15	25	-	Exam /Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Kew John, Business Environment: Managing in a Strategic Context, Jaico Publications 2006.
2. Hanke John K, Business Forecasting, Prentice Hall India, 2002.
3. Paul Justin, Business Environment, Tata McGraw Hill, 2008.
4. Butter David, Business Planning: A Guide to Business Start-up, ButterworthHeinemann, 2003.
5. Piramal Gita, Business Legends, Penguin Books, 1998.
6. Hitt Michael A, Strategic Management, Cengage Learning, 2016.
7. Zeithaml, Valarie A, Services Marketing, McGraw Hill Education, 2011.
8. Gupta S L, Retailing & E- tailing, International Book House, New Delhi, 2011.
9. Raghuram G, Logistics & Supply Chain Management: Cases and Concepts, Macmillan Business Books
10. Joseph P T, E-Commerce an Indian Perspective, Prentice Hall India, 2015



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mahesh Deshpande Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Business Economics-II Semester -II Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To enable learners to analyse the Macroeconomic concepts.
- To make learners understand the Role of Government in an Economy.
- To orient the learner with the function of money and elements of monetary policy.
- To make learners understand the dynamics of International trade



### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	4	1	21	-	21	6	Macroeconomic concepts	PPT , Chalk Board, Computer
	Dec	31	4	1	21	-	21	5	The Role of Government in an Economy	PPT , Chalk Board, Computer
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Money, Inflation and Unemployment	PPT , Chalk Board, Computer
	Feb	28	4	-	24	-	24	-	International trade	PPT , Chalk Board, Computer
	March	31	4	2	10	15	25	-	Exam /Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Mehta, P.L.: Managerial Economics –Analysis, Problem and Cases (S. Chand & Sons, N. Delhi).
2. Hirchey.M., Managerial Economics, Thomson South Western
3. Salvatore, D.: Managerial Economics in a global economy (Thomson South Western Singapore).
4. Frank R.H, Bernanke.B.S., Principles of Economics (Tata McGraw Hill).
5. Gregory Mankiw., Principles of Economics, Thomson South Western.
6. Samuelson & Nordhas.: Economics (Tata McGraw Hills, New Delhi).
7. Pal Sumitra, Managerial Economics cases and concepts (Macmillan, New Delhi).



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Priya Malhotra Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Business Communication-II Semester -II Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To understand the effective use of powerpoint presentation.
- To understand the relevance and importance of conducting meetings.
- To teach the formats of letter writing.
- To enable the learner to adapt to the requirements of the industry.

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	4	1	21	-	21	6	Group Communication	PPT , Chalk Board, Computer
	Dec	31	4	1	21	-	21	5	Business Correspondence	PPT , Chalk Board, Computer
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Presentation Skills	PPT , Chalk Board, Computer
	Feb	28	4	-	24	-	24	-	Language and Writing Skills	PPT , Chalk Board, Computer
	March	31	4	2	10	15	25	-	Exam /Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

### List of Reference Books/ Magazine/ Any other Reference Material:

1. Raman Meenakshi and Singh Prakash. *Business Communication*. Oxford University Press , 2007. 24x19 - 275 PB 0-19-567695-5, Meenakshi X45.
2. Deshmukh Sandeep. *Group Communication: Theory and Methods*. Ane Books India, 2008. 22x15 - 495 HB 81-8052-146-X, Sandeep X45
3. Riel Cees B.M. *Essentials of Corporate Communication: Implementing Practices for Effective Reputation Management*. 23x15 - 495 PB 0-415-32826-8, Riel, Cees B.M. X45
4. Bhatia R.C. *Business Communication*. Ane Books India, 2008. 24x18 - 250 PB 81-8052-016-1, Bhatia, R. C. X45.
5. Ober Scat. *Contemporary Business Communication (with CD)*. Bizatantra , 2005. 26x20 - 349PB 81-7722-522-7. Scat X45.
6. Kumar Raj. *Basic Business Communication ( With CD# C01130 ) : Concepts, Applications and Skills*. Excel Books, 2010. 295 PB 978-81-7446-866-6, Kumar Raj X45.
7. Lesikar, Raymond.V., Pettit John D and Flatley Marie . *Basic Business Communication*. Richard D. Irwin, INC. 1993. 26x20c.m. HB 0 256 10936 2, Lesikar, R.V. X:8(22).
8. Naterop, B. Jean and Revell, Rod. *Telephoning in English*. Cambridge University. 2007. 24x18 + C00942 - C00943 - 375 PB 0-521-70893-1, B. Jean X45.

### Suggested List of MOOC

1. <https://www.mooc-list.com/tags/communication-skills>
2. <https://www.mooc-list.com/.../effective-communication>
3. <https://www.mooc-list.com/tags/business-communication>
4. <https://www.skilledup.com/.../learn-communications-online-free>
5. <http://www.about.com/Communication+Skills+List>



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Kalpana Shah Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Environmental Studies -II Semester -II Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To educate the learner of various methods of Solid Waste Management for Sustainable Society and to create awareness about Agriculture and Industrial Development and its impact on the environment.
- To sensitize learners towards various Environmental Movements and educate them towards Environmental laws.
- To sensitize learners on the typology of tourism.
- To strengthen the learners map reading and interpretation skills with respect to Mumbai and Konkan region

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	4	1	21	-	21	6	Solid Waste Management for Sustainable Society	PPT , Chalk Board, Computer
	Dec	31	4	1	21	-	21	5	Agriculture and Industrial Development	PPT , Chalk Board, Computer
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Tourism and Environment	PPT , Chalk Board, Computer
	Feb	28	4	-	24	-	24	-	Environmental Movements and Management	PPT , Chalk Board, Computer
	March	31	4	2	10	15	25	-	Map Filling ,Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Agarwal, K.C. 2001 Environmental Biology, Nidi Publ. Ltd. Bikaner
2. Bharucha Erach, The Biodiversity of India, Mapin Publishing Pvt.Ltd., Ahmedabad – 380 013, India, Email:mapin@icenet.net.
3. Brunner R.C., 1989, Hazardous Waste Incineration, McGraw Hill Inc. 480p
4. Clark R.S., Marine Pollution, Clanderson Press Oxford.
5. Cunningham, W.P. Cooper, T.H. Gorhani, E & Hepworth, M.T. 2001,Environmental Encyclopaedia, Jaico Publ. House, Mumbai, 1196p.
6. De A.K., Environmental Chemistry, Wiley Eastern Ltd.
7. Gleick, H.P. 1993. Water in crisis, Pacific Institute for Studies in Dev., Environment& Security. Stockholm Env. Institute Oxford Univ. Press. 473p.
8. Hawkins R.E., Encyclopaedia of Indian Natural History, Bombay Natural History Society, Bombay.
9. Heywood, V.H &Waston, R.T. 1995. Global Biodiversity Assessment.Cambridge Univ. Press 1140p.
10. Jadhav, H &Bhosale, V.M. 1995. Environmental Protection and Laws. HimalayaPub. House, Delhi 284 p.
11. Mckinney, M.L. & School, R.M. 1996. Environmental Science systems & Solutions, Webenhanced edition. 639p.
12. Mhaskar A.K., Matter Hazardous, Techno-Science Publication.
13. Miller T.G. Jr. Environmental Science, Wadsworth Publishing Co.
14. Odum, E.P. 1971. Fundamentals of Ecology. W.B. Saunders Co. USA, 574p
15. Rao M N. & Datta, A.K. 1987. WasteWater treatment. Oxford & IBH Publ. Co. Pvt.Ltd. 345p.
16. Sharma B.K., 2001. Environmental Chemistry. Geol Publ. House, Meerut.
17. Townsend C., Harper J, and Michael Begon, Essentials of Ecology, Blackwell Science XI
18. Trivedi R.K., Handbook of Environmental Laws, Rules Guidelines, Compliancesand Standards, Vol I and II, Enviro Media (R).
19. Trivedi R. K. and P.K. Goel, Introduction to air pollution, Techno-Science Publication.
20. Ecotourism Economics and Environment” by Nagarajan K and Alex K Thottunkel.
21. Indian Ecotourism: Environmental Rules and Regulations” by Ratandeep Singh.
22. Ecotourism and Sustainable Development” by Ravishanker Singh.



23. K. Agarwal et al (1996) Biodiversity and Environment, APH, DehraDun.
24. S.S. Negi (1993) Biodiversity and its Conservation in India, Indus Publications, New Delhi.
25. W.W. Collins and C.O. Qualset (1998) Biodiversity in Agro-ecosystem, CRC, Boston.
26. V.K. Krishnamurthy (2003) TextBook of Biodiversity, Science Publisher, Chennai.
27. Bharucha Erach, Textbook of Environmental Studies for Undergraduate Courses, UniversitiesPress, 2005.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Vinay Gudi Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Foundation Course -II Semester -II Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To make the learners aware about the various aspects of globalization.
- To make the learners aware about “The Great Recession.”
- To familiarize the learners with the concepts related to Global Financial Markets.
- To enable the learner to appreciate the role of governments in handling global crises.

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	4	1	21	-	21	6	Globalisation and India	PPT , Chalk Board, Computer
	Dec	31	4	1	21	-	21	5	Global Financial Markets	PPT , Chalk Board, Computer
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	International Supervisors	PPT , Chalk Board, Computer
	Feb	28	4	-	24	-	24	-	Major Economic global crisis	PPT , Chalk Board, Computer
	March	31	4	2	10	15	25	-	Exam/Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Mehta, P.L.: Managerial Economics –Analysis, Problem and Cases (S. Chand & Sons, N. Delhi).
2. Hirchey.M., Managerial Economics, Thomson South Western
3. Salvatore, D.: Managerial Economics in a global economy (Thomson South Western Singapore).
4. Frank R.H, Bernanke.B.S., Principles of Economics (Tata McGraw Hill).
5. Gregory Mankiw., Principles of Economics, Thomson South Western.
6. Samuelson & Nordhas.: Economics (Tata McGraw Hills, New Delhi).
7. Pal Sumitra, Managerial Economics cases and concepts (Macmillan, New Delhi).



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Bhuvaneshwari R Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Financial Mathematics -II Semester -II Division: A No. of lectures (per week): 4**

### **TEACHING OBJECTIVES:**

- To expose the user to fundamental concepts such as cash flows, present value, future value, yield and probability that form the basis for further advanced learning.
- To understand how to construct the best investment strategies that minimise risks in the real world.
- To express, reason, and prove the underlying principles of finance and Research.
- To tackle the problems of the valuation of assets and financial instruments, as well as optimizing capital allocation and resources

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	4	1	21	-	21	6	Random variables	PPT , Chalk Board, Computer
	Dec	31	4	1	21	-	21	5	Statistical distributions	PPT , Chalk Board, Computer
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Elementary Probability Theory	PPT , Chalk Board, Computer
	Feb	28	4	-	24	-	24	-	Decision Theory	PPT , Chalk Board, Computer
	March	31	4	2	10	15	25	-	Exam/Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Mathematics for Economics and Finance Methods and Modelling by Martin Anthony and Norman Biggs, Cambridge University Press, Cambridge low-priced edition, 2000, Chapters 1, 2, 4, 6 to 9 & 10.
2. Applied Calculus: By Stephen Waner and Steven Costenoble, Brooks/Cole Thomson Learning, second edition, Chapter 1 to 5.
3. Business Mathematics By D. C. Sancheti and V. K. Kapoor, Sultan Chand & Sons, 2006, Chapter 1, 5, 7, 9 & 10.
4. Mathematics for Business Economics: By J. D. Gupta, P. K. Gupta and Man Mohan, Tata Mc-Graw Hill Publishing Co. Ltd., 1987, Chapters 9 to 11 & 16.
5. Quantitative Methods-Part-I By S. Saha and S. Mukerji, New Central Book Agency, 1996, Chapters 7 & 12.
6. Mathematical Basis of Life Insurance By S.P. Dixit, C.S. Modi and R.V. Joshi, Insurance Institute of India, Chapters 1 and 2.
7. Securities Laws & Regulation of Financial Market : Intermediate Course Paper 8, Institute of Company Secretaries of India, Chapter 11.
8. Investments By J.C. Francis & R.W. Taylor, Schaum's Outlines, Tata Mc-Graw Hill Edition 2000, Chapters 2, 4 & section 25.1.
9. Indian Mutual Funds Handbook : By Sundar Shankaran, Vision Books, 2006, Sections 1.7, 1.8.1, 6.5 & Annexures 1.1 to 1.3.
10. STATISTICS by Schaum Series.
11. Operations Research by Gupta and Kapoor.
12. Operations Research by Schaum Series.

13. Fundamentals of Statistics - D. N. Elhance.
14. Statistical Methods - S.G. Gupta (S. Chand & Co).
15. Statistics for Management - Lovin R. Rubin D.S. (Prentice Hall of India).
16. Statistics - Theory, Method & Applications D.S.Sancheti & V. K. Kapoor.
17. Modern Business Statistics - (Revised}-B. Pearles& C. Sullivan –Prentice Hall of India.
18. Business Mathematics &Statistics : B Aggarwal, Ane Book Pvt. Limited.
19. Business Mathematics : D C Sancheti& V K Kapoor, Sultan Chand & Sons.
20. Business Mathematics: A P Verma, Asian Books Pvt.: Limited.
21. Statistics of Management , Richard Levin &David S. Rubin,Printice Hall of India, New Delhi.
22. Statistics for Business & Economics, David R Anderson, Dennis JSweney, Thopmson Publication.
23. Business Statistics, Bharadwaj, Excel Books, Delhi.
24. Business Mathematics, S.K Singh & J.K Singh, Brijwasi Book Distributor &Publisher.
25. Mathematics for Economics and Finance, Martin Anthony, Norman Biggs,Cambridge lowprice editions, 2000.
26. Business Mathematics, J.K. Singh, 2009, Himalaya Publishing House. Mathematics of Finance 2nd Edition Schaum’s Outline Series Peter Zima,Robert Brows Tata McGraw-Hill Publishing Company Ltd.





S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Pranay Sharma Department BCom (Actuarial Studies) Program: SY BAS**

**Course: Life Contingencies -I Semester -III Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- The learners are made to understand the concept and is equipped to interpret mortality table.
- The learners get introduced to the existing models related to mortality.
- To make them aware of survival models and various estimators with reference to it.
- Learners are introduced to use open sources for using various processes.

### Teaching plan for the academic year 2022-2023

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>III 2022-23</b>	June	30	4	-	15	-	15	12	Mortality studies	Use of technology, Chalk and Talk method,
	July	31	5	-	26	-	26	-	Stochastic processes	Use of technology, Chalk and Talk method,
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Survival models	Chalk and Talk method ,Group discussions
	Sept	30	4	4	21	-	21	3	Valuation using Microsoft Excel	Use of technology, Chalk and Talk method
	Oct	31	5	1	5	13	18	6	Interpretation of survival models	Group discussions, case study analysis.
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

Actuarial Mathematics, Bowers, L. Newton, et. al. 2nd ISBN 0938959468, Society of Actuaries

2. Survival models and their estimation 1988 Actex Publications

3. Mathematics of Finance 2nd Edition Schaum's Outline Series Peter Zima, Robert Browns Tata McGraw-Hill Publishing Company Ltd.

4. Mortality Studies, WF Scott 2000 available at <https://www.coursehero.com/file/8346708/Mortality-Studies-WF-Scott/>

5. Life Contingencies by Alistair Neill, Institute of Actuaries Textbook, ISBN 978-0750609173,

6. published by Butterworth-Heinemann Ltd

7. Modelling, analysis, design, and control of stochastic systems, by Kulkarni, Vidyadhar G. Springer

8. Life Contingencies by E. P. Spurgeon ISBN 1107648092, Cambridge University Press.

9. Practical Data Science with R, Nina Zumel and John Mount

10. Data Mining Applications with R, Yanchang Zhao; Yonghua Cen

11. R for Everyone: Advanced Analytics and Graphics, Jared P. Lander

12. Statistics Using R by Purohit, Gore and Deshmukh, 2008, Narosa Publications

13. Actuarial Statistics- An Introduction Using R, Shailaja R Deshmuk



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Vinayak Joshi Department BCom (Actuarial Studies) Program: SY BAS**

**Course: Auditing -I Semester -III Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To get the learners acquainted with scope of audit.
- To make them aware of the risks and its assessment in insurance industry.
- To know RBI regulations relating to audit of NBFCs and audit framework for BFSI.
- To understand the rules and regulations governing insurance sector in India

### Teaching plan for the academic year 2022-2023

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>III 2022-23</b>	June	30	4	-	15	-	15	12	General Audit consideration	Use of technology, Chalk and Talk method,
	July	31	5	-	26	-	26	-	Understanding Entity, Its Environment and Internal Control	Use of technology, Chalk and Talk method,
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Audit Framework for BFSI	Chalk and Talk method ,Group discussions
	Sept	30	4	4	21	-	21	3	Collection of Audit Evidence. Documentation	Use of technology, Chalk and Talk method
	Oct	31	5	1	5	13	18	6	Professional guidance for audit of BFSI	Group discussions, case study analysis.
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

- Alvin A. Arens , Randal J. Elder, et al., Auditing and Assurance Services (16th Edition) Feb 1, 2016
2. Karla M Johnstone-Zehms, Audrey A., Auditing: A Risk Based-Approach by Gramling, et al. | Feb 14, 2018
3. Timothy Louwers, Allen Blay, et al, Auditing & Assurance Services (Auditing and Assurance Services) Feb 10, 2017)
4. Ray Whittington and Kurt Pany GEN COMBO LL PRINCIPLES OF AUDITING & OTHER ASSURANCE SERVICES; CONNECT AC , May 4, 2018
5. Jones Orumwense, Principles and Practice of Internal Auditing in the Banking Industry: A Training Guide in internal and Forensic Auditing in Banks and other financial institutions, Feb 26, 2013
6. AICPA, Audit and Accounting Guide - Depository and Lending Institutions: Banks and Savings Institutions, Credit Unions, Finance Companies, and Mortgage Companies (AICPA Audit and Accounting Guide) Oct 23, 2018
7. Saloni Ramakrishna Enterprise Compliance Risk Management: An Essential Toolkit for Banks and Financial Services (Wiley Corporate F&A Book 641



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Vahid Kapadia Department BCom (Actuarial Studies) Program: SY BAS**

**Course: Information technology in BFSI- I Semester -III Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To make the learner understand the growing importance of IT in BFSI.
- To make them aware about Data Base System in BFSI.
- To enable them use MS Office for managing office.
- To equip them with presentation skills.

### Teaching plan for the academic year 2022-2023

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>III 2022-23</b>	June	30	4	-	15	-	15	12	Introduction and Concepts related to Information Technology	Use of FinTech Lab, practical assignment
	July	31	5	-	26	-	26	-	Data Base System in BFSI	Demonstration of software, practical assignment
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Internet and Information Technology	Use of FinTech Lab, demonstration of software
	Sept	30	4	4	21	-	21	3	Office Automation using MS Office, Advance Excel	Use of FinTech Lab, demonstration of software, practical assignment
	Oct	31	5	1	5	13	18	6	Presentation software	Use of FinTech Lab, demonstration of software, practical assignment
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	<b>-</b>	<b>-</b>



**List of Reference Books/ Magazine/ Any other Reference Material:**

- E-Banking in India : Challenges and Opportunities – By Rimpi Jatana, R. K. Uppal
2. Frontiers of E-Commerce – by Ravi Kalakota, Andrew B. Whinston – Pearson Education
  3. Frontiers of E-Commerce – by Ravi Kalakota, Andrew B. Whinston – Pearson Education
  4. Microsoft Office Professional 2013-Step by step
  5. By Beth Melton, Mark Dodge, Echo Swinford, Andrew Couch
  6. An Overview of Cyber Crime and Security – Volume 1-1 st Edition by Akash Kamal Mishra
  7. Computers and Banking by Sony and Agarwal
  8. E-Commerce by David Whitely
  9. Sanjay Soni and Vinayak Aggarwal, Computers and Banking, M/s Sultan Chand and sons, New Delhi, 1993.
  10. Uppal, R. K. “E-Banking in India (challenges & Opportunities)”, New Century Publications, New Delhi, 2007.
  12. General Bank Management from Indian Institute of Banking and Finance by Macmillan
  13. Modern Banking Technology-by Firdos Temurasp Shroff – published by – Northern Book Center, New Delhi
  14. General Bank Management from Indian Institute of Banking and Finance by Macmillan
  15. Microsoft Office Professional 2013-Step by step



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Deepti Kharpas Department BCom (Actuarial Studies) Program: SY BAS**

**Course: Documentation, Analysis & Reporting- I Semester -III Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- . To make them understand the nuances of report writing, segmenting the report, the nomenclature, technicalities and flow of the report.
- To make them realise the need for an accepted format, alignment of different sections as well as subsections of the report.
- To make the learner comprehend the use of tables, graphs and other presentation aids in the report at the appropriate places.
- To enable them to become a rapid reader

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>III 2022-23</b>	June	30	4	-	15	-	15	12	Overview of documentation analysis and reporting	PPT , video
	July	31	5	-	26	-	26	-	IRDAI Annual Report	Case Study, Group Discussion and PPT
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Ways of Data Tabulation	Group discussion Case Study, Group Discussion, PPT
	Sept	30	4	4	21	-	21	3	Graphical interpretation and inferences.	Group Discussion and PPT
	Oct	31	5	1	5	13	18	6	Nuances of interpretation and reporting	PPT , video
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. IRDAI English Annual Report
2. Banking Ombudsman Report
3. Nestle India Annual Report



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Usha Rao    Department BCom (Actuarial Studies) Program: SY BAS**

**Course: Management , Functions & Challenges    Semester -III    Division: A    No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To make the learners aware of conceptual knowledge and evolution of Management.
- To familiarize the learners with the functions of Management.
- To sensitize the learners about the actual work environment and how business managers have to deal with the issues related to changes in the environment.
- To sensitize the learners about the challenges faced by managers while reconstructing organisation

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>III 2022-23</b>	June	30	4	-	15	-	15	12	Management Thoughts and Approaches	PPT , video
	July	31	5	-	26	-	26	-	Planning and Organising	Case Study, Group Discussion and PPT
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Directing and Controlling	Group discussion Case Study, Group Discussion, PPT
	Sept	30	4	4	21	-	21	3	Mergers and Acquisitions Turnaround and Closures.	Group Discussion and PPT
	Oct	31	5	1	5	13	18	6	Challenges posed by technology gap	PPT , video
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

Challenges of Indian Management by B. R. Virmani.

2. Management Challenges of 21st century by Peter F. Drucker.

3. Management Book by Richard Newton; FT Publishing.

4. Truth about Leadership by James M. Kouzes and Barry Postet



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Kasturi Save Department BCom (Actuarial Studies) Program: SY BAS**

**Course: Business Laws and Insurance Specific Laws Semester -III Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To familiarize the learner with the various common business laws applicable to insurance business.
- To enable the learners in understanding the evolution of insurance laws.
- To make the learner aware of the evolution and legal framework of insurance business in India.
- To make them realize the need and importance of compliance.

### Teaching plan for the academic year 2022-2023

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>III 2022-23</b>	June	30	4	-	15	-	15	12	Indian Contract Act 1872	Topical case studies, Discussions
	July	31	5	-	26	-	26	-	Negotiable Instruments Act, 1881	Topical case studies, Presentations
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Indian Partnership Act, 1932 and Consumer Protection Act, 1986	Role play and Presentation.
	Sept	30	4	4	21	-	21	3	Insurance Laws in India	Discussions and Presentation.
	Oct	31	5	1	5	13	18	6	Regulatory Framework of Insurance Business in India	Topical case studies.
	<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	<b>-</b>

#### List of Reference Books/ Magazine/ Any other Reference Material

- IRDAI 1. Appointed Actuary Regulations, 2017 [https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral\\_Layout.aspx?page=PageNo3155&fl ag=1](https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral_Layout.aspx?page=PageNo3155&fl ag=1)
2. IRDAI Investment Regulations, 2016 [https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral\\_Layout.aspx?page=PageNo2934&fl ag=1](https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral_Layout.aspx?page=PageNo2934&fl ag=1)



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mr.Pranay Sharma    Department BCom (Actuarial Studies) Program: SY BAS**

**Course: Mathematical Modeling-I Semester -III    Division: A    No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To familiarize the learner with the various common business laws applicable to insurance business.
- To enable the learners in understanding the evolution of insurance laws.
- To make the learner aware of the evolution and legal framework of insurance business in India.
- To make them realize the need and importance of compliance.



### Teaching plan for the academic year 2022-2023

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>III 2022-23</b>	June	30	4	-	15	-	15	12	Application of Least Square Method and other Linear Models	Use of technology, Chalk and Talk method,
	July	31	5	-	26	-	26	-	Probability Distributions	Use of technology, Chalk and Talk method,
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Analysis of Models	Chalk and Talk method ,Group discussions
	Sept	30	4	4	21	-	21	3	Kaplan Meier: Naive estimator, hazard function, maximum likelihood estimator	Use of technology, Chalk and Talk method
	Oct	31	5	1	5	13	18	6	Analysis of Kaplan Meier curves	Group discussions, case study analysis.
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

#### List of Reference Books/ Magazine/ Any other Reference Material

Probability and Stochastic Processes with a View Toward Applications by Breiman, L. Boston: Houghton Mifflin, 1969.

2. Introduction to Stochastic Processes by Cinlar, E. Englewood Cliffs, N.J.: Prentice-Hall, 1975.
3. The Theory of Stochastic Processes by Cox, D. R., and H. D. Miller. New York: John Wiley & Sons, 1965.
4. Introduction to Stochastic Processes by Hoel, R. G., S. C. Port, and C. J. Stone. Boston: Houghton Mifflin, 1972. 5. Finite Markov Chains by Kemeny, J. G., and J. L. Snell. New York: Van Nostrand Reinhold, 1960.
6. Elements of Applied Stochastic Processes by Bhat, U. N. New York: John Wiley & Sons, 1972.
7. An Introduction to Probability Theory and Its Applications by Feller, W. 2 vols. New York: John Wiley & Sons, 1966 (vol. 2), 1968 (vol. 1, 3rd ed.).
8. A First Course in Stochastic Processes by Karlin, S., and H. M. Taylor. New York: Academic Press, 1975.
9. An Introduction to Stochastic Modeling by H.M. Taylor, and Samuel Karlin. New York: Academic Press, 3rd Edition.
10. Mathematics for Economics and Finance Methods and Modelling by Martin Anthony and Norman Biggs, Cambridge University Press, Cambridge low-priced edition, 2000, Chapters 1, 2, 4, 6 to 9 & 10.
11. Applied Calculus: By Stephen Waner and Steven Costenoble, Brooks/Cole Thomson Learning, second 57 edition, Chapter 1 to 5.
12. Business Mathematics By D. C. Sancheti and V. K. Kapoor, Sultan Chand & Sons, 2006, Chapter 1, 5, 7, 9 & 10. 13. Mathematics for Business Economics: By J. D. Gupta, P. K. Gupta and Man Mohan, Tata Mc-Graw Hill Publishing Co. Ltd., 1987, Chapters 9 to 11 & 16.
14. Quantitative Methods-Part-I By S. Saha and S. Mukerji, New Central Book Agency, 1996, Chapters 7 & 12
15. Mathematical Basis of Life Insurance By S.P. Dixit, C.S. Modi and R.V. Joshi, Insurance Institute of India, Chapters 1 and 2
16. STATISTICS by Schaum Series.
17. Fundamentals of Statistics - D. N. Elhance.
18. Statistics for Management - Lovin R. Rubin D.S. (Prentice Hall of India)
19. Statistics - Theory, Method & Applications D.S.Sancheti & V. K. Kapoor.
20. Modern Business Statistics - (Revised)-B. Pearles & C. Sullivan –Prentice Hall of India.

21. Business Mathematics & Statistics : B Aggarwal, Ane Book Pvt. Limited.
22. Business Mathematics : D C Sancheti & V K Kapoor, Sultan Chand & Sons.
23. Business Mathematics : A P Verma, Asian Books Pvt. : Limited.
24. Statistics of Management , Richard Levin & David S. Rubin, Printice Hall of India , New Delhi.
25. Statistics for Business & Economics, David R Anderson, Dennis J Sweney, Thopmson Publication.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Pranay Sharma Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Life Contingencies -II Semester -IV Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- The learners are made to understand the concept and is equipped to interpret mortality table.
- The learners get introduced to the existing models related to mortality.
- To make them aware of survival models and various estimators with reference to it.
- Learners are introduced to use open sources for using various processes

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>IV 2022-23</b>	Nov	30	4	1	21	-	21	6	Application of survival models to simple problems in long-term insurance, pensions and banking	PPT , Chalk Board, Computer
	Dec	31	4	1	21	-	21	5	Application of projected cash flow techniques in pricing, reserving, and assessing profitability of contracts	PPT , Chalk Board, Computer
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Pensions: measurement, recognition and disclosures	PPT , Chalk Board, Computer
	Feb	28	4	-	24	-	24	-	Life Contingency related software	PPT , Chalk Board, Computer
	March	31	4	2	10	15	25	-	Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

### **List of Reference Books/ Magazine/ Any other Reference Material**

Actuarial Mathematics, Bowers, L. Newton, et. al. 2nd ISBN 0938959468, Society of Actuaries

2. Survival models and their estimation 1988 Actex Publications

3. Mathematics of Finance 2nd Edition Schaum's Outline Series Peter Zima, Robert Browns Tata McGraw-Hill Publishing Company Ltd.

4. Mortality Studies, WF Scott 2000 available at <https://www.coursehero.com/file/8346708/Mortality-Studies-WF-Scott/>

5. Life Contingencies by Alistair Neill, Institute of Actuaries Textbook, ISBN 978-0750609173,

6. published by Butterworth-Heinemann Ltd

7. Modelling, analysis, design, and control of stochastic systems, by Kulkarni, Vidyadhar G. Springer

8. Life Contingencies by E. P. Spurgeon ISBN 1107648092, Cambridge University Press.

9. Practical Data Science with R, Nina Zumel and John Mount

10. Data Mining Applications with R, Yanchang Zhao; Yonghua Cen

11. R for Everyone: Advanced Analytics and Graphics, Jared P. Lander

12. Statistics Using R by Purohit, Gore and Deshmukh, 2008, Narosa Publications

13. Actuarial Statistics- An Introduction Using R, Shailaja R Deshmuk



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Vinayak Joshi    Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Auditing-II    Semester -IV    Division: A    No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To get the learners acquainted with scope of audit.
- To make them aware of the risks and its assessment in insurance industry.
- To know RBI regulations relating to audit of NBFCs and audit framework for BFSI.
- To understand the rules and regulations governing insurance sector in India

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>IV 2022-23</b>	Nov	30	4	1	21	-	21	6	Financial Reporting Framework	PPT , video
	Dec	31	4	1	21	-	21	5	Audit Consideration Chart	Case Study, Group Discussion and PPT
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	IFRS and GAAP	Group discussion Case Study, Group Discussion, PPT
	Feb	28	4	-	24	-	24	-	Application of statistical models to auditing	Group Discussion and PPT
	March	31	4	2	10	15	25	-	Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-



### **List of Reference Books/ Magazine/ Any other Reference Material**

Alvin A. Arens , Randal J. Elder, et al., Auditing and Assurance Services (16th Edition) Feb 1, 2016

2. Karla M Johnstone-Zehms, Audrey A., Auditing: A Risk Based-Approach by Gramling, et al. | Feb 14, 2018

3. Timothy Louwers, Allen Blay, et al, Auditing & Assurance Services (Auditing and Assurance Services) Feb 10, 2017)

4. Ray Whittington and Kurt Pany GEN COMBO LL PRINCIPLES OF AUDITING & OTHER ASSURANCE SERVICES;  
CONNECT AC , May 4, 2018

5. Jones Orumwense, Principles and Practice of Internal Auditing in the Banking Industry: A Training Guide in internal and Forensic Auditing in Banks and other financial institutions, Feb 26, 2013

6. AICPA, Audit and Accounting Guide - Depository and Lending Institutions: Banks and Savings Institutions, Credit Unions, Finance Companies, and Mortgage Companies (AICPA Audit and Accounting Guide) Oct 23, 2018  
7. Saloni Ramakrishna Enterprise Compliance Risk Management: An Essential Toolkit for Banks and Financial Services (Wiley Corporate F&A Book 641



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Vahid Kapadia    Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Information Technology in BFSI-II    Semester -IV Division: A    No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To make the learner understand the growing importance of IT in BFSI.
- To make them aware about Data Base System in BFSI.
- To enable them use MS Office for managing office.
- To equip them with presentation skills

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>IV 2022-23</b>	Nov	30	4	1	21	-	21	6	Role of Information Technology in Life Insurance	Demonstration of software, practical assignment
	Dec	31	4	1	21	-	21	5	Role of Information Technology in General Insurance	Demonstration of software, practical assignment
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Integrated Grievance Management System (IGMS)	Use of FinTech Lab, Demonstration of software,
	Feb	28	4	-	24	-	24	-	Future of Information Technology and Insurance Sector - TRAMBID, R Programming	Use of FinTech Lab, demonstration of software, practical assignment
	March	31	4	2	10	15	25	-	Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

### **List of Reference Books/ Magazine/ Any other Reference Material**

1. E-Banking in India : Challenges and Opportunities – By Rimpi Jatana, R. K. Uppal
2. Frontiers of E-Commerce – by Ravi Kalakota, Andrew B. Whinston – Pearson Education
3. Frontiers of E-Commerce – by Ravi Kalakota, Andrew B. Whinston – Pearson Education
4. Microsoft Office Professional 2013-Step by step
5. By Beth Melton, Mark Dodge, Echo Swinford, Andrew Couch
6. An Overview of Cyber Crime and Security – Volume 1-1 st Edition by Akash Kamal Mishra
7. Computers and Banking by Sony and Agarwal
8. E-Commerce by David Whitely
9. Sanjay Soni and Vinayak Aggarwal, Computers and Banking, M/s Sultan Chand and sons, New Delhi, 1993.
10. Uppal, R. K. “E-Banking in India (challenges & Opportunities)”, New Century Publications, New Delhi, 2007.
12. General Bank Management from Indian Institute of Banking and Finance by Macmillan
13. Modern Banking Technology-by Firdos Temurasp Shroff – published by – Northern Book Center, New Delhi
14. General Bank Management from Indian Institute of Banking and Finance by Macmillan
15. Microsoft Office Professional 2013-Step by step
16. By Beth Melton, Mark Dodge, Echo Swinford



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Deepti Kharpas      Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Documentation, Analysis & Reporting-II      Semester -IV Division: A      No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To make them understand the nuances of report writing, segmenting the report, the nomenclature, technicalities and flow of the report.
- To make them realise the need for an accepted format, alignment of different sections as well as subsections of the report.
- To make the learner comprehend the use of tables, graphs and other presentation aids in the report at the appropriate places.
- To enable them to become a rapid reader

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>IV 2022-23</b>	Nov	30	4	1	21	-	21	6	Analysis of the information in the IRDAI annual report.	PPT , video
	Dec	31	4	1	21	-	21	5	Analysis of the information in the Banking Ombudsman Report	Case Study, Group Discussion and PPT
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Professional report writing.	Group discussion Case Study, Group Discussion, PPT
	Feb	28	4	-	24	-	24	-	interpretation of statistical tables	Group Discussion and PPT
	March	31	4	2	10	15	25	-	Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material :** 1. IRDAI English Annual Report

2. Banking Ombudsman Report

3. Nestle India Annual Report



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Yogesh Vaishya    Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Production and Finance    Semester -IV Division: A    No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To get them introduced to few aspects of production and quality management.
- To acquaint the learners with the basic concepts of Production Management, Inventory Management & Quality Management.
- To impart the basic orientation towards the institutional framework of the Indian Financial System.
- To update the learners with the different markets and its players in the Indian Financial System and their relevance to India's Economy and also to orient them on how to invest in these financial markets

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>IV 2022-23</b>	Nov	30	4	1	21	-	21	6	Production Quality Management	Presentation, Practical work,
	Dec	31	4	1	21	-	21	5	Pension Plans and retirement benefits	Presentation, Practical work,
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Indian Financial System-I Institutional Framework	Case studies, group discussions and presentations.
	Feb	28	4	-	24	-	24	-	Indian Financial System-II Markets and Players and Institutions and Individuals.	Group discussions and presentations.
	March	31	4	2	10	15	25	-	Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-



### **List of Reference Books/ Magazine/ Any other Reference Material**

- Gene Burton, ManabThakur . Management Today Principles& Practice-, Tata McGrawHill,PublishingCo.Ltd.
2. JamesA.F.Stoner .Management –, Prentice Hall, Inc .U.S.A.
  3. Heinz Wehrich& Harold Koontz .Management: Global Prospective –, Tata McGraw- Hill, Publishing Co.Ltd.
  4. AlexisLeon ,MathewsLeon Vijay Nicole .Essential of Database Management Systems -, Imprints Pvt Ltd.
  5. Peter Drucker .Management –Task ,Responsibility , Practices – Truman Talley Books / E.P. Dutton / New York
  6. Viswanathan Rajeesh . Principles Of Management : Concepts &Cases . - 1st ed . - Mumbai : Himalaya Publishing House , 2010
  7. Viswanathan Rajeesh Bhat K.Shridhara. Principles Of Management : Concepts & Cases Mumbai Himalaya Publishing House 2010
  8. Sane Vivek S . Principles & Practices of Management. Pune : Symbiosis Centre for Distance Learning ,
  9. P.B Principles & Practices of Management Pune Symbiosis Centre for Distance Learning
  10. Ramasamy T . Principles of Management. - Mumbai : Himalaya Publishing House , 2014
  11. Ramasamy T. Ramasamy .Principles of Management,Mumbai, Himalaya Publishing Hous, 2014
  12. Jain T.K . Chugh Preeti. Principles of Marketing Management. - Jaipur : Garima Publication , 2017
  13. VasishthNeeru ; Vasishthvibhuti . Taxmann’s Principles of Management: Text & Cases / 4 th ed . - New Delhi : 14. Indian Financial System—Bharathi Pathiak, Pearson Publication.
  15. Financial Institutions and Markets : Structure Growth& Innovations – L.M.Bhole , JitendraMahakad, Tata McGraw Hill.
  16. The IndianFinancial System and Financial Market Operator-VasantDesai, Himalaya Publishing. 48
  17. Indian Financial System – M.Y.Khan, Tata McGraw –Hill.
  18. Production and Operations Management –Anandkumar Sharma, Anmol Publication.
  19. Mutual Funds in India: Emerging Issues-NaliniPravaTripathy, Excel Books New Delhi.
  20. Bhole, L.M., Financial Markets and Institutions. Tata McGraw Hill Publishing.
  21. Khan, M.Y., Indian Financial System-Theory and Practice. New Delhi: Vikas Publishing House.
  22. Sharma, G.L., and Y.P. Singh eds. Contemporary Issues in Finance and Taxation. Academic Foundation, Delhi.
  23. Khan and Jain, Financial Services, Tata McGraw Hill.
  24. Singh, J.K., Venture Capital Financing in India. DhanpatRai and Company, New Delhi.
  25. Horne, Van; James C., John Wachowicz, Fundamentals of Financial Management, Pearson Education



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Kasturi Save    Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Insurance Business Regulation and Supervision    Semester -IV Division: A    No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To make the learner understand the provisions of various insurance specific laws.
- To make them appreciate the role of IRDAI with respect to insurance industry.
- To enable the learners to understand the need for Fire, Marine and Motor Insurance in India.
- To make the learner aware about the role of intermediaries and the legal regulation related to them

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>IV 2022-23</b>	Nov	30	4	1	21	-	21	6	IRDAI Life and Health insurance	Topical case studies, Discussions
	Dec	31	4	1	21	-	21	5	IRDAI General Insurance and Re-insurance	Topical case studies, Presentations
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Fire Insurance, Marine Insurance and Motor Insurance in India	Case studies, Role play and Presentation.
	Feb	28	4	-	24	-	24	-	Regulation of Intermediaries in the Insurance Industry	Discussions and Presentation.
	March	31	4	2	10	15	25	-	Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

### **List of Reference Books/ Magazine/ Any other Reference Material**

1 IRDAI Actuarial Report and Abstract for Life Insurance Business, 2016

[https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral\\_Layout.aspx?page=PageNo2848&flag=1](https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral_Layout.aspx?page=PageNo2848&flag=1)

2 IRDAI General Insurance – Reinsurance, 2016

[https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral\\_Layout.aspx?page=PageNo2865&flag=1](https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral_Layout.aspx?page=PageNo2865&flag=1)

3 IRDAI Life Insurance-Reinsurance, 2013

[https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral\\_Layout.aspx?page=PageNo1971&flag=1](https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral_Layout.aspx?page=PageNo1971&flag=1)

4 IRDAI Reinsurance Regulations, 2018 [https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral\\_Layout.aspx?page=PageNo3685&flag=1](https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral_Layout.aspx?page=PageNo3685&flag=1)

5 IRDAI Assets, Liabilities and Solvency Margin of Life Insurance Business, 2016

[https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral\\_Layout.aspx?page=PageNo2847&flag=1](https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral_Layout.aspx?page=PageNo2847&flag=1)

6 IRDAI Assets, Liabilities and Solvency Margin of General Insurance Business, 2016

[https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral\\_Layout.aspx?page=PageNo2845&flag=1](https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral_Layout.aspx?page=PageNo2845&flag=1)

7 IRDAI Expenses of Management of Insurers Transacting Life Insurance Business, 2016

[https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral\\_Layout.aspx?page=PageNo2864&flag=1](https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral_Layout.aspx?page=PageNo2864&flag=1)

8 IRDAI Expenses of Management of Insurers Transacting General or Health Insurance Business, 2016

[https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral\\_Layout.aspx?page=PageNo2850&flag=1](https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral_Layout.aspx?page=PageNo2850&flag=1)

9 IRDAI Preparation of Financial Statements and Auditor's Report of Insurance Companies, 2002

[https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral\\_Layout.aspx?page=PageNo3632&flag=1](https://www.irdai.gov.in/ADMINCMS/cms/frmGeneral_Layout.aspx?page=PageNo3632&flag=1)



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Pranay Sharma    Department BCom (Actuarial Studies) Program: FY BAS**

**Course: Mathematical Modeling – II Semester -IV Division: A    No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To introduce basic concepts of mathematics and statistics that are relevant to survival models and stochastic models in Actuarial studies
- To enable the learner to understand Probability distribution.
- To ensure the understanding of Markov Chain Processes.
- To become familiar with the construction of Markov Jump Processes

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>IV 2022-23</b>	Nov	30	4	1	21	-	21	6	Time Series	Use of technology, Chalk and Talk method,
	Dec	31	4	1	21	-	21	5	Actuarial Modeling	Use of technology, Chalk and Talk method,
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Markov Chain Processes and Markov Jump Processes	Chalk and Talk method ,Group discussions
	Feb	28	4	-	24	-	24	-	Simple Assurance & Annuity Contracts	Group discussions, case study analysis
	March	31	4	2	10	15	25	-	Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

## **List of Reference Books/ Magazine/ Any other Reference Material**

1. Probability and Stochastic Processes with a View Toward Applications by Breiman, L. Boston: Houghton Mifflin, 1969.
2. Introduction to Stochastic Processes by Cinlar, E. Englewood Cliffs, N.J.: Prentice-Hall, 1975.
3. The Theory of Stochastic Processes by Cox, D. R., and H. D. Miller. New York: John Wiley & Sons, 1965.
4. Introduction to Stochastic Processes by Hoel, R. G., S. C. Port, and C. J. Stone. Boston: Houghton Mifflin, 1972. 5. Finite Markov Chains by Kemeny, J. G., and J. L. Snell. New York: Van Nostrand Reinhold, 1960.
6. Elements of Applied Stochastic Processes by Bhat, U. N. New York: John Wiley & Sons, 1972.
7. An Introduction to Probability Theory and Its Applications by Feller, W. 2 vols. New York: John Wiley & Sons, 1966 (vol. 2), 1968 (vol. 1, 3rd ed.).
8. A First Course in Stochastic Processes by Karlin, S., and H. M. Taylor. New York: Academic Press, 1975.
9. An Introduction to Stochastic Modeling by H.M. Taylor, and Samuel Karlin. New York: Academic Press, 3rd Edition.
10. Mathematics for Economics and Finance Methods and Modelling by Martin Anthony and Norman Biggs, Cambridge University Press, Cambridge low-priced edition, 2000, Chapters 1, 2, 4, 6 to 9 & 10.
11. Applied Calculus: By Stephen Waner and Steven Costenoble, Brooks/Cole Thomson Learning, second 57 edition, Chapter 1 to 5.
12. Business Mathematics By D. C. Sancheti and V. K. Kapoor, Sultan Chand & Sons, 2006, Chapter 1, 5, 7, 9 & 10.
13. Mathematics for Business Economics: By J. D. Gupta, P. K. Gupta and Man Mohan, Tata Mc-Graw Hill Publishing Co. Ltd., 1987, Chapters 9 to 11 & 16.
14. Quantitative Methods-Part-I By S. Saha and S. Mukerji, New Central Book Agency, 1996, Chapters 7 & 12
15. Mathematical Basis of Life Insurance By S.P. Dixit, C.S. Modi and R.V. Joshi, Insurance Institute of India, Chapters 1 and 2
16. STATISTICS by Schaum Series.
17. Fundamentals of Statistics - D. N. Elhance.

18. Statistics for Management - Lovin R. Rubin D.S. (Prentice Hall of India)
19. Statistics - Theory, Method & Applications D.S.Sancheti& V. K. Kapoor.
20. Modern Business Statistics - (Revised)-B. Pearles& C. Sullivan –Prentice Hall of India.
21. Business Mathematics & Statistics : B Aggarwal, Ane Book Pvt. Limited.
22. Business Mathematics : D C Sancheti& V K Kapoor, Sultan Chand & Sons.
23. Business Mathematics : A P Verma, Asian Books Pvt. :Limited.
24. Statistics of Management , Richard Levin & David S. Rubin, Printice Hall of India , NewDelhi.
25. Statistics for Business & Economics, David R Anderson, Dennis J Sweney, ThopmsonPublication.
26. Business Statistics , Bharadwaj , Excel Books, Delhi
27. Business Mathematics, S.K Singh & J.K Singh, Brijwasi Book Distributor & Publisher.
28. Mathematics for Economics and Finance, Martin Anthony, Norman Biggs, Cambridge lowprice editions, 2000. 29. Stochastic Models for Social Processes by Bartholomew, D. J. New York: John Wiley & Sons, 1967





S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Pranay Sharma Department BCom (Actuarial Studies) Program: TY BAS**

**Course: Life Contingencies -I Semester - V Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- The learners are made to understand the concept and is equipped to interpret mortality table.
- The learners get introduced to the existing models related to mortality.
- To make them aware of survival models and various estimators with reference to it.
- Learners are introduced to use open sources for using various processes.

### Teaching plan for the academic year 2022-2023

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>V 2022-23</b>	June	30	4	-	15	-	15	12	Mortality studies	Use of technology, Chalk and Talk method,
	July	31	5	-	26	-	26	-	Stochastic processes	Use of technology, Chalk and Talk method,
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Survival models	Chalk and Talk method ,Group discussions
	Sept	30	4	4	21	-	21	3	Valuation using Microsoft Excel	Use of technology, Chalk and Talk method
	Oct	31	5	1	5	13	18	6	Interpretation of survival models	Group discussions, case study analysis.
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

### **List of Reference Books/ Magazine/ Any other Reference Material**

1. Actuarial Mathematics, Bowers, L. Newton, et. al. 2nd ISBN 0938959468, Society of Actuaries
2. Survival models and their estimation 1988 Actex Publications
3. Mathematics of Finance 2nd Edition Schaum's Outline Series Peter Zima, Robert Browns Tata McGraw-Hill Publishing Company Ltd.
4. Mortality Studies, WF Scott 2000 available at <https://www.coursehero.com/file/8346708/Mortality-Studies-WF-Scott/>
5. Life Contingencies by Alistair Neill, Institute of Actuaries Textbook, ISBN 978-0750609173,
6. published by Butterworth-Heinemann Ltd
7. Modelling, analysis, design, and control of stochastic systems, by Kulkarni, Vidyadhar G. Springer
8. Life Contingencies by E. P. Spurgeon ISBN 1107648092, Cambridge University Press.
9. Practical Data Science with R, Nina Zumel and John Mount
10. Data Mining Applications with R, Yanchang Zhao; Yonghua Cen
11. R for Everyone: Advanced Analytics and Graphics, Jared P. Lander
12. Statistics Using R by Purohit, Gore and Deshmukh, 2008, Narosa Publications
13. Actuarial Statistics- An Introduction Using R, Shailaja R Deshmuk



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Pranay Sharma Department BCom (Actuarial Studies) Program: TY BAS**

**Course: Advanced Financial Mathematics -I Semester - V Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- In-depth understanding of interest rates, duration of assets and liabilities, studying of actuarial models.
- Understanding and application of distributions used for calculating losses and risk models.

### Teaching plan for the academic year 2022-2023

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>V 2022-23</b>	June	30	4	-	15	-	15	12	Interest rate yield curves	Use of technology, Chalk and Talk method,
	July	31	5	-	26	-	26	-	Principles of actuarial modelling	Use of technology, Chalk and Talk method,
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Fundamentals of frequency and severity models	Chalk and Talk method ,Group discussions
	Sept	30	4	4	21	-	21	3	Fundamentals of aggregate models	Use of technology, Chalk and Talk method
	Oct	31	5	1	5	13	18	6	Revision	.
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

### **List of Reference Books/ Magazine/ Any other Reference Material**

1. ActEd Study Material Subject CM2 2019 Actuarial Education Company, [acted@bpp.com](mailto:acted@bpp.com)
2. Actuarial Mathematics, Bowers, L. Newton, et. al., ISBN 0938959468, Society of Actuaries USA
3. An introduction to the mathematics of finance by McCutcheon, J. J., Scott, W. F., Heinemann, 1986. ISBN: 043491228X
4. Mathematics of Finance 2nd Edition Schaum's Outline Series Peter Zima, Robert Browns TataMcGraw-Hill Publishing Company Ltd.
5. Derivatives Markets (3<sup>rd</sup> edition), by Robert McDonald, Pearson India.
6. Options, Futures and Other Derivatives, by John Hull and S. Basu, 9789352866595, Pearson Education.
7. John Freund's Mathematical Statistics with Applications by Miller, 131427067, Prentice Hall.
8. The Term Structure of Interest Rates, by Robert A. Jarrow, Annual Reviews 2009.
9. Elementary Statistics by Mario Triola 9780321369185, Prentice Hall.
10. Descriptive Statistics by R. J. Shah, Sheth Publishers.
11. Statistical Methods by R. J. Shah, Sheth Publishers



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Vallaban Narayanan Department BCom (Actuarial Studies) Program: TY BAS**

**Course: Investment Analysis -I Semester - V Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- Understanding of different asset classes, economic influences on assets, relationship between risk and return.
- Understanding investment policy for Indian savings, employee benefit plans, insurance companies.
- Analysing measures of investment risk and asset valuation.

### Teaching plan for the academic year 2022-2023

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>V 2022-23</b>	June	30	4	-	15	-	15	12	Investments and markets	Use of technology, Chalk and Talk method,
	July	31	5	-	26	-	26	-	Investment policy in long-term savings and employee benefits	Use of technology, Chalk and Talk method,
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Behavioural finance for investment and measures of investment risk	Chalk and Talk method ,Group discussions
	Sept	30	4	4	21	-	21	3	Equity and bond valuation	Use of technology, Chalk and Talk method
	Oct	31	5	1	5	13	18	6	Revision	.
	<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-



### **List of Reference Books/ Magazine/ Any other Reference Material**

1. ActEd Study Material Subject CM1 2019 Actuarial Education Company, acted@bpp.com
2. ActEd Study Material Subject CM2 2019 Actuarial Education Company, acted@bpp.com
3. Derivatives Markets (3rd edition), Robert McDonald, Pearson India
4. Options, Futures and Other Derivatives, by John Hull and S. Basu, 9789352866595, Pearson Education.
5. An introduction to the mathematics of finance by McCutcheon, J. J., Scott, W. F. Heinemann, 1986. ISBN: 043491228X.
6. Behavioural Finance, by Prasanna Chandra, ISBN 9389811287, McGraw Hill India.
7. The Behavioural Investor by Daniel Crosby, ISBN 9388423623, Jaico Publishers.
8. Pension Fund ESG Risk Disclosures: Developing Global Practice, International Actuarial Association 2020.
9. The Term Structure of Interest Rates, by Robert A. Jarrow, Annual Reviews 2009



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Aparna Menjode Department BCom (Actuarial Studies) Program: TY BAS**

**Course: Business Communication in German -I Semester - V Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. To prepare young adults for German business communication
2. To prepare young adults to deal with German clients in business situations

### Teaching plan for the academic year 2022-2023

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>V 2022-23</b>	June	30	4	-	15	-	15	12	Business Etiquettes: conversations with colleagues and clients	Use of technology, Chalk and Talk method,
	July	31	5	-	26	-	26	-	Establishment of a new office	Use of technology, Chalk and Talk method,
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	To make official and unofficial appointments	Chalk and Talk method ,Group discussions
	Sept	30	4	4	21	-	21	3	Report Writing	Use of technology, Chalk and Talk method
	Oct	31	5	1	5	13	18	6	Revision	.
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	<b>-</b>	<b>-</b>

#### List of Reference Books/ Magazine/ Any other Reference Material

DaF im Unternehmen A1 Kurs – und Übungsbuch, Klett Verlag



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Divya Lalwani Department BCom (Actuarial Studies) Program: TY BAS**

**Course: Customer Relationship Management -I Semester - V Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. To help the Learners to understand the concepts of CRM and e-CRM.
2. To know the CRM practices in service sectors.
3. To understand the values of customer

### Teaching plan for the academic year 2022-2023

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>V 2022-23</b>	June	30	4	-	15	-	15	12	Introduction of CRM and its Fundamentals	Use of technology, Chalk and Talk method,
	July	31	5	-	26	-	26	-	Customer Acquisition	Use of technology, Chalk and Talk method,
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Customer Retention	Chalk and Talk method ,Group discussions
	Sept	30	4	4	21	-	21	3	CRM Mechanics	Use of technology, Chalk and Talk method
	Oct	31	5	1	5	13	18	6	Revision	.
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	<b>-</b>	<b>-</b>

#### List of Reference Books/ Magazine/ Any other Reference Material

1. Judith W .Kincaid , Customer Relationship Management Getting it Right, Pearson Education
2. H.Peeru Mohamed , A Sagadevan, Customer Relationship Management, A Step by Step Approach, Vikas Publishing House
3. Customer Centricity –Focus on right customer for strategic advantage, by Peter Fader, Wharton Digitz Press , 2012



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Pranay Sharma and Vallabh Narayan Department BCom (Actuarial Studies) Program: TY BAS**

**Course: Project Work -I Semester - V Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. Understanding the process of doing research is conducted from introduction to conclusion.
2. Learning about research methodology, literature review, data analysis and project appraisal using R programming and Python
3. Learning Option Greeks and application in risk management

### Teaching plan for the academic year 2022-2023

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>V 2022-23</b>	June	30	4	-	15	-	15	12	Option Greeks and Risk management	Use of technology, Chalk and Talk method,
	July	31	5	-	26	-	26	-	Retirement planning – Pension plans and benefits	Chalk and Talk method ,Group discussions
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Data structuring using R and Python	Use of technology and Talk method
	Sept	30	4	4	21	-	21	3	Data analysis using R and Python	Use of technology and Talk method
	Oct	31	5	1	5	13	18	6	Revision	.
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	<b>-</b>	<b>-</b>

**List of Reference Books/ Magazine/ Any other Reference Material**

<https://www.think-asia.org/bitstream/handle/11540/12131/disaster-risk-financing-country-diagnostics-toolkit.pdf?sequence=1>

<https://actuarialsociety.org.za/convention/convention2015/wp-content/uploads/2015/10/2015-Marais.pdf>

<https://www.math.ualberta.ca/mss/misc/A%20Mathematician%27s%20Apology.pdf>





S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Vallaban Narayanan Department BCom (Actuarial Studies) Program: TY BAS**

**Course: Investment Analysis -II Semester - VI Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- Understanding asset Liability modelling, risk budgeting, portfolio management, mean-variance portfolio theory.
- Learning about investment disclosure, financial accounting, and unitisation.

### Teaching plan for the academic year 2022-2023

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>VI 2022-23</b>	Nov	30	4	1	21	-	21	6	Investment strategy and performance measurement	Use of technology, Chalk and Talk method,
	Dec	31	4	1	21	-	21	5	Investment accounting and disclosures	Use of technology, Chalk and Talk method,
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Portfolio management	Chalk and Talk method ,Group discussions
	Feb	28	4	-	24	-	24	-	Unitisation	Chalk and Talk method ,Group discussions
	March	31	4	2	10	15	25	-	Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material**

1. ActEd Study Material Subject CM1 2019 Actuarial Education Company, acted@bpp.com
2. ActEd Study Material Subject CM2 2019 Actuarial Education Company, acted@bpp.com
3. Derivatives Markets (3rd edition), Robert McDonald, Pearson India
4. Options, Futures and Other Derivatives, by John Hull and S. Basu, 9789352866595, Pearson Education.
5. An introduction to the mathematics of finance by McCutcheon, J. J., Scott, W. F.
6. Heinemann, 1986. ISBN: 043491228X.
7. Behavioural Finance, by Prasanna Chandra, ISBN 9389811287, McGraw Hill India.
8. The Behavioural Investor by Daniel Crosby, ISBN 9388423623, Jaico Publishers.
9. Pension Fund ESG Risk Disclosures: Developing Global Practice, International Actuarial Association 2020.
10. The Term Structure of Interest Rates, by Robert A. Jarrow, Annual Reviews 2009.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Aparna Menjode Department BCom (Actuarial Studies) Program: TY BAS**

**Course: Business Communication in German -I Semester - V Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

3. To prepare young adults for German business communication
4. To prepare young adults to deal with German clients in business situations

### Teaching plan for the academic year 2022-2023

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>VI 2022-23</b>	Nov	30	4	1	21	-	21	6	Business meetings ( outside office )	Use of technology, Chalk and Talk method,
	Dec	31	4	1	21	-	21	5	Celebration of milestones in a German company	Use of technology, Chalk and Talk method,
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Trainee: Experience in different departments	Chalk and Talk method ,Group discussions
	Feb	28	4	-	24	-	24	-	Organisational visit and report	Chalk and Talk method ,Group discussions
	March	31	4	2	10	15	25	-	Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material**

1. DaF im Unternehmen A1 Kurs – und Übungsbuch, Klett Verlag



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Pranay Sharma Department BCom (Actuarial Studies) Program: TY BAS**

**Course: Life Contingencies -II Semester -VI Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- The learners are made to understand the concept and is equipped to interpret mortality table.
- The learners get introduced to the existing models related to mortality.
- To make them aware of survival models and various estimators with reference to it.
- Learners are introduced to use open sources for using various processes

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>VI 2022-23</b>	Nov	30	4	1	21	-	21	6	Application of survival models to simple problems in long-term insurance, pensions and banking	PPT , Chalk Board, Computer
	Dec	31	4	1	21	-	21	5	Application of projected cash flow techniques in pricing, reserving, and assessing profitability of contracts	PPT , Chalk Board, Computer
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Pensions: measurement, recognition and disclosures	PPT , Chalk Board, Computer
	Feb	28	4	-	24	-	24	-	Life Contingency related software	PPT , Chalk Board, Computer
	March	31	4	2	10	15	25	-	Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-



### **List of Reference Books/ Magazine/ Any other Reference Material**

Actuarial Mathematics, Bowers, L. Newton, et. al. 2nd ISBN 0938959468, Society of Actuaries

2. Survival models and their estimation 1988 Actex Publications

3. Mathematics of Finance 2nd Edition Schaum's Outline Series Peter Zima, Robert Browns Tata McGraw-Hill Publishing Company Ltd.

4. Mortality Studies, WF Scott 2000 available at <https://www.coursehero.com/file/8346708/Mortality-Studies-WF-Scott/>

5. Life Contingencies by Alistair Neill, Institute of Actuaries Textbook, ISBN 978-0750609173,

6. published by Butterworth-Heinemann Ltd

7. Modelling, analysis, design, and control of stochastic systems, by Kulkarni, Vidyadhar G. Springer

8. Life Contingencies by E. P. Spurgeon ISBN 1107648092, Cambridge University Press.

9. Practical Data Science with R, Nina Zumel and John Mount

10. Data Mining Applications with R, Yanchang Zhao; Yonghua Cen

11. R for Everyone: Advanced Analytics and Graphics, Jared P. Lander

12. Statistics Using R by Purohit, Gore and Deshmukh, 2008, Narosa Publications

13. Actuarial Statistics- An Introduction Using R, Shailaja R Deshmuk



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Divya Lalwani Department BCom (Actuarial Studies) Program: TY BAS**

**Course: Customer Relationship Management -II Semester - VI Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. To help the Learners to understand Future Trends in CRM and e-CRM.
2. To know the framework of evolving CRM.
3. To understand CRM in B2C and B2B Market.

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>VI 2022-23</b>	Nov	30	4	1	21	-	21	6	Overview of CRM in B2C and B2B Market	PPT , Chalk Board, Computer
	Dec	31	4	1	21	-	21	5	Implementation of CRM and Future Trends in CRM	PPT , Chalk Board, Computer
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	CRM emerging concepts and perspective –	PPT , Chalk Board, Computer
	Feb	28	4	-	24	-	24	-	Architecture of CRM	PPT , Chalk Board, Computer
	March	31	4	2	10	15	25	-	Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material**

1. Customer Relationship Management – Concepts and Technologies by Francis Buttle, 2<sup>nd</sup> Edition, Butterworth Heinemann, Elsevier
2. Relationship Management – Text and Cases, S. Shajahan, TMGH.
3. J N Sheth, AtulParvatiyar, G. Shainesh, 2001, Customer Relationship Management, Tata McGraw Hill
4. Customer Relationship Management: Concepts and Cases, Second Edition, Alok Kumar Rai PHI learning Pvt Ltd, New Delhi



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Vallabh Narayan Department BCom (Actuarial Studies) Program: TY BAS**

**Course: Project Work -II Semester - VI Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

1. Learn to write independent research paper with an actuarial acumen (Theoretical or application)
2. Discuss research methodology and creating products.
3. Understanding data analysis, interpretation and presentation for a research.

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>VI 2022-23</b>	Nov	30	4	1	21	-	21	6	Introduction, historical background and literature review	PPT , Chalk Board,
	Dec	31	4	1	21	-	21	5	Research methodology, scope and limitations	PPT , Chalk Board, Computer
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Data analysis, interpretation and presentation	PPT , Chalk Board, Computer
	Feb	28	4	-	24	-	24	-	Conclusion and suggestions on improving the methods	PPT , Chalk Board, Group discussions
	March	31	4	2	10	15	25	-	Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

# **Teaching Plans**

## **BBA (Shipping & Logistics Management)**

## APPENDIX I



S.P. Mandali 's

### **R. A. Podar College of Commerce & Economics**

ACADEMIC CELL

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mr. Viren Dayal**

**Department BBA**

**Program: FY BBA**

**Course: Introduction to Shipping**

**Semester: I Division: A No. of lectures (per week):3**

#### **TEACHING OBJECTIVES:**

- To enable the learner to get an insight into the shipping industry
- To ensure in-depth learning of all aspects of trade and shipping procedures
- To understand the process and procedures related to the shipping industry



Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem-I 2022-23</b>	June	30	04	-	15	-	15	12	Evolution of Maritime Trade and Regulations	PPT , video
	July	31	05	-	26	-	26	-	Dynamics of Business and role of Shipping Service	Case Study, Group Discussion and PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Clearance of Cargo and Role of various stakeholders	Group discussion, PPT
	Sept	30	04	04	21	-	21	03	Trends in shipping	Group Discussion and PPT
	Oct	31	05	01	05	13	18	06	Practice sessions	PPT , video
<b>Subtotal</b>	<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>21</b>		

**List of Reference Books/Magazine/ Any other Reference Material:**

1. Alan E. Branch – “Elements of Shipping” –Routledge - Taylor & Francis Group;9th edition, 2015 or later.
2. Edward, S; Butterfield, CSJ; “Shipping Practice”- Sterling Book House,Mumbai, 11th edition, 1999 or later.
3. Alderton P.M.; “Reeds Sea Transport”; Adland Coles Nautical, London; 6thedition, 2011 or later.
4. Stopford, M; “Maritime Economics”; Routledge - Taylor & Francis Group; 3rdedition, 2009 or later.

## **APPENDIX I**



**S.P. Mandali 's**

# **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Ms. N. Usha Rao**

**Department BBA**

**Program: FY BBA**

**Course: Principles of Management**

**Semester: I Division: A No. of lectures (per week): 3**

### **TEACHING OBJECTIVES:**

- To introduce theories of learning on the evolution of levels of management
- To appraise the learner with the structure, hierarchy and recent trends of management.
- To understand the functions and process of management

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem-I 2022-23</b>	June	30	04	-	15	-	15	12	Significance, Role & Skills, Levels of Management	PPT, video
	July	31	05	-	26	-	26	-	Importance, Elements, Process, Techniques of Decision Making	Case Study, Group Discussion and PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Formal & Informal, Line & Staff and Matrix, Span of Control	Group discussion, PPT
	Sept	30	04	04	21	-	21	03	Directing, Leadership, Co-ordination, • Recent Trends:	Group Discussion and PPT
	Oct	31	05	01	05	13	18	06	Practice sessions	PPT, video
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	-

**List of Reference Books/Magazine/ Any other Reference Material:**

1. Principles of Management, Ramasamy, Himalaya Publication, Mumbai
2. Principles of Management, Tripathi Reddy, Tata Mc Graw Hill
3. Management Text & Cases, VSP Rao, Excel Books, Delhi
4. Management Concepts and OB, P S Rao & N V Shah, Ajab Pustakalaya
5. Essentials of Management, Koontz II & W, Mc. Graw Hill, New York
6. Principles of Management-Text and Cases –Dr. M. Sakthivel Murugan, New Age Publications

## APPENDIX I



S.P. Mandali 's

# R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

Teacher's Name: Ms. Bhuwaneshwari R.

Department BBA Program: FY BBA

Course: Business Mathematics

Semester: I Division: A No. of lectures (per week):3

### TEACHING OBJECTIVES:

- To understand the various concepts of financial mathematics such as simple interest, compound interest, and annuity, permutation and combination
- To understand the concept of calculus such as there are waiters and application of derivatives
- To understand the concept of numerical analysis such as interpolation

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem-I 2022-23</b>	June	30	04	-	15	-	15	12	Elementary Financial Mathematics	Worksheets white board, Practice questions
	July	31	05	-	26	-	26	-	Matrices and Determinants	white board, practice questions
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Derivatives and Applications	PPT white board, Practice questions
	Sept	30	04	04	21	-	21	03	Numerical Analysis [Interpolation]	Worksheet and White Board
	Oct	31	05	01	05	13	18	06	Practice sessions	-----
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	-

**List of Reference Books/Magazine/ Any other Reference Material:**

1. Mathematics for Economics and Finance, Martin Anthony, Norman Biggs, Cambridge Low price editions, 2000.
2. Business Mathematics, D.C. Sancheti, V.K. Kapoor, Sultan Chand & Sons Publications, 2006.
3. Business Mathematics, J.K. Singh, 2009, Himalaya Publishing House.
4. Mathematics for Business and Economics, J.D. Gupta, P.K. Gupta, Man Mohan, Tata McGraw Hill Publishing Company Ltd.
5. Mathematics of Finance 2nd Edition Schaum' s Outline Series Peter Zima, Robert Browns Tata McGraw-Hill Publishing Company Ltd
6. Business Mathematics by Dr. Amarnath Dikshit &Dr. Jinendra Kumar Jain.
7. Business Mathematics by Bari - New Literature publishing company, Mumbai
8. Mathematics for Economics and Business, RS Bhardwaj, 2010, Excel Books
9. Business Mathematics, Zameerudin, Qazi, V.K. Khanna& S.K. Bhambri, Vikas Publishing House Pvt. Ltd, New Delhi



## APPENDIX I



S.P. Mandali 's

# R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

Teacher's Name: Ms. Swati Mukund

Department BBA Program: FY BBA

Course: Business Communication-I

Semester: I Division: A No. of lectures (per week):3

### TEACHING OBJECTIVES:

- To understand the effective use of power point presentation
- To understand the relevance and importance of inter personal communication skills
- To enhance written communication skills
- To enable the learners to adapt to the requirements of the industry

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem-I 2022-23</b>	June	30	04	-	15	-	15	12	Theory of Communication	PPT, video
	July	31	05	-	26	-	26	-	Obstacles to Communication in Business World	Case Study, Group Discussion and PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Business Correspondence	Group discussion, PPT
	Sept	30	04	04	21	-	21	03	Language and Writing Skills	Group Discussion and PPT
	Oct	31	05	01	05	13	18	06	Revision, Practice sessions	PPT , video
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	-

**List of Reference Books/Magazine/ Any other Reference Material:**

1. Agarwal, Anju D(1989) A Practical Handbook for Consumers, IBH. □
2. Alien, R.K.(1970) Organizational Management through Communication.
3. Ashley, A(1992) A Handbook Of Commercial Correspondence, Oxford University Press. □
4. Aswathappa, K (1991) Organizational Behavior, Himalayan Publication, Mumbai. □
5. Athreya N and Guha (1994) Effective Credit Management, MMC School of Management, Mumbai. □
6. Bahl, J.C. and Nagamia, S.M. (1974) Modern Business Correspondence and Minute Writing. □
7. Balan, K.R. and Rayudu C.S. (1996) Effective Communication, Beacon New Delhi. □
8. Bangh, L Sue, Fryar, Maridell and Thomas David A. (1998) How to Write First Class Business
9. Correspondence, N.T.C. Publishing Group USA □
10. Banerjee, Bani P (2005) Foundation of Ethics in Management Excel Books 10. Businessworld Special
11. Collector's Issue: Ethics and the Manager □
12. Barker, Alan (1993) Making Meetings Work, Sterling Publications Pvt. Ltd., New Delhi. □
13. Basu C. R .(1998) Business Organization and Management, T.M.H.New Delhi. □
14. Benjamin, James (1993) Business and Professional Communication Concepts and Practices, Harper
15. Collins College Publishers, New York.

## APPENDIX I



S.P. Mandali 's

# R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

Teacher's Name: Ms. Supriya Shetty

Department BBA Program: FY BBA

Course: Foundation Course-I

Semester: I Division: A No. of lectures (per week):3

### TEACHING OBJECTIVES:

- To understand the effective use of power point presentation
- To understand the relevance and importance of inter personal communication skills
- To enhance written communication skills

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem-I 2022-23</b>	June	30	04	-	15	-	15	12	Indian Society – Unity in Diversity and conflicts	PPT , video
	July	31	05	-	26	-	26	-	Social issues and problem	Case Study, Group Discussion and PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	The Indian Constitution	Group discussion, PPT
	Sept	30	04	04	21	-	21	03	Significant Aspects of Political Processes	Group Discussion and PPT
	Oct	31	05	01	05	13	18	06	Revision, Practice	PPT , video
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	-

**List of Reference Books/Magazine/ Any other Reference Material:**

1. Social and Economic Problems in India, Naseem Azad, R Gupta Pub (2011)
2. Indian Society and Culture, Vinita Pandey, Rawat Pub (2016)
3. Social Problems in India, Ram Ahuja, Rawat Pub (2014)
4. Faces of Feminine in Ancient, medieval and Modern India, Mandakranta Bose Oxford University
5. National Human rights commission- disability Manual
6. Rural, Urban Migration: Trends, challenges & Strategies, S Rajagopalan, ICFAI- 2012
7. Regional Inequalities in India Bhat L S SSRD- New Delhi
8. Urbanization in India: Challenges, Opportunities & the way forward, I J Ahluwalia, Ravi Kanbur, P K Mohanty,
9. The Constitution of India, P M Bakshi 2011
10. The Problems of Linguistic States in India, Krishna Kodesia Sterling Publications
11. Politics in India: structure, Process and Policy Subrata Mitra, Routledge Publications
12. Politics in India, Rajani Kothari, Orient Blackswan
13. Problems of Communalism in India, Ravindra Kumar Mittal Publication
14. Combating communalism in India: Key to National Integration, Kawal Kishor Bhardwaj, Mittal Publications

## APPENDIX I



S.P. Mandali 's

## R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

Teacher's Name: Mr. Mahavir Advaya

Department BBA

Program: FY BBA

Course: Information Technology -I

Semester: I Division: A No. of lectures (per week): 3

### TEACHING OBJECTIVES:

- To learn basic concepts of Information Technology, its support and role in Management, for managers.
- To understand basic concepts of Email, Internet and websites, domains and security therein.
- To recognize security aspects of IT in business, highlighting electronic transactions, advanced security features.

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem-I 2022-2023</b>	June	30	04	-	15	-	15	12	Cyber law and IT act	PPT, video
	July	31	05	-	26	-	26	-	Office Automation using MS-Office	Case Study, Group Discussion and PPT
	Aug	31	04	03 + 01* (Independence Day)	23	-	23 + 01* (Independence Day)	-	Email, Internet and its Applications	Group discussion, PPT
	Sept	30	04	04	21	-	21	03	E-Security	Group Discussion and PPT
	Oct	31	05	01	05	13	18	06	Practices, tests, applications	PPT video
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	<b>-</b>	<b>-</b>



**List of Reference Books/Magazine/ Any other Reference Material:**

1. Information Technology for Management, 6TH ED (With CD ) By Efraim Turban, Dorothy Leidner,
2. Ephraim Mclean, James Wetherbe (Ch1, Ch2)
3. Microsoft Office Professional 2013 Step by Step By Beth Melton, Mark Dodge, Echo Swinford, Andrew
4. Couch
5. 3. Tata McGraw Hill Joseph, P.T. : E-commerce An Indian Perspective (Ch-13,Ch-14)
6. 4. Computer Viruses and Related Threats: A Management Guide (Ch-2, Ch-3) By John P. Wack, Lisa J.
7. Carnahan (E-Book :
8. [https://play.google.com/books/reader?id=tsP15h9gr8MC&printsec=frontcover&output=reader&](https://play.google.com/books/reader?id=tsP15h9gr8MC&printsec=frontcover&output=reader&hl=en&pg=GBS.PR7.w.2.1.0)
9. [hl=en&pg=GBS.PR7.w.2.1.0\)](https://play.google.com/books/reader?id=tsP15h9gr8MC&printsec=frontcover&output=reader&hl=en&pg=GBS.PR7.w.2.1.0)
10. 5. Electronic Commerce - Technologies & Applications. Bharat, Bhaskar
11. [https://play.google.com/books/reader?id=F1zbUaBtk7IC&printsec=frontcover&output=reader&h](https://play.google.com/books/reader?id=F1zbUaBtk7IC&printsec=frontcover&output=reader&hl=en&pg=GBS.PP)
12. [l=en&pg=GBS.PP](https://play.google.com/books/reader?id=F1zbUaBtk7IC&printsec=frontcover&output=reader&hl=en&pg=GBS.PP)

## APPENDIX I



S.P. Mandali 's

### R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

Teacher's Name: Mr. Mahesh Deshpande

Department BBA

Program: FY BBA

Course: Economics-I

Semester: I Division: A No. of lectures (per week):3

#### TEACHING OBJECTIVES:

- To understand the basic concepts and microeconomics
- To understand the demand function with the help of numerical illustration on trend analysis and simple linear regression
- To understand the concept of supply, production function and cost of production
- To understand the different market structures
- To acquaint the learners related to pricing practices in today's business world

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem-I 2022-23</b>	June	30	04	-	15	-	15	12	basic tools- principle- economic relations - functional relations:	PPT, video
	July	31	05	-	26	-	26	-	Demand Analysis	Case Study, Group Discussion and PPT
	Aug	31	04	03 + 01* (Independ ence Day)	23	-	23 + 01* (Independ ence Day)	-	Supply and Production Decisions and Cost of Production	Group discussion , PPT
	Sept	30	04	04	21	-	21	03	Market structure: Perfect competition and Monopoly and Pricing and	Group Discussion and PPT
	Oct	31	05	01	05	13	18	06		PPT, video
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08 + 01*</b>	<b>90</b>	<b>13</b>	<b>103 + 1*</b>	<b>21</b>	-	-

**List of Reference Books/Magazine/ Any other Reference Material:**

1. Mehta, P.L.: Managerial Economics – Analysis, Problem and Cases (S. Chand & Sons, N. Delhi, 2000)
2. Hirchey .M., Managerial Economics, Thomson South western (2003)
3. Salvatore, D.: Managerial Economics in a global economy (Thomson South Western Singapore, 2001)
4. Frank Robert.H, Bernanke. Ben S., Principles of Economics (Tata McGraw Hill (ed.3)
5. Gregory Mankiw., Principles of Economics, Thomson South western (2002 reprint)
6. Samuelson & Nordhas.: Economics (Tata McGraw Hills, New Delhi, 2002)
7. Pal Sumitra, Managerial Economics cases and concepts (Macmillan, New Delhi,2004)

# Semester – II

## APPENDIX I



S.P. Mandali 's

**R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mr. Darius Aga**

**Department BBA Program: FY BBA**

**Course: Geography of Sea Transport**

**Semester: II Division: A No. of lectures (per week):3**

### **TEACHING OBJECTIVES:**

- To enable the learner to comprehend the nuances of Sea transport network
- To enable the understanding of the impact of geographic features on shipping activities
- To create an interest in a career in sea trade

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem-II 2022-23</b>	Nov	30	04	01	21	-	21	06	Earth science, Topography and Economic Geography	PPT , video
	Dec	31	04	01	21	-	21	05	Application of Practical Geography	Case Study, Group Discussion and PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Shipping Trade Routes determinants	Group discussion, PPT
	Feb	28	04	-	24	-	24	-	Evolution of WTO , role on preferential trade agreements	Group Discussion and PPT
	Mar	31	04	02	10	15	25	-	Revision	PPT , video
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

**List of Reference Books/Magazine/ Any other Reference Material:**

1. Shinde, P; “Geography of Resources”; Sheth Publications; 2008 edition or later.
2. Gupte, A.D. & Kapoor, A.N.; “Principles of Physical Geography: A Text book of Physiography”; S.Chand; 12<sup>th</sup> edition 2009 or later.
3. Dr. Tikka, R.N.; “Physical Geography”; SJ Publications, Meerut, 2006 edition or later.
4. Negi, B.S.; “Geography of Resources”; Kedar Nath Ram Nath, Meerut; 2010 edition or later.
5. Lake, P; “Physical Geography”; Cambridge, University Press; 2014 edition or later.
6. Heintzelman & Highsmith, R.M.; “World Regional Geography”; Prentice-Hall; 2011 edition or later.



## APPENDIX I



S.P. Mandali 's

R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

Teacher's Name: Mr. Viren Dayal

Department BBA Program: FY BBA

Course: Logistics Management

Semester: II Division: A No. of lectures (per week):3

### TEACHING OBJECTIVES:

- To sensitize the learner about the basics of logistics management
- To enable understanding of concepts and functions of logistics
- To understand the government policies related to logistics

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem-II 2022-23</b>	Nov	30	04	01	21	-	21	06	Evolution, components, ILS	PPT, video
	Dec	31	04	01	21	-	21	05	Dynamics of supply chain Management	Case Study, Group Discussion and PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Store Organization and warehousing	Group discussion, PPT
	Feb	28	04	-	24	-	24	-	Government Policies & Regulations	Group Discussion and PPT
	Mar	31	04	02	10	15	25	-	Revision	
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

**List of Reference Books/Magazine/ Any other Reference Material:**

- Bhattacharya, S.K.; “Logistics Management – Definitions, Dimensions, and Functional Applications”; S. Chand;
- 2nd edition 2013 or later.
- Shah, J; “Supply Chain Management; Text & Cases”; Pearson Education; 2016 edition or later.
- Farahani, R.Z.; Reza pour, S.; Karday, L.; “Logistics Operations & Management: Concepts & Models”; Elsevier; 2011 edition or later.
- Bhattacharya, S.K.; “Logistics Management – Definitions, Dimensions, and Functional Applications”; S. Chand;
- 2nd edition 2013 or later.
- Shah, J; “Supply Chain Management; Text & Cases”; Pearson Education; 2016 edition or later.
- Farahani, R.Z.; Reza pour, S.; Karday, L.; “Logistics Operations & Management: Concepts & Models”;

## APPENDIX I



S.P. Mandali 's

# R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

Teacher's Name: Ms. Bhuvaneshwari R.

Department BBA Program: FY BBA

Course: Business Statistics

Semester: II Division: A No. of lectures (per week):3

### TEACHING OBJECTIVES:

- To understand the basics of statistics and learn the various modes of presentation of data
- To apply the multiple tools useful in statistics
- To acquire knowledge of probability and standard statistical distribution
- To understand the concept of decision theory by using various methods

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem-II 2022-23</b>	Nov	30	04	01	21	-	21	06	Relevance, presentation of Data, Measure of Central tendency, Dispersion	Worksheets white board, Practice questions
	Dec	31	04	01	21	-	21	05	Co-Relation and Linear Regression	white board, practice questions
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Time Series and Index Number	PPT white board, Practice questions
	Feb	28	04	-	24	-	24	-	Probability and Decision Theory	Worksheet and White Board
	Mar	31	04	02	10	15	25	-	Practice sessions	
	April	30	04	04	-	22	22	-	Revision	
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

**List of Reference Books/Magazine/ Any other Reference Material:**

- Statistics of Management, Richard Levin & David S. Rubin, Prentice Hall of India , New Delhi.
- Statistics for Business & Economics, David R Anderson, Dennis J Sweeney, Thompson Publication.
- Fundamental of Statistics, S C Gupta, Himalaya Publication House. □ Business Statistics, Bharadwaj, Excel Books, Delhi □
- Business Mathematics, S.K Singh & J.K Singh, Brijwasi Book Distributor & Publisher.

## APPENDIX I



S.P. Mandali 's

## R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

Teacher's Name: Ms. Swati Mukund

Semester: I Department BBA Program: FYBBA

Course: Business Communication-II

Semester: II Division: A No. of lectures (per week):3

### TEACHING OBJECTIVES:

- To understand the effective use of power point presentation
- To understand the relevance and importance of conducting meetings
- To teach the formats of letter writing
- To enable the learners to adapt to the requirements of the industry

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	Presentation Skills	PPT, video
	Dec	31	04	01	21	-	21	05	Group Communication	Case Study, Group Discussion and PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Business Correspondence	Group discussion, PPT
	Feb	28	04	-	24	-	24	-	Language and Writing Skills	Group Discussion and PPT
	Mar	31	04	02	10	15	25	-	Presentation	PPT, video
	April	30	04	04	-	22	22	-	Assignments/ Tests	
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		



**List of Reference Books/Magazine/ Any other Reference Material:**

1. Agarwal, Anju D (1989) A Practical Handbook for Consumers, IBH.
2. Alien, R.K. (1970) Organizational Management through Communication.
3. Ashley, A(1992) A Handbook Of Commercial Correspondence, Oxford University Press.
4. Aswathapa, K (1991) Organizational Behavior, Himalayan Publication, Mumbai.
5. Athreya N and Guha (1994) Effective Credit Management, MMC School of Management, Mumbai.
6. Bahl, J.C. and Nagamia, S.M. (1974) Modern Business Correspondence and Minute Writing.
7. Balan, K.R. and Rayudu C.S. (1996) Effective Communication, Beacon New Delhi
8. Bangh, LSue, Fryar, Maridell and Thomas David A. (1998) How to Write First Class Business Correspondence, N.T.C. Publishing Group USA.
9. Banerjee, Bani P (2005) Foundation of Ethics in Management Excel Books
10. Businessworld Special Collector's Issue: Ethics and the Manager
11. Barker, Alan (1993) Making Meetings Work, Sterling Publications Pvt. Ltd., New Delhi.
12. Basu, C.R. (1998) Business Organization and Management, T.M.H.New Delhi.
13. Benjamin, James (1993) Business and Professional Communication Concepts and Practices, Harper Collins College Publishers, New York.
14. Bhargava and Bhargava(1971) Company Notices, Meetings and Regulations
15. Black, Sam (1972) Practical Public Relations, E.L.B.S. London.
16. Bovee Courtland and Thrill, John V(1989) Business Communication, Today
17. McGraw Hill, New York, Taxman Publication.
18. Burton, G and Thakur, (1995) Management Today- Principles and Practices
19. Darrow, Richard, Forrestal, Dan and Colman, Aubrey (1967) Public Relations Handbook, The Dart well Co., Chicago.
20. Dayal, Ishwar (1981) Managing Large Organizations: A Comparative Study.
21. Drucker. ((1970) Technology, Management and Society, Pan Books London.
22. Drucker.((1974)Management Responsibilities Practices, Heinemann, London.
23. Eyre, E.C. (1985) Effective Communication Made Simple, Rupa and Co. Calcutta.
24. Eco use Barry, (1999), Competitive Communication: A Rhetoric for Modern Business, OUP.
25. Fisher Dallmar, (1999), Communication in organization, Jaico Pub House, Mumbai, Delhi
26. Frailly, L.E. (1982) Handbook of Business Letters, Revised Edn. Prentice Hall Inc.
27. French, Astrid (1993) Interpersonal Skills. Sterling Publishers, New Delhi.
28. Fritsche, David J (2005) Business Ethics: A Global and Managerial Perspective

## APPENDIX I



S.P. Mandali 's

## R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

Teacher's Name: Ms. Supriya Shetty

Department BBA Program: FYBBA

Course: Foundation Course-II

Semester: II Division: A No. of lectures (per week): 3

### TEACHING OBJECTIVES:

- To understand the concept of liberalization, privatization and globalization
- To ensure that the learners understand the concept of human rights with special reference to fundamental rights as stated in the constitution of India
- To understand oneself and manage personal stress and conflict for harmonious interpersonal relationships.

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>Sem-II 2022-23</b>	Nov	30	04	01	21	-	21	06	Globalization and Indian Society	PPT , video
	Dec	31	04	01	21	-	21	05	Human Rights	Case Study, Group Discussion and PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Understanding oneself	Group discussion, PPT
	Feb	28	04	-	24	-	24	-	Stress and conflict management	Group Discussion and PPT
	Mar	31	04	02	10	15	25	-	Revision	PPT , video
	April	30	04	04	-	22	22	-	Examination	
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

**List of Reference Books/Magazine/ Any other Reference Material:**

1. A decade of economic reforms in India (The past, the present, the future) Edited by Raj Kapila and Uma
2. Kapila, Academic Foundation (2002)
3. Impact of the policies of WTO on Indian agriculture - S. Nehru, Serial Pub. (2012)
4. Privatization of public enterprises – Emerging dimensions – Edited by G.S. Batra, Narinder Kaur ,Anmol Pub. (1995)
5. Economics of development – Dwight Perkins, Steven Redelete, David Lindauer, Norton company
6. Industrial Policy and economic development in India (1947 -2012) – Anup Chatterjee New Century Pub. (2012)
7. Globalization and development of backward areas – Edited by G. Satyanarayana New Century Pub. (2007)
8. Contemporary issues in globalization – An introduction to theory and policy in India Soumya Sikdar, Oxford University Press (2002)
9. Environmental Studies – Dr. Vijay Kumar Tiwari, Himalayan Pub. (2010)
10. Ecology and environment – Benu Singh, Vista International Pub. (2006)
11. Universal Human Rights: In theory and practice, Jack Donnelly, (2014)
12. Stress Management – Dr. N. Tejmani Singh, Maxford books
13. Stress blasters – Brian Chichester, Perry Garfinkel and others, Rodale Press (1997)

## APPENDIX I



S.P. Mandali 's

### **R. A. Podar College of Commerce & Economics**

ACADEMIC CELL

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mr. Shantanu Gadade**

**Department BBA Program: FY BBA**

**Course: Information Technology**

**Semester: II Division: A No. of lectures (per week):3**

#### **TEACHING OBJECTIVES:**

- To understand managerial decision-making and to develop perceptive of major functional area of MIS.
- To provide conceptual study of Enterprise Resource Planning, Supply Chain Management, Customer Relationship Management, Key issues in implementation.
- To learn and understand relationship between database management and data warehouse approaches, the requirements and applications of data warehouse
- To learn outsourcing concepts. BPO/KPO industries, their structures, Cloud computing

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	, structure, organization levels, types,DSS	PPT , video
	Dec	31	04	01	21	-	21	05	ERP/E-SCM/E-CRM	Case Study, Group Discussion and PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Introduction to databases and data warehouse	Group discussion, PPT
	Feb	28	04	-	24	-	24	-	Outsourcing	Group Discussion and PPT
	Mar	31	04	02	10	15	25	-	Revision	PPT , video
	April	30	04	04	-	22	22	-	Examination	
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

**List of Reference Books/Magazine/ Any other Reference Material:**

1. Information Technology for Management, 6TH ED (With CD) By Efraim Turban, Dorothy Leidner, Ephraim Mclean, James Wetherbee (Ch1, Ch2)
2. Microsoft Office Professional 2013 Step by Step By Beth Melton, Mark Dodge, Echo Winford, Andrew Couch Tata McGraw Hill Joseph, P.T. : E-commerce An Indian Perspective (Ch-13,Ch-14)
3. Computer Viruses and Related Threats: A Management Guide (Ch-2, Ch-3) By John P. Wack, Lisa J. Carnahan
4. (EBook:<https://play.google.com/books/reader?id=tsP15h9gr8MC&printsec=frontcover&output=reader&hl=en&pg=GBS.PR7.w.2.1.0>)
5. Electronic Commerce - Technologies & Applications. Bharat, Bhaskar
6. <https://play.google.com/books/reader?id=F1zbUaBtk7IC&printsec=frontcover&output=reader&hl=en&pg=GBS.P>

## APPENDIX I



S.P. Mandali 's

## R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

Teacher's Name: Mr. Mahesh Deshpande

Department BBA Program: FY BBA

Course: Economics-II

Semester: II Division: A No. of lectures (per week):3

### TEACHING OBJECTIVES:

- Understand the fundamental principles and models of modern economics in depth and be able to apply them to economic and social issues
- Be able to use mathematical models to analyze behavior
- Be able to apply advanced, modern econometric methods to the analysis of data



Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	Macroeconomics, circular flow of income & expenditure etc.	PPT , video
	Dec	31	04	01	21	-	21	05	Money, Inflation and Monetary Policy	Case Study, Group Discussion and PPT
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Constituents of Fiscal Policy	Group discussion, PPT
	Feb	28	04	-	24	-	24	-	Open Economy : Theory and Issues of International Trade	Group Discussion and PPT
	Mar	31	04	02	10	15	25	-	Practice sessions etc.	PPT , video
	April	30	04	04	-	22	22	-		
	May	31	05	01*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>		

**List of Reference Books/Magazine/ Any other Reference Material:**

1. Ackley. G (1976), Macro Economic Theory and Policy, Macmillan Publishing Co. New York
2. Ahuja. H.L., Modern Economics — S. Chand Company Ltd. New Delhi.
3. Blanchard Olivier (2000), Macro Economics, Englewood Elitt, Prentice Hall
4. Bauman John, Principles of Macro Economics
5. Dornbusch, Ruediger, Fisher Stanley and Startz, Richards Macroeconomics, Nineth edition 2004 Tata-Mac Graw Hill, New Delhi.
6. Dwivedi, D.N. (2001), Macroeconomics: Theory and Policy, Tata-Mac Graw Hill, New Delhi.
7. Friedman Hilton (1953) Essays in Positive Economics, University of Chicago Press, London.
8. Gregory. N. Mankiw, Macroeconomics, Fifth Edition (2002) New York: Worth Publishers
9. Jhingan, M.L., Principles of Economics— Vrinda Publications (P) Ltd.
10. Shapiro, E (1996), Macro-Economic Analysis, Galgotia Publication, New Delhi.
11. Vaish.M.C. (2010) Macro Economic Theory 14th edition, Vikas Publishing House(P)Ltd



# **Teaching Plans**

## **BCom(Financial Markets)**

## APPENDIX I



S.P. Mandali's

**R. A. Podar College of Commerce & Economics(Autonomous)**  
Matunga, Mumbai 400 019

**Academic Calendar 2022-23**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Purvi Shah**

**Department : B.Com (Financial Markets)**

**Program: FYBFM**

**Course: Introduction to Financial Accounting**

**Semester : I**

**No. of lectures (per week) : 4**

### **TEACHING OBJECTIVES:**

- To understand the basic concept in bookkeeping
- To impart knowledge on passing of journal entries and converting the journal entries into ledger
- To learn the concept of depreciation and its application
- To learn the preparation of trial balance and final accounts

**Teaching Plan for the Academic year 2022-23**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>I 2022-23</b>	June	30	4	-	15	-	15	12	Introduction	PPT , Chalk & Board
	July	31	5	-	26	-	26	-	Nature and purpose of Accounting	PPT , Chalk & Board
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Books of Accounts and Introduction to Financial Statements	PPT , Chalk & Board
	Sept	30	4	4	21	-	21	3	Preparation of Final Accounts	PPT , Chalk & Board Computer
	Oct	31	5	1	5	13	18	6	Revision	PPT , Chalk & Board Computer
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	<b>-</b>	<b>-</b>

**List of Reference Books/Magazine/ Any other Reference Material:**

- Financial Accounts (a managerial emphasis): By Ashok Banerjee – Excel books
- Fundamental of Accounting and Financial Analysis: By Anil Choudhary (Pearsoneducation)
- Indian Accounting Standards and IFRS for non-financial executives: By T.P. Ghosh–Taxman
- Financial Accounting for Business Managers: By Ashish K. Bhattacharya.
- Introduction to Accountancy by T.S. Grewal, S. Chand and Company (P) Ltd., NewDelhi
- Advance Accounts by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi
- Advanced Accountancy by R.L Gupta and M. Radhaswamy, S. Chand and Company (P)Ltd., New Delhi
- Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd.,Mumbai
- Financial Accounting by LesileChandwichk, Pentice Hall of India AdinBakley (P) Ltd.,New Delhi



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics(Autonomous)**

**Matunga, Mumbai 400 019**

**Academic Calendar 2022-23**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Vallaban Narayanan**

**Department : B.Com (Financial Markets)**

**Program: FYBFM**

**Course: Introduction to Financial Systems**

**Semester : I**

**No. of lectures (per week) : 3**

### **TEACHING OBJECTIVES:**

- To develop a comprehensive understanding of the Indian Financial System
- To familiarize students with money markets, capital markets and foreign exchange market.
- To discuss the role of technology in the financial system
- To provide an overview of different financial products available in India.



### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	4	-	15	-	15	12	Introduction	PPT , Chalk & Board Computer
	July	31	5	-	26	-	26	-	Overview of Financial System	PPT , Chalk & Board Computer
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Financial Markets and Financial Regulators	PPT , Chalk & Board Computer
	Sept	30	4	4	21	-	21	3	Financial Instruments	PPT , Chalk & Board Computer
	Oct	31	5	1	5	13	18	6	Revision	PPT , Chalk & Board Computer
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	<b>-</b>	<b>-</b>

#### List of Reference Books/ Magazine/ Any other Reference Material:

1. John C. Hull & Basu - Futures, options & other derivatives
- Robert McDonald, Derivatives market, Pearson education
- John Hull, Fundamentals of futures & options
- Ankit Gala & Jitendra Gala, Guide to Indian Commodity market, Buzzingstock publishing house
- K.Sasidharan & Alex K. Mathews, Option trading – bull market strategies, McGraw Hill publication
- NitiChatnani, Commodity markets, McGraw Hill Publication
- S. Kevin, Commodities & financial derivatives, PHI learning Pvt ltd
- Suni K Parmeswaran, Futures & options, McGraw Hill



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics(Autonomous)**

**Matunga, Mumbai 400 019**

**Academic Calendar 2022-23**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Bhuvaneswari R**

**Department : B.Com (Financial Markets)**

**Program: FYBFM**

**Course: Business Mathematics**

**Semester : I**

**No. of lectures (per week) : 4**

### **TEACHING OBJECTIVES:**

- To understand the various concepts of financial mathematics such as simple interest, compound interest, and annuity, permutation and combination
- To understand the concept of calculus such as derivatives and application of derivatives
- To understand the concept of numerical analysis such as interpolation

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	4	-	15	-	15	12	Introduction	PPT , video
	July	31	5	-	26	-	26	-	Elementary Financial Mathematics	PPT , Chalk & Board Computer
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Matrices and Determinants	PPT , Chalk & Board Computer
	Sept	30	4	4	21	-	21	3	Derivatives and Applications of Derivatives	PPT , Chalk & Board Computer
	Oct	31	5	1	5	13	18	6	Numerical Analysis [Interpolation]	PPT , Chalk & Board Computer
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Mathematics for Economics and Finance, Martin Anthony, Norman Biggs, Cambridge low price editions, 2000.
2. Business Mathematics, D.C. Sancheti, V.K. Kapoor, Sultan Chand & Sons Publications, 2006.
3. Business Mathematics, J.K. Singh, 2009, Himalaya Publishing House.
4. Mathematics for Business and Economics, J.D. Gupta, P.K. Gupta, Man Mohan, Tata McGraw Hill Publishing Company Ltd.
5. Mathematics of Finance 2nd Edition Schaum's Outline Series Peter Zima, Robert Browns Tata McGraw-Hill Publishing Company Ltd
6. Business Mathematics by Dr. Amarnath Dikshit & Dr. Jinendra Kumar Jain.
7. Business Mathematics by Bari - New Literature publishing company, Mumbai
8. Mathematics for Economics and Business, RS Bhardwaj, 2010, Excel Books
9. Business Mathematics, Zameerudin, Qazi, V.K. Khanna & S.K. Bhambri, Vikas Publishing House Pvt. Ltd, New Delhi



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics(Autonomous)**

**Matunga, Mumbai 400 019**

**Academic Calendar 2022-23**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name:Swati Mukund**

**Department : B.Com (Financial Markets)**

**Program: FYBFM**

**Course: Business Communication I**

**Semester : I**

**No. of lectures (per week) : 3**

### **TEACHING OBJECTIVES:**

- To understand the effective use of power point presentation
- To understand the relevance and importance of inter personal communication skills
- To enhance written communication skills
- To enable the students to adapt to the requirements of the industry

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	4	-	15	-	15	12	Introduction	PPT , Videos
	July	31	5	-	26	-	26	-	Theory of Communication	PPT, Group Discussions
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Obstacles to Communication in Business World	PPT , Group Discussions Case study
	Sept	30	4	4	21	-	21	3	Business Correspondence	Group Discussions, Case study
	Oct	31	5	1	5	13	18	6	Language and Writing Skills	PPT , Group Discussions , Case study
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

#### List of Reference Books/ Magazine/ Any other Reference Material:

1. 1. Agarwal, Anju D(1989) A Practical Handbook for Consumers, IBH.
2. Alien, R.K.(1970) Organizational Management through Communication.
3. Ashley,A(1992) A Handbook Of Commercial Correspondence, Oxford University Press.
4. Aswathapa, K (1991)Organisational Behaviour, Himalayan Publication, Mumbai.
5. Atreya N and Guha (1994) Effective Credit Management, MMC School of Management, Mumbai.
6. Bahl,J.C. and Nagamia,S.M. (1974) Modern Business Correspondence and Minute Writing.
7. Balan,K.R. and Rayudu C.S. (1996) Effective Communication, Beacon New Delhi. • Bangh, LSue, Fryar,Maridell and Thomas David A. (1998) How to Write First Class Business Correspondence, N.T.C. Publishing Group USA.
8. Banerjee, Bani P (2005) Foundation of Ethics in Mangement Excel Books 10.Businessworld Special Collector's Issue: Ethics and the Manager
9. Barkar, Alan(1993) Making Meetings Work, Sterling Publications Pvt. Ltd., New Delhi.

10. Basu,C.R.(1998) Business Organisation and Management, T.M.H.New Delhi.
11. Benjamin, James (1993) Business and Professional Communication Concepts and Practices, Harper Collins College Publishers, New York.
12. Bhargava and Bhargava(1971) Company Notices, Meetings and Regulations
13. .
14. BoveeCourtland,L and Thrill, John V(1989) Business Communication, Today McGraw Hill, New York, Taxman Publication.
15. Burton, G and Thakur, (1995) Management Today- Principles and Practices. T.M.H.,New Delhi.
16. Darrow, Richard, Forrstal, Dan and Coolman, Aubrey (1967) Public Relations Handbook, TheDartwell Co., Chicago.
17. Dayal, Ishwar(1981) Managing Large Organizations: A Comparative Study.
18. Drucher,P.F.(1970) Technology, Management and Society, Pan Books London.
19. Drucher,P.F.(1974)Management Responsibilities Practices, Heinemann, London. 22.Eyre, E.C. (1985) Effective Communication Made Simple, Rupa and Co.Calcutta.
20. Ecouse Barry, (1999), Competitive Communication: A Black, Sam (1972) Practical Public Relations, E.L.B.S. London Rhetoric for Modern Business, OUP.
21. Fisher Dalmar, (1999), Communication in Organisation, Jaico Pub House, Mumbai, Delhi.
22. Frailley, L.E. (1982) Handbook of Business Letters, Revised Edn. Prentice Hall Inc. French, Astrid (1993) Interpersonal Skills. Sterling Publishers, New Delhi.
23. 27 Fritzsche, David J (2005) Business Ethics: A Global and Managerial Perspective McGraw Hill
24. Garlside, L.E. (1980) Modern Business Correspondence, McDonald and Evans Ltd. Plymouth.
25. Ghanekar, A (1996) Communication Skill for Effective Management. Everest Publishing House, Pune.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics(Autonomous)**

**Matunga, Mumbai 400 019**

**Academic Calendar 2022-23**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name:Swati Mukund**

**Department : B.Com (Financial Markets)**

**Program: FYBFM**

**Course: Foundation Course I**

**Semester : I**

**No. of lectures (per week) : 3**

### **TEACHING OBJECTIVES:**

- To help the learner understand the inter-disciplinary approach of social fabric.
- To sensitize learners on the socio-economic concerns in India with specific focus on the issues of the youth.
- To help learners articulate their views on the contemporary social issues



### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	4	-	15	-	15	12	Introduction	PPT , Videos
	July	31	5	-	26	-	26	-	Indian Society – Unity in Diversity and conflicts	PPT, Group Discussions
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Social issues and problem	PPT , Group Discussions Case study
	Sept	30	4	4	21	-	21	3	The Indian Constitution	Group Discussions, Case study
	Oct	31	5	1	5	13	18	6	Significant Aspects of Political Processes	PPT , Group Discussions , Case study
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	

#### List of Reference Books/ Magazine/ Any other Reference Material:

1. Black, Sam (1972) Practical Public Relations, E.L.B.S. London
2. Banerjee, Bani P (2005) Foundation of Ethics in Mangement
3. Agarwal, Anju D(1989) A Practical Handbook for Consumers, IBH



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics(Autonomous)**

**Matunga, Mumbai 400 019**

**Academic Calendar 2022-23**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Usha Rao**

**Department : B.Com (Financial Markets)**

**Program: FYBFM**

**Course: Business Environment**

**Semester : I**

**No. of lectures (per week) : 3**

### **TEACHING OBJECTIVES**

- To understand the nature and dynamics of business organizations
- to understand the impact of internal and external environmental factors on a business enterprise
- to sensitize the students on social responsibilities
- to introduce concept of relevance and importance related to current trends in business enterprise
- to familiarize the students on the challenges faced by International business

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	4	-	15	-	15	12	Introduction	PPT ,
	July	31	5	-	26	-	26	-	Introduction to Business Environment	PPT, Group Discussions
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Political and Legal environment	PPT , Group Discussions Case study
	Sept	30	4	4	21	-	21	3	Social and Cultural Environment, Technological environment andCompetitive Environment	Group Discussions, Case study
	Oct	31	5	1	5	13	18	6	International Environment and Revision	PPT , Group Discussions , Case study
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	<b>-</b>	

**List of Reference Books/ Magazine/ Any other Reference Material:**

- Morrison J, The International Business Environment, Palgrave
- Francis Cherunilam, Business Environment-Himalaya Publishing House, New Delhi
- K. Aswathappa, Essentials of Business Environment, Himalaya Publishing House, New Delhi
- MISHRA AND PURI, Indian Economy, Himalaya Publishing House, New Delhi
- Business Environment Raj Aggarwal Excel Books, Delhi
- Strategic Planning for Corporate Ramaswamy V McMillan, New Delhi
- Business and society - Lokanathan and Lakshmi Rajan, Emerald Publishers.
- Economic Environment of Business - M. Adhikary, Sultan Chand & Sons.
- TATA Publications on Economic indicators



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics(Autonomous)**

**Matunga, Mumbai 400 019**

**Academic Calendar 2022-23**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Mahesh Deshpande**

**Department : B.Com (Financial Markets)**

**Program: FYBFM**

**Course: Business Economics I**

**Semester : I**

**No. of lectures (per week) : 3**

### **TEACHING OBJECTIVES**

- To understand the basic concepts and microeconomics
- To understand the demand function with the help of numerical illustration on trend analysis and simple linear regression
- To understand the concept of supply, production function and cost of production
- To understand the different market structures
- To acquaint the students related to pricing practices in today's business world

**Teaching Plan for the Academic year 2022-23**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	4	-	15	-	15	12	Introduction	PPT
	July	31	5	-	26	-	26	-	Demand Analysis	PPT, Group Discussions
	Aug	31	4	03+01* (Independence day)	23	-	23+1* (Independence Day)	-	Supply and Production Decisions and Cost of Production	PPT , Group Discussions Case study
	Sept	30	4	4	21	-	21	3	Market structure: Perfect competition and Monopoly and Pricing	Group Discussions, Case study
	Oct	31	5	1	5	13	18	6	Output Decisions under Imperfect Competition	PPT , Group Discussions , Case study
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	

### **List of Reference Books/ Magazine/ Any other Reference Material**

1. Mehta, P.L.: Managerial Economics – Analysis, Problem and Cases (S. Chand & Sons, N. Delhi).
2. Hirchey.M., Managerial Economics, Thomson South Western
3. Salvatore, D.: Managerial Economics in a global economy (Thomson South Western Singapore).
4. Frank R.H, Bernanke.B.S., Principles of Economics (Tata McGraw Hill).
5. Gregory Mankiw., Principles of Economics, Thomson South Western.
6. Samuelson & Nordhas.: Economics (Tata McGraw Hills, New Delhi).
7. Pal Sumitra, Managerial Economics cases and concepts (Macmillan, New Delhi).



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics(Autonomous)**

**Matunga, Mumbai 400 019**

**Academic Calendar 2022-23**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Purvi Shah**

**Department : B.Com (Financial Markets)**

**Program: FYBFM**

**Course: Financial Accounting II**

**Semester : II**

**No. of lectures (per week) : 4**

### **TEACHING OBJECTIVES:**

- To understand the basic concept of shares and debentures
- To impart knowledge on Corporate Accounting
- To learn the concept of Share Valuation
- To learn the concepts of Indian Accounting Standards



### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	4	1	21	-	21	6	Shares and Debentures	PPT , Chalk Board, Computer
	Dec	31	4	1	21	-	21	5	Corporate Accounting	PPT , Chalk Board, Computer
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Share Valuation	PPT , Chalk Board, Computer
	Feb	28	4	-	24	-	24	-	Indian Accounting Standards	PPT , Chalk Board, Computer
	March	31	4	2	10	15	25	-	Exam /Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	

**List of Reference Books/ Magazine/ Any other Reference Material:**

- Financial Accounts (a managerial emphasis): By Ashok Banerjee – Excel books
- Fundamental of Accounting and Financial Analysis: By Anil Choudhary (Pearson education)
- Indian Accounting Standards and IFRS for non-financial executives: By T.P. Ghosh–Taxman
- Financial Accounting for Business Managers: By Ashish K. Bhattacharya.
- Introduction to Accountancy by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi
- Advance Accounts by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi
- Advanced Accountancy by R.L Gupta and M. Radhaswamy, S. Chand and Company (P)Ltd., New Delhi
- Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Financial Accounting by Lesile Chandwick, Pentice Hall of India AdinBakley (P) Ltd., New Delhi



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics(Autonomous)**

**Matunga, Mumbai 400 019**

**Academic Calendar 2022-23**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Divya Shetty**

**Department : B.Com (Financial Markets)**

**Program: FYBFM**

**Course: Principles of Management**

**Semester : II**

**No. of lectures (per week) : 3**

### **TEACHING OBJECTIVES:**

- To introduce theories of learning on the evolution of levels of management
- To apprise the learner with the structure, hierarchy and recent trends of management.
- To understand the functions and process of management

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	4	1	21	-	21	6	Introduction to Management	PPT, Group Discussions
	Dec	31	4	1	21	-	21	5	Planning and Decision Making	PPT , Group Discussions Case study
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Organizing	Group Discussions, Case study
	Feb	28	4	-	24	-	24	-	Directing, Leadership, Co-ordination and Controlling	PPT , Group Discussions , Case study
	March	31	4	2	10	15	25	-	Exam /Revision	-
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

#### List of Reference Books/ Magazine/ Any other Reference Material

1. Principles of Management, Ramasamy, Himalaya Publication, Mumbai
2. Principles of Management, Tripathi Reddy, Tata Mc Graw Hil
3. Management Text & Cases, VSP Rao, Excel Books, Delhi
4. Management Concepts and OB, P S Rao & N V Shah, Ajab Pustakalaya
5. Essentials of Management, Koontz II & W, Mc. Graw Hill, New York
6. Principles of Management-Text and Cases –Dr.M.Sakthivel Murugan, New AgePublications



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics(Autonomous)**

**Matunga, Mumbai 400 019**

**Academic Calendar 2022-23**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Bhuvaneswari R**

**Department : B.Com (Financial Markets)**

**Program: FYBFM**

**Course: Business Statistics**

**Semester : II**

**No. of lectures (per week) : 4**

### **TEACHING OBJECTIVES:**

- To understand the basics of statistics and learn the various modes of presentation of data
- To apply the multiple tools useful in statistics
- To acquire knowledge of probability and standard statistical distribution
- To understand the concept of decision theory by using various methods

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	4	1	21	-	21	6	Introduction to Statistics	PPT , Chalk Board, Computer
	Dec	31	4	1	21	-	21	5	Co-Relation and Linear Regression	PPT , Chalk Board, Computer
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Time Series and Index Number	PPT , Chalk Board, Computer
	Feb	28	4	-	24	-	24	-	Probability and Decision Theory	PPT , Chalk Board, Computer
	March	31	4	2	10	15	25	-	Exam /Revision	-
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material**

- Statistics by Schaum Series.
- Operations Research by Gupta and Kapoor.
- Operations Research by Schaum Series.
- Fundamentals of Statistics - D. N. Elhance.
- Statistical Methods - S.G. Gupta (S. Chand & Co.
- Statistics for Management - Lovin R. Rubin D.S. (Prentice Hall of India)
- Statistics - Theory, Method & Applications D.S.Sancheti& V. K. Kapoor.
- Modern Business Statistics - (Revised)-B. Pearles& C. Sullivan –Prentice Hall of India.
- Business Mathematics &Statistics : B Aggarwal, Ane Book Pvt. Limited.
- Business Mathematics : D C Sancheti& V K Kapoor, Sultan Chand & Sons.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics(Autonomous)**

**Matunga, Mumbai 400 019**

**Academic Calendar 2022-23**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Divya Lalwani**

**Department : B.Com (Financial Markets)**

**Program: FYBFM**

**Course: Business Communication II**

**Semester : II**

**No. of lectures (per week) : 3**

### **TEACHING OBJECTIVES:**

- To understand the effective use of power point presentation
- To understand the relevance and importance of conducting meetings
- To teach the formats of letter writing
- To enable the students to adapt to the requirements of the industry



### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	4	1	21	-	21	6	Presentation Skills	PPT, Group Discussions
	Dec	31	4	1	21	-	21	5	Group Communication	PPT , Group Discussions Case study
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Business Correspondence	Group Discussions, Case study
	Feb	28	4	-	24	-	24	-	Language and Writing Skills	PPT , Group Discussions , Case study
	March	31	4	2	10	15	25	-	Exam /Revision	-
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

### **List of Reference Books/ Magazine/ Any other Reference Material**

1. Agarwal, AnjuD(1989) A Practical Handbook for Consumers, IBH.
2. Alien, R.K.(1970) Organisational Management through Communication.
3. Ashley,A(1992) A Handbook Of Commercial Correspondence, Oxford University Press.
4. Aswathapa, K (1991)Organisational Behaviour, Himalayan Publication, Mumbai.
5. Atreya N and Guha (1994) Effective Credit Management, MMC School of Management, Mumbai.
6. Bahl,J.C. and Nagamia,S.M. (1974) Modern Business Correspondence and Minute Writing.
7. Balan,K.R. and Rayudu C.S. (1996) Effective Communication, Beacon New Delhi. •Bangh, LSue, Fryar,Maridell and Thomas David A. (1998) How to Write First Class Business Correspondence, N.T.C. Publishing Group USA.
8. Banerjee, Bani P (2005) Foundation of Ethics in Mangement Excel Books 10.Businessworld Special Collector's Issue: Ethics and the Manager
9. Barkar, Alan(1993) Making Meetings Work, Sterling Publications Pvt. Ltd., New Delhi.
10. Basu,C.R.(1998) Business Organisation and Management, T.M.H.New Delhi.
11. Benjamin, James (1993) Business and Professional Communication Concepts and Practices, Harper Collins College Publishers, New York.
12. Bhargava and Bhargava(1971) Company Notices, Meetings and Regulations
13. Black, Sam (1972) Practical Public Relations, E.L.B.S. London.
14. BoveeCourtland,L and Thrill, John V(1989) Business Communication, Today McGraw Hill, New York, Taxman Publication.
15. Burton, G and Thakur, (1995) Management Today- Principles and Practices.T.M.H.,New Delhi.
16. Darrow, Richard, Forrstal, Dan and Coolman, Aubrey (1967) Public Relations Handbook, The Dartwell Co., Chicago.
17. Dayal, Ishwar(1981) Managing Large Organizations: A Comparative Study.
18. Drucher,P.F.(1970) Technology, Management and Society, Pan Books London.
19. Drucher,P.F.(1974)Management Responsibilities Practices, Heinemann, London. 22.Eyre, E.C. (1985) Effective Communication Made Simple, Rupa and Co.Calcutta.
20. Ecouse Barry, (1999), Competitive Communication: A Rhetoric for Modern Business,OUP.



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics(Autonomous)**

**Matunga, Mumbai 400 019**

**Academic Calendar 2022-23**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Priya Malhotra**

**Department : B.Com (Financial Markets)**

**Program: FYBFM**

**Course: Foundation Course II**

**Semester : II**

**No. of lectures (per week) : 3**

### **TEACHING OBJECTIVES:**

- To understand the concept of liberalisation, privatisation and globalisation
- To ensure that the students understand the concept of human rights with special reference to fundamental rights as stated in the constitution of India
- To understand oneself and manage personal stress and conflict for harmonious interpersonal relationships.

**Teaching Plan for the Academic year 2022-23**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>II 2022-23</b>	Nov	30	4	1	21	-	21	6	Globalisation and Indian Society	PPT, Group Discussions
	Dec	31	4	1	21	-	21	5	Human Rights	PPT , Group Discussions Case study
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Understanding oneself	Group Discussions, Case study
	Feb	28	4	-	24	-	24	-	Stress and conflict management	PPT , Group Discussions , Case study
	March	31	4	2	10	15	25	-	Exam /Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

- A decade of economic reforms in India (The past, the present, the future)-Edited by RajKapila and Uma Kapila, Academic Foundation (2002)
- Impact of the policies of WTO on Indian agriculture - S. Nehru, Serial Pub. (2012)
- Privatisation of public enterprises – Emerging dimensions – Edited by G.S. Batra,NarinderKaur ,Anmol Pub. (1995)
- Economics of development – Dwight Perkins, Steven Radelet, David Lindauer, Nortoncompany
- Industrial Policy and economic development in India (1947 -2012) – AnupChatterjeeNewCentury Pub. (2012)
- Globalisation and development of backward areas – Edited by G. Satyanarayana NewCentury Pub. (2007)
- Contemporary issues in globalisation – An introduction to theory and policy in India SoumyenSikder , Oxford University Press (2002)
- Environmental Studies – Dr. Vijay Kumar Tiwari , Himalayan Pub. (2010)
- Ecology and environment – Benu Singh, Vista International Pub. (2006)
- Universal Human Rights : In theory and practice, Jack Donnelly, (2014) • StressManagement –
- N. Tejmani Singh ,Maxford books (2011)
- Stress blasters – Brian Chchester, Perry Garfinkel and others, Rodale Press (1997)



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics(Autonomous)**

**Matunga, Mumbai 400 019**

**Academic Calendar 2022-23**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Supriya Shetty**

**Department : B.Com (Financial Markets)**

**Program: FYBFM**

**Course: Environmental Science**

**Semester : II**

**No. of lectures (per week) : 3**

### **TEACHING OBJECTIVES:**

- To make the learner understand the need for sustainable environment.
- The learner will be able to understand the key environmental concepts and will be able to orient themselves towards better utilization of natural resources.
- To sensitize learner towards various Environmental Movements and educate them towards Environmental laws.

**Teaching Plan for the Academic year 2022-23**

<b>Semester</b>	<b>Month</b>	<b>No. of days</b>	<b>Sundays</b>	<b>Holidays + Breaks</b>	<b>Teaching days</b>	<b>Exam days</b>	<b>No. of Working Days</b>	<b>Vacations</b>	<b>Topics Covered</b>	<b>Teaching Methodology/ Tools</b>
<b>II 2022-23</b>	Nov	30	4	1	21	-	21	6	Environment: An overview	PPT, Group Discussions
	Dec	31	4	1	21	-	21	5	Natural Resources	PPT , Group Discussions Case study
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Environment and Economic Activities	Group Discussions, Case study
	Feb	28	4	-	24	-	24	-	Environment Management	PPT , Group Discussions , Case study
	March	31	4	2	10	15	25	-	Exam /Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Agarwal, K.C. 2001 Environmental Biology, Nidi Publ. Ltd. Bikaner.
2. Bharucha Erach, The Biodiversity of India, Mapin Publishing Pvt.Ltd.,Ahmedabad – 380 013, India, Email:mapin@icenet.net.
3. Brunner R.C., 1989, Hazardous Waste Incineration, McGraw Hill Inc. 480p
4. Clark R.S., Marine Pollution, Clanderson Press Oxford.
5. Cunningham, W.P. Cooper, T.H. Gorhani, E & Hepworth, M.T. 2001, Environmental Encyclopedia, Jaico Publ. House, Mumbai, 1196p.
6. De A.K., Environmental Chemistry, Wiley Eastern Ltd.
7. Gleick, H.P. 1993. Water in crisis, Pacific Institute for Studies in Dev., Environment & Security. Stockholm Env. Institute Oxford Univ. Press. 473p.
8. Hawkins R.E., Encyclopedia of Indian Natural History, Bombay Natural History Society, Bombay.
9. Heywood, V.H &Waston, R.T. 1995. Global Biodiversity Assessment. Cambridge Univ. Press 1140p.
10. Jadhav, H &Bhosale, V.M. 1995. Environmental Protection and Laws. Himalaya Pub.House, Delhi 284 p.
11. Mckinney, M.L. & School, R.M. 1996. Environmental Science systems & Solutions, Webenhanced edition. 639p.
12. Mhaskar A.K., Matter Hazardous, Techno-Science Publication.
13. Miller T.G. Jr. Environmental Science, Wadsworth Publishing Co.
14. Odum, E.P. 1971. Fundamentals of Ecology. W.B. Saunders Co. USA, 574p.
15. Rao M N. &Datta, A.K. 1987. Waste Water treatment. Oxford & IBH Publ. Co.Pvt.Ltd. 345p.





S.P. Mandali's

## **R. A. Podar College of Commerce & Economics(Autonomous)**

**Matunga, Mumbai 400 019**

**Academic Calendar 2022-23**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name: Vahid Kapadia**

**Department : B.Com (Financial Markets)**

**Program: FYBFM**

**Course: Computer Skills -I**

**Semester : II**

**No. of lectures (per week) :3**

### **TEACHING OBJECTIVES:**

- To learn basic concepts of Information Technology, its support and role in Management, for managers.To understand basic concepts of Email, Internet and websites, domains and security therein.
- To recognize security aspects of IT in business, highlighting electronic transactions, advanced securityfeatures.

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	4	1	21	-	21	6	Cyber law and IT act	PPT , Chalk Board, Computer
	Dec	31	4	1	21	-	21	5	Office Automation using MS-Office	PPT , Chalk Board, Computer
	Jan	31	5	1* (Republic day)	25	-	24+1*	-	Email, Internet and its Applications	PPT , Chalk Board, Computer
	Feb	28	4	-	24	-	24	-	E-Security	PPT , Chalk Board, Computer
	March	31	4	2	10	15	25	-	Exam /Revision	
	April	30	4	4	-	22	22	-	-	
	May	31	5	1*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09+02*</b>	<b>101</b>	<b>37</b>	<b>137+02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17+03*</b>	<b>191</b>	<b>50</b>	<b>240+3*</b>	<b>63</b>	-	-

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Information Technology for Management, 6TH ED (With CD ) By Efraim Turban, Dorothy Leidner, Ephraim Mclean, James Wetherbe (Ch1, Ch2)
2. Microsoft Office Professional 2013 Step by Step By Beth Melton, Mark Dodge, Echo Swinford, Andrew Couch
3. Tata McGraw Hill Joseph, P.T. : E-commerce An Indian Perspective (Ch-13, Ch-14)
4. Computer Viruses and Related Threats: A Management Guide (Ch-2, Ch-3) By John P. Wack, Lisa J. Carnahan (E-Book : <https://play.google.com/books/reader?id=tsP15h9gr8MC&printsec=frontcover&output=reader&hl=en&pg=GBS.PR7.w.2.1.0>)
5. Electronic Commerce - Technologies & Applications. Bharat, Bhaskar  
<https://play.google.com/books/reader?id=F1zbUaBtk7IC&printsec=frontcover&output=reader&hl=en&pg=GBS.PP1>

# **Teaching Plans**

## **BSc (Data Science & Analytics)**

# APPENDIX I



S.P. Mandali's

## R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

Teacher's Name: Bhuvana Ramamurthy      Department BSc (Data Science & Analytics) Program: FY BSc

Course: Descriptive Statistics      Semester I      Division: A      No. of lectures (per week):4

### TEACHING OBJECTIVES:

- To understand the use of data for tabulating and analyze statistical information.
- To use graphical techniques as well as to compute various measures of central tendency.
- To compute various measures of dispersion, skewness and kurtosis and to calculate range of variables and the deviation of specific data point.
- To compute the correlation coefficient for bivariate data and calculate the simple linear regression equation for a set of data, and analyze time series.

**Teaching Plan for the Academic year 2022-23**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	Introduction to Statistics and Use in Business Mean square deviation Correlation and regression analysis	PPT , Chalk & Board
	July	31	05	-	26	-	26	-	Measures of central tendencies Dispersion, Skewness & Kurtosis	PPT , Chalk & Board
	Aug	31	04	03 + 01* (Independence Day)	23	-	23+01* (Independence Day)	-	Mean square deviation Correlation and regression analysis	PPT , Chalk & Board
	Sept	30	04	04	21	-	21	03	Time Series	PPT , Chalk & Board
	Oct	31	05	01	05	13	18	06	Exam Days	-
	<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-

**Teacher's Name: Dhnashree Kamthekar**

**Department BSc (Data Science & Analytics) Program: FY BSc**

**Course: Descriptive Statistics**

**Semester I**

**Division: A**

**No. of Practical Lectures (per week):3**

**Teaching Plan for the Academic year 2022-23**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	Practical 1- Introduction to Excel	PPT ,Computer
	July	31	05	-	26	-	26	-	Practical 2 - Using Formulae and Charts Practical 3 - Data Entry and manipulation	PPT , Computer
	Aug	31	04	03 + 01* (Independence Day)	23	-	23+01* (Independence Day)	-	Practical 4 - Data Validation Practical 5 - Measures of central tendency Practical 6 - Measures of Dispersion, Skewness & Kurtosis	PPT , Computer
	Sept	30	04	04	21	-	21	03	Practical 7 & 8 - Graphical Presentation with Excel -1 & 2 Practical 9 – Correlation Practical 10 - Regression analysis	PPT , Computer
	Oct	31	05	01	05	13	18	06	Exam Days	-
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

**First Term - 13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022 Both days are inclusive**

**Second Term – 6<sup>th</sup> November 2022 to 1<sup>st</sup> May 2023 Both days are inclusive**

**Ganpati Festival Break from 31<sup>st</sup> August to 4<sup>th</sup> Sept 2022 total 5 days inclusive of Ganesh Chaturthi**

**Diwali Vacation from 23<sup>rd</sup> October to 4<sup>th</sup> November 2022\*\* Both days are inclusive**

**Winter Break 25<sup>th</sup> December 2022 to 31<sup>st</sup> December 2022 Both days are inclusive**

**Summer Vacation from 2<sup>nd</sup> May, 2023 to 12<sup>th</sup> June, 2023\*\* Both days are inclusive.**

**List of Reference Books/Magazine/ Any other Reference Material:**

1. Statistical Methods, An Introductory Text, Medhi J. New Age International Ltd. Second Edition
2. Basic Statistics Agarwal B.L. New Age International Ltd.
3. Theory and Problems of Statistics, Spiegel M.R. Tata McGrawHill.
4. Fundamentals of Statistics, Volume II Goon A.M., Gupta M.K., Dasgupta B. The World Press Private Limited, Calcutta.
5. Complete Business statistics Aczel Sounderpandian Tata McGraw Hill
6. Excel Data Analysis Modeling and simulation Hector Gurrero Springer Second Edition
7. Data Analysis and Decision Making Albright,Wilston,Zappe Thomson





S.P. Mandali's

## R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

**Teacher's Name:** Rasika Munde

**Department** BSc (Data Science & Analytics) **Program:** FY BSc

**Course:** Introduction to Programming

**Semester** I

**Division:** A

**No. of lectures (per week):** 4

### TEACHING OBJECTIVES:

- Learn Programming fundamentals using Python
- Understand the concepts and usage data types, variables and other basic elements
- Learn about using operators and control statements in Python
- Learn about using arrays and strings in Python.
- Learn about using IPython architecture for Python.
- Introduce data Science Tools and plot data using appropriate Python visualization libraries

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	Introduction to Python Language Functions, Operators, Arrays ,Strings	PPT , Chalk & Board
	July	31	05	-	26	-	26	-	Lists and Tuples Dictionaries Regular Expression	PPT , Chalk & Board
	Aug	31	04	03 + 01* (Independence Day)	23	-	23+01* (Independence Day)	-	Date and Time in Python IPython	PPT , Chalk & Board
	Sept	30	04	04	21	-	21	03	Introduction to NUMpy,Pandas	PPT , Chalk & Board
	Oct	31	05	01	05	13	18	06	Exam Days	-
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

**Teacher's Name:** Rasika Munde      **Department BSc (Data Science & Analytics) Program: FY BSc**  
**Course:** Introduction to Programming Semester I      **Division: A**      **No. of Practical Lectures (per week):3**  
**Teaching Plan for the Academic year 2022-23**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	Practical 1- Introduction to Python Language	PPT ,Computer
	July	31	05	-	26	-	26	-	Practical 2 - Functions Practical 3 Arrays and String	PPT , Computer
	Aug	31	04	03 + 01* (Independence Day)	23	-	23+01* (Independence Day)	-	Practical 4 List and Tuples Practical 5 - Dictionaries and Sets Practical 6 - Regular Expressions	PPT , Computer
	Sept	30	04	04	21	-	21	03	Practical 7 - Date and Time Practical 8 - Using IPython Practical 9 – Using the NumPy Package Practical 10 - Using the pandas package	PPT , Computer
	Oct	31	05	01	05	13	18	06	Exam Days	-
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

**First Term - 13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022 Both days are inclusive**  
**Second Term – 6<sup>th</sup> November 2022 to 1<sup>st</sup> May 2023 Both days are inclusive**  
**Ganpati Festival Break from 31<sup>st</sup> August to 4<sup>th</sup> Sept 2022 total 5 days inclusive of Ganesh Chaturthi**  
**Diwali Vacation from 23<sup>rd</sup> October to 4<sup>th</sup> November 2022\*\* Both days are inclusive**  
**Winter Break 25<sup>th</sup> December 2022 to 31<sup>st</sup> December 2022 Both days are inclusive**  
**Summer Vacation from 2<sup>nd</sup> May, 2023 to 12<sup>th</sup> June, 2023\*\* Both days are inclusive.**

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Programming through Python M. T. Savaliya, R.K Maurya, G.M Magar Staredu Solutions 1 st 2018
2. Python Data Science Handbook Jake Vander Plas O'Reilly Media 1 st 2016
3. Let Us Python Y. Kanetkar, BPB 1 st 2019
4. Programming in Python 3 Mark Summerfield Pearson Education 2 nd 2018
5. Learning Python Lutz M O'ReillyShroff 5 th 2013
6. Beginning Python Magnus Lie Hetland Apress 2 nd 2009
7. Star Python Star Certification Star Certification 1 st 2018



S.P. Mandali's

## R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

Teacher's Name:

Teacher's Name: Swati Mukund

Department BSc (Data Science & Analytics) Program: FY BSc

Course: Business Communication

Semester I

Division: A

No. of lectures (per week): 4

### TEACHING OBJECTIVES:

- To discuss various components of communication, explain how non-verbal communication techniques enhance communication and explain the barriers to communication.
- To discuss various business activities which are essential at workplace. To explain business communication covering the structure and layout of a letter, planning of a letter and use of language.
- To explain the use of agenda and minutes for effective functioning of any organization
- To direct the learners' attention to the significance of effective writing and the importance and structure of reports.
- To explain to interpret information ethics (IE) as the branch of the philosophy of information that investigates, in a broad sense, the ethical impact of Information and Communication Technologies (ICTs) on human life and society.
- To help the learners become competent and confident users of ICT who can make efficient, effective and creative use of basic application software in their everyday activities.

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	Interpretation of Communication	PPT , Chalk & Board
	July	31	05	-	26	-	26	-	Business communication at workplace	PPT , Chalk & Board
	Aug	31	04	03 + 01* (Independence Day)	23	-	23+01* (Independence Day)	-	Report Writing	PPT , Chalk & Board
	Sept	30	04	04	21	-	21	03	Information Ethics	PPT , Chalk & Board
	Oct	31	05	01	05	13	18	06	Exam Days	-
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

**Teacher's Name:** Vahid Kapadia

**Course:** ICT Semester I

**Department** BSc (Data Science & Analytics) Program: FY BSc

**Division:** A **No. of Practical Lectures (per week):**3

**Teaching Plan for the Academic year 2022-23**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
I 2022-23	June	30	04	-	15	-	15	12	Practical 1- Word Processor:	PPT ,Computer
	July	31	05	-	26	-	26	-	Practical 2 - Presentation Software: Practical 3- Using Google docs and forms	PPT , Computer
	Aug	31	04	03 + 01* (Independence Day)	23	-	23+01* (Independence Day)	-	Practical 4 - Using online collaboration and video conferencing tools Practical 5 - Using screen recording and audio toolss Practical 6 - Using video editing tools	PPT , Computer
	Sept	30	04	04	21	-	21	03	Practical 7 - Using Google Maps, Google Street view, Bing Maps Practical 8 - Using Social Media Practical 9 – Using plagiarism software Practical 10 - Using ICT in governance, agriculture and healthcare	PPT , Computer
	Oct	31	05	01	05	13	18	06	Exam Days	-
	<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-

**First Term - 13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022 Both days are inclusive**

**Second Term – 6<sup>th</sup> November 2022 to 1<sup>st</sup> May 2023 Both days are inclusive**

**Ganpati Festival Break from 31<sup>st</sup> August to 4<sup>th</sup> Sept 2022 total 5 days inclusive of Ganesh Chaturthi**

**Diwali Vacation from 23<sup>rd</sup> October to 4<sup>th</sup> November 2022\*\* Both days are inclusive**

**Winter Break 25<sup>th</sup> December 2022 to 31<sup>st</sup> December 2022 Both days are inclusive**

**Summer Vacation from 2<sup>nd</sup> May, 2023 to 12<sup>th</sup> June, 2023\*\* Both days are inclusive.**

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Professional Communication Aruna Koneru Tata McGraw Hill -- 2008
2. The Ethics of Information Luciano Floridi Oxford University Press – 2013
3. Business Communication A. C. “Buddy” Krizan, Patricia Merrier, Joyce Logan, Karen Williams Thomson 7e 2008





S.P. Mandali's

## R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

Teacher's Name:

Teacher's Name: Kiran Prajapati

Department BSc (Data Science & Analytics) Program: FY BSc

Course: Precalculus

Semester I

Division: A

No. of lectures (per week): 7

### TEACHING OBJECTIVES:

- To master the number fundamentals, equations and different types of mathematical functions.
- To review and explain the trigonometry and gain expertise trigonometric identities.
- To understand analytical trigonometry and inverse functions.
- To give the detailed knowledge about complex numbers, vectors and matrices.
- To understand the conics, sequences and series and

## Teaching Plan for the Academic year 2022-23

**First Term - 13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022 Both days are inclusive**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	Fundamentals Functions	PPT , Chalk & Board
	July	31	05	-	26	-	26	-	Polynomial and Rational Functions Exponential and Logarithmic Functions	PPT , Chalk & Board
	Aug	31	04	03 + 01* (Independence Day)	23	-	23+01* (Independence Day)	-	Trigonometric Functions: Unit Circle Approach Analytic Trigonometry	PPT , Chalk & Board
	Sept	30	04	04	21	-	21	03	Polar Coordinates and Parametric Equations Conic Sections	PPT , Chalk & Board
	Oct	31	05	01	05	13	18	06	Exam Days	-
	<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-

**First Term - 13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022 Both days are inclusive**

**Second Term – 6<sup>th</sup> November 2022 to 1<sup>st</sup> May 2023 Both days are inclusive**

**Ganpati Festival Break from 31<sup>st</sup> August to 4<sup>th</sup> Sept 2022 total 5 days inclusive of Ganesh Chaturthi**

**Diwali Vacation from 23<sup>rd</sup> October to 4<sup>th</sup> November 2022\*\* Both days are inclusive**

**Winter Break 25<sup>th</sup> December 2022 to 31<sup>st</sup> December 2022 Both days are inclusive**

**Summer Vacation from 2<sup>nd</sup> May, 2023 to 12<sup>th</sup> June, 2023\*\* Both days are inclusive.**

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Precalculus–Mathematics for Calculus James Stewart, Lothar Redlin, Saleem Watson Cengage Learning 2013
2. Precalculus David H. Collingwood, K. David Prince, Matthew M. Conroy Free Software Foundation 2011
3. Precalculus Demystified Rhonda Huettenmueller Tata McGrawHill 2005
4. Contemporary Precalculus: A Graphing Approach Thomas W. Hungerford, Douglas J. Shaw Thomson Higher Education 2009



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name:**

**Teacher's Name: Shantanu Gadade      Department BSc (Data Science & Analytics) Program: FY BSc**

**Course: Web Technology      Division: A      No. of lectures (per week): 4**

### **TEACHING OBJECTIVES:**

- Introducing the basic concepts of Internet and web design to learners.
- Providing brief knowledge about HTML5 concepts.
- Giving insight of the Page layout and navigation with HTML5.
- Making students aware about use of Tables, Forms and Media with HTML5. •
- Providing knowledge of web page design using CSS
- Teaching data validation using Java Script
- Giving knowledge about transmission of data on web page using JSON object

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	Internet and the World Wide Web	PPT , Chalk & Board
	July	31	05	-	26	-	26	-	HTML5 Introduction to Style Sheets	PPT , Chalk & Board
	Aug	31	04	03 + 01* (Independence Day)	23	-	23+01* (Independence Day)	-	Java Script	PPT , Chalk & Board
	Sept	30	04	04	21	-	21	03	JSON	PPT , Chalk & Board
	Oct	31	05	01	05	13	18	06	Exam Days	-
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

**Teacher's Name: Shnatanu Gadade Department BSc (Data Science & Analytics) Program: FY BSc**

**Course: Web Technology Division: A No. of Practical Lectures (per week):3**

**Teaching Plan for the Academic year 2022-23**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>I 2022-23</b>	June	30	04	-	15	-	15	12	Practical 1- Use of Basic Tags:	PPT ,Computer
	July	31	05	-	26	-	26	-	Practical 2 - Navigation, list and paragraph: Practical 3- Lists, images and semantics:	PPT , Computer
	Aug	31	04	03 + 01* (Independence Day)	23	-	23+01* (Independence Day)	-	Practical 4 - Multimedia and User controls: Practical 5 - CSS with list, links and table: Practical 6 - CSS with font, paragraph and types:	PPT , Computer
	Sept	30	04	04	21	-	21	03	Practical 7 - Java Script: Validating User fields Practical 8 - Java Script : Handling the events Practical 9 – JSON Basics Practical 10 - Working with JSON	PPT , Computer
	Oct	31	05	01	05	13	18	06	Exam Days	-
<b>Subtotal</b>		<b>153</b>	<b>22</b>	<b>08+01*</b>	<b>90</b>	<b>13</b>	<b>103+1*</b>	<b>21</b>	-	-

**First Term - 13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022 Both days are inclusive**  
**Second Term – 6<sup>th</sup> November 2022 to 1<sup>st</sup> May 2023 Both days are inclusive**  
**Ganpati Festival Break from 31<sup>st</sup> August to 4<sup>th</sup> Sept 2022 total 5 days inclusive of Ganesh Chaturthi**  
**Diwali Vacation from 23<sup>rd</sup> October to 4<sup>th</sup> November 2022\*\* Both days are inclusive**  
**Winter Break 25<sup>th</sup> December 2022 to 31<sup>st</sup> December 2022 Both days are inclusive**  
**Summer Vacation from 2<sup>nd</sup> May, 2023 to 12<sup>th</sup> June, 2023\*\* Both days are inclusive.**

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. HTML5 Step by Step Faithe Wempen Microsoft Press 2011
2. Web Design The Complete Reference Thomas Powell TMH 2009
3. Head First HTML 5 programming Eric Freeman O'Reilly 2013



S.P. Mandali's

## R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

**Teacher's Name:** Deepti Kharpas      **Department BSc (Data Science & Analytics) Program: FY BSc**

**Course:** Probability and Distributions      **Semester:** II      **Division:** A      **No. of lectures (per week):** 4

### TEACHING OBJECTIVES

- To explore about random variables and implement various distribution functions
- To familiarize with concepts of probability and learn implementation of different types of probabilities.
- Learn and implement the concept of expectation, related theorems and generating functions
- To know the concept and implementation of discrete distributions including Bernoulli, Binomial and power series distributions
- To get acquainted with theory and practical implementation of concepts of continuous distributions



**Teaching Plan for the Academic year 2022-23**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	Theory of Probability	PPT , Chalk Board,
	Dec	31	04	01	21	-	21	05	Random Variables and Distribution Functions	PPT , Chalk Board,
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Mathematical Expectation and Generating Functions Theoretical Discrete Distributions	PPT , Chalk Board,
	Feb	28	04	-	24	-	24	-	Theoretical Continuous Distributions	PPT , Chalk Board,
	Mar	31	04	02	10	15	25	-	Exam /Revision	-
	April	30	04	04	-	22	22	-	-	-
	May	31	05	01*	-	-	01*	31	-	-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>	-	
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	

**Teacher's Name:** Deepthi Kharpas **Department** BSc (Data Science & Analytics) **Program:** FY BSc

**Course:** Probability and Distributions **Semester:** II **Division:** A **No. of Practical lectures (per week):** 3

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
II 2022-23	Nov	30	04	01	21	-	21	06	Practical 1: Introduction to Probability	PPT , Computer
	Dec	31	04	01	21	-	21	05	Practical 2: Discover Probability using formulas Practical 3: Random Variables and Distribution Functions:	PPT , Computer
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Practical 4: Probability Distribution and Law Practical 5: Mathematical Expectation and Chebychev's Theorem Practical 6: Conditional Expectation and Generating Functions	PPT , Computer
	Feb	28	04	-	24	-	24	-	Practical 7 & 8: Theoretical Discrete Distributions 1&2 Practical 9 & 10: Theoretical Continuous Distributions 1&2	PPT , Computer
	Mar	31	04	02	10	15	25	-	Exam /Revision	-
	April	30	04	04	-	-	22	-	-	-
	May	31	05	01*	-	-	01*	31	-	-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>	-	
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	

**First Term - 13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022 Both days are inclusive**  
**Second Term – 6<sup>th</sup> November 2022 to 1<sup>st</sup> May 2023 Both days are inclusive**  
**Ganpati Festival Break from 31<sup>st</sup> August to 4<sup>th</sup> Sept 2022 total 5 days inclusive of Ganesh Chaturthi**  
**Diwali Vacation from 23<sup>rd</sup> October to 4<sup>th</sup> November 2022\*\* Both days are inclusive**  
**Winter Break 25<sup>th</sup> December 2022 to 31<sup>st</sup> December 2022 Both days are inclusive**  
**Summer Vacation from 2<sup>nd</sup> May, 2023 to 12<sup>th</sup> June, 2023\*\* Both days are inclusive.**

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Fundamentals of Mathematical statistics S. C, Gupta and V. K. Kapoor S. Chand and Sons Tenth 2002
2. Applied Statistics and Probability for Engineers Douglas C. Montgomery and George C. Runger Wiley Sixth 2014
3. Probability, Statistics, and Stochastic Processes Peter Olofsson and Mikael Andersson Wiley Second 2012



S.P. Mandali's

## R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2022-2023

**Teacher's Name:** Kirti Korabu

**Department** BSc (Data Science & Analytics) **Program:** FY BSc

**Course:** Database Management

**Semester:** II

**Division:** A

**No. of lectures (per week):** 4

### TEACHING OBJECTIVES:

- To understand Organizing, structuring and storing data
- Understand Database as Relational model
- To understand SQL to retrieve data and concept of redundancy
- To specify the functional and data requirements for a typical database application
- To understand creation, manipulation and querying of data in databases

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	Introduction & Database Architecture	PPT , Chalk Board
	Dec	31	04	01	21	-	21	05	Advanced Data Modelling	PPT , Chalk Board,
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Structured Query Language	PPT , Chalk Board
	Feb	28	04	-	24	-	24	-	Advanced SQL Transaction Management	PPT , Chalk Board,
	Mar	31	04	02	10	15	25	-	Exam /Revision	-
	April	30	04	04	-	22	22	-	-	
	May	31	05	01*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

**Teacher's Name:** Kirti Korabu **Department** BSc (Data Science & Analytics) **Program:** FY BSc

**Course:** Database Management **Semester:** II **Division:** A **No. of Practical lectures (per week):** 3

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
II 2022-23	Nov	30	04	01	21	-	21	06	Practical 1:For given scenario Draw ER diagram	PPT , Computer
	Dec	31	04	01	21	-	21	05	Practical 2:Write SQL query for given problem statement Practical3: Perform the following Operations Practical4:Perform the following Operations	PPT , Computer
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Practical 5: Perform following Practical 6: Perform Queries involving Practical 7: Retrieving Data from Multiple Table	PPT , Computer
	Feb	28	04	-	24	-	24	-	Practical 8: Subqueries Practical 9: Views Practical 10: DCL statements	PPT , Computer
	Mar	31	04	02	10	15	25	-	Exam /Revision	-
	April	30	04	04	-	22	22	-	-	-
	May	31	05	01*	-	-	01*	31	-	-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

**First Term - 13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022 Both days are inclusive**  
**Second Term – 6<sup>th</sup> November 2022 to 1<sup>st</sup> May 2023 Both days are inclusive**  
**Ganpati Festival Break from 31<sup>st</sup> August to 4<sup>th</sup> Sept 2022 total 5 days inclusive of Ganesh Chaturthi**  
**Diwali Vacation from 23<sup>rd</sup> October to 4<sup>th</sup> November 2022\*\* Both days are inclusive**  
**Winter Break 25<sup>th</sup> December 2022 to 31<sup>st</sup> December 2022 Both days are inclusive**  
**Summer Vacation from 2<sup>nd</sup> May, 2023 to 12<sup>th</sup> June, 2023\*\* Both days are inclusive.**

**List of Reference Books/ Magazine/ Any other Reference Material**

1. Fundamentals of Database Systems Elmasri Ramez and Navathe Shamkant B, Pearson Education 6th Edition, 2010.
2. Database System Concepts Silberschatz, Korth, Sudarshan, McGrawHill, 5 Edition, 2006.
3. Database Management Systems, Ramakrishnam, Gehrke, McGraw-Hill, 2007
4. Murach's MySQL Joel Murach, Murach, 2012



S.P. Mandali's

## **R. A. Podar College of Commerce & Economics**

**ACADEMIC CELL**

**Teaching – Learning Plan for the Academic Year: 2022-2023**

**Teacher's Name:** Supriya Shetty

**Department BSc (Data Science & Analytics) Program: FY BSc**

**Course:** Environment Science

**Semester:** II

**Division:** A

**No. of lectures (per week):** 7

### **TEACHING OBJECTIVES:**

- To learn and sensitize learners to their environment
- To know about natural resources, ecology and ecosystem
- To learn insights of biodiversity, pollution and its impact
- Explore about Social Issues and the Environment
- To learn about Environment Management and sustainable development



### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	Introduction to Environmental Studies	PPT , Chalk Board, Computer Case study
	Dec	31	04	01	21	-	21	05	Ecology Biodiversity	PPT , Chalk Board, Computer Case study
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Environmental Pollution Human Population and the Environment	PPT , Chalk Board, Computer Case study
	Feb	28	04	-	24	-	24	-	Social Issues Environmental Management	PPT , Chalk Board, Computer Case study
	Mar	31	04	02	10	15	25	-	Exam /Revision	
	April	30	04	04	-	22	22	-	-	
	May	31	05	01*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

**First Term - 13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022 Both days are inclusive**

**Second Term – 6<sup>th</sup> November 2022 to 1<sup>st</sup> May 2023 Both days are inclusive**

**Ganpati Festival Break from 31<sup>st</sup> August to 4<sup>th</sup> Sept 2022 total 5 days inclusive of Ganesh Chaturthi**

**Diwali Vacation from 23<sup>rd</sup> October to 4<sup>th</sup> November 2022\*\* Both days are inclusive**

**Winter Break 25<sup>th</sup> December 2022 to 31<sup>st</sup> December 2022 Both days are inclusive**

**Summer Vacation from 2<sup>nd</sup> May, 2023 to 12<sup>th</sup> June, 2023\*\* Both days are inclusive.**

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Environmental Studies Benny Joseph Mc GrawHill 3<sup>rd</sup> 2017
2. Principles of Environmental Science and Engineering P. Venugopala Rao PHI Learning 6<sup>th</sup> 2014
3. Introduction to Environmental Engineering Gilbert M Master Pearson 3<sup>rd</sup> 2015
4. Environmental Ethics: A Very Short Robin Attfield Oxford 1<sup>st</sup> 2019
5. Fundamental Concept in Environmental Studies D.D. Mishra S. Chand Revised Edition 2010



S.P. Mandali's

## R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2021-2022

**Teacher's Name:** Kiran Prajapati

**Department** BSc (Data Science & Analytics) **Program:** FY BSc

**Course:** Calculus

**Semester:** II

**Division:** A

**No. of lectures (per week):** 7

### TEACHING OBJECTIVES:

- To give the insight of calculus starting with continuity and derivatives.
- To gain proficiency in integration.
- To apply derivatives and integration to various domains.
- To use polar coordinates for different conics and understand multiple integrals.
- To understand partial differentiation and differential equations.

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	Continuity and Derivatives Differentiation rules	PPT , Chalk Board, Computer
	Dec	31	04	01	21	-	21	05	Integrals Applications of differentiation	PPT , Chalk Board, Computer
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Applications of Integration Parametric Equations and Polar Coordinates	PPT , Chalk Board, Computer
	Feb	28	04	-	24	-	24	-	Multiple Integrals Partial Derivatives Differential Equations	PPT , Chalk Board, Computer
	Mar	31	04	02	10	15	25	-	Exam /Revision	
	April	30	04	04	-	22	22	-	-	
	May	31	05	01*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

**First Term - 13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022 Both days are inclusive**

**Second Term – 6<sup>th</sup> November 2022 to 1<sup>st</sup> May 2023 Both days are inclusive**

**Ganpati Festival Break from 31<sup>st</sup> August to 4<sup>th</sup> Sept 2022 total 5 days inclusive of Ganesh Chaturthi**

**Diwali Vacation from 23<sup>rd</sup> October to 4<sup>th</sup> November 2022\*\* Both days are inclusive**

**Winter Break 25<sup>th</sup> December 2022 to 31<sup>st</sup> December 2022 Both days are inclusive**

**Summer Vacation from 2<sup>nd</sup> May, 2023 to 12<sup>th</sup> June, 2023\*\* Both days are inclusive.**

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Calculus–Early Transcendentals James Stewart Thomson 6<sup>th</sup> 2008
2. Calculus and Analytical Geometry George B. Thomas Jr., Ross L. Finney Maurice D. Weir Addison Wesley Publishing Company 1998
3. Schaum’s 3000 Solved Problems in Calculus Elliot Mendelson Tata McGraw Hill 1988
4. The Advanced Calculus Problem Solver Staff of Research & Education Association Research & Education Association 2007
5. Calculus Made easy Silvanus P. Thompson, Martin PALGRAVE 1998



S.P. Mandali's

## R. A. Podar College of Commerce & Economics

ACADEMIC CELL

Teaching – Learning Plan for the Academic Year: 2021-2022

**Teacher's Name:** Shantanu Gadade

**Department BSc (Data Science & Analytics) Program: FY BSc**

**Course:** R Programming

**Semester:** II

**Division:** A

**No. of lectures (per week):** 4

### TEACHING OBJECTIVES:

- Master the use of the R interactive environment and expanding by installing R packages
- Read Structured Data into R from various sources
- Understand the different data types and data structures in R
- Manipulate strings, dates in R
- Understand basic regular expressions in R
- Understand base R graphics
- Focus on GGplot2 graphics for R and be familiar with trellis (lattice) graphics.

### Teaching Plan for the Academic year 2022-23

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
<b>II 2022-23</b>	Nov	30	04	01	21	-	21	06	Getting started with R	PPT , Chalk Board, Computer
	Dec	31	04	01	21	-	21	05	Integrals Applications of differentiation Practical 1,2,3	PPT , Chalk Board, Computer
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Introduction to programming and writing Functions in R Advanced Graphics Practical 4,5,6,7	PPT , Chalk Board, Computer
	Feb	28	04	-	24	-	24	-	Reformatting Tables Manipulating Data Frames Practical 8,9,10	PPT , Chalk Board, Computer
	Mar	31	04	02	10	15	25	-	Exam /Revision	-
	April	30	04	04	-	22	22	-	-	-
	May	31	05	01*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-

**Teacher's Name: Shantanu Gadade**

**Department BSc (Data Science & Analytics) Program: FY BSc**

**Course: R Programming**

**Semester: II**

**Division: A**

**No. of Practical lectures (per week): 3**

Semester	Month	No. of days	Sundays	Holidays + Breaks	Teaching days	Exam days	No. of Working Days	Vacations	Topics Covered	Teaching Methodology/ Tools
II 2022-23	Nov	30	04	01	21	-	21	06	Practical 1: Introduction to R Programming Elements	PPT , Computer
	Dec	31	04	01	21	-	21	05	Practical 2: Using List, Data Frames and Functions in R Practical 3: Implementing Strings in R Practical 4 &5: Performing Statistics with R-I &II	PPT , Computer
	Jan	31	05	01* (Republic Day)	25	-	24 + 01*	-	Practical 6: Data Visualization and Analysis Practical 7: Object Oriented Programming in R	PPT , Computer
	Feb	28	04	-	24	-	24	-	Practical 8: Data Interfaces in R Practical 9: Handling Errors in R Practical 10: Measuring Performance	PPT , Computer
	Mar	31	04	02	10	15	25	-	Exam /Revision	-
	April	30	04	04	-	-	22	22	-	-
	May	31	05	01*	-	-	01*	31		-
<b>Subtotal</b>		<b>212</b>	<b>30</b>	<b>09 + 02*</b>	<b>101</b>	<b>37</b>	<b>137 + 02*</b>	<b>42</b>	-	-
<b>Grand Total</b>		<b>365</b>	<b>52</b>	<b>17 + 03*</b>	<b>191</b>	<b>50</b>	<b>240 + 03*</b>	<b>63</b>	-	-



**First Term - 13<sup>th</sup> June 2022 to 22<sup>nd</sup> October 2022 Both days are inclusive**  
**Second Term – 6<sup>th</sup> November 2022 to 1<sup>st</sup> May 2023 Both days are inclusive**  
**Ganpati Festival Break from 31<sup>st</sup> August to 4<sup>th</sup> Sept 2022 total 5 days inclusive of Ganesh Chaturthi**  
**Diwali Vacation from 23<sup>rd</sup> October to 4<sup>th</sup> November 2022\*\* Both days are inclusive**  
**Winter Break 25<sup>th</sup> December 2022 to 31<sup>st</sup> December 2022 Both days are inclusive**  
**Summer Vacation from 2<sup>nd</sup> May, 2023 to 12<sup>th</sup> June, 2023\*\* Both days are inclusive.**

**List of Reference Books/ Magazine/ Any other Reference Material:**

1. Introduction to Programming and Statistical Modelling in R Aedin Culhane HARVARD SCHOOL 1<sup>st</sup> 2013
2. R Data Science Quick Reference Thomas Mailund Apress 1<sup>st</sup> 2019
3. THE BOOK OF R Tilman M. Davies No starch press 1<sup>st</sup> 2016
4. Practical Data Science with R NINA ZUMEL JOHN MOUNT MANNING 2014
5. Beginning Data Science in R Thomas Mailund Apress 2017

# **Teaching Plans**

## **M.Com**

**Teaching and Learning Plan of Post Graduate Department**  
**Accountancy / Business Management**  
**Semester – I**

**Date of Commencement:** 29<sup>th</sup> August, 2022

**Academic Year:** 2022-23

**No. of Lectures:** 15

**Course: Economics for Business Decisions:**

Sr. No.	Name of the Topics
1	Meaning and scope of Business Economics –twin principles of scarcity and efficiency
2	Incremental and Marginal principle. Profit maximization principle.
3	Market economy and invisible hand. Production possibility frontier.
4	Opportunity cost - accounting profit and economic profit. Market failure, externality, public goods and economic role of Government.
5	Determinants of demand – market demand function - theory of attributes, snob appeal, band wagon and Veblen effect and demand function.
6	Law of supply- elasticity of supply
7	Applications of elasticity of demand and supply to economic issues: Paradox of bumper harvest- tax on price and quantity
8	minimum floor and maximum ceilings: minimum wages controversy and Administered price control
9	The theory of consumer choice - Consumer preference and budget constraint - equilibrium position of tangency with the help of Indifference curve analysis
10	Effect of changes in price and income on consumer equilibrium.
	Production function - short run and long run - Law of variable proportion, returns to scale, scale economies, scope economies- least cost factor combination for a given output
11	Expansion path and Multiproduct firm- cost reduction through experience - learning curve
12	Economic analysis of Cost: Classification of costs, short run and long run cost functions.
13	Difference between perfectly and imperfectly competitive markets -Perfect competition and Monopoly as limiting cases of market imperfections - Sources of market power - profit maximization of simple and discriminating monopolist

14	Methods of measuring monopoly power - Public policy towards monopoly power. Different forms of imperfect competition - Monopolistic competition and Oligopoly -Strategic decision making in oligopoly markets- collusive and non-collusive oligopoly
----	--

**Course: Cost and Management Accounting:**

**Date of Commencement: 29<sup>th</sup> August, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

Sr. No.	Topics Detail
1	Introduction of Marginal Costing, Absorption Costing – Theory and Concept
2	Practical Problems on marginal and absorption costing
3	Practical Problems on marginal and Absorption Costing
4	Standard Costing – Theory and Concept
5	Practical Problems on standand costing – Material Variances
6	Practical Problems on standard Costing – Labour Variances
7	Practical Problems – Overheads Variances
8	Practical Problems – Sales Variances
9	Budgetary Control- Types , Theory and Concept
10	Practical Problems on Budgetary Control
11	Practical Problems on Budgetary Control
12	Practical Problems on Budgetary Control
13	Operating Costing – Types , Concepts and Case Study
14	Practical Problems on Operating Costing
15	Practical Problems on Operating Costing
16	Guidance Lecture

**Course: Business Ethics and Social Responsibility:**

**Date of Commencement: 29<sup>th</sup> August, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topics</b>
<b>1.</b>	<b>Introduction to Business Ethics</b>
	Business Ethics – Concept, Characteristics, Importance and Need for business ethics. Indian Ethos, Ethics and Values, Work Ethos. Sources of Ethics, Ethical dilemma in business. Ethics in Marketing and Advertising, Ethics in Human Resources Management, Ethics in Finance and Accounting, Ethics in Production, Ethics in Information Technology, Copyrights and Patents
<b>2.</b>	<b>Introduction to Business Ethics</b>
	Various approaches to Business Ethics – Theories of Ethics- Friedman’s Economic theory, Kant’s Deontological theory, Mill & Bentham’s Utilitarianism theory
<b>3.</b>	<b>Introduction to Business Ethics</b>
	Gandhian Approach in Management and Trusteeship, Importance and relevance of trusteeship principle in Modern Business, Gandhi’s Doctrine of Satya and Ahimsa
<b>3.</b>	<b>REVISION LECTURE</b>
<b>4.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Corporate Governance: Concept, Importance, Evolution of Corporate Governance, Principles of Corporate Governance,
<b>5.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Regulatory Framework of Corporate Governance in India, SEBI Guidelines and clause 49, Audit Committee.
<b>6.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Role of Independent Directors, Protection of Stake Holders, Changing roles of corporate Boards.
<b>7.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Elements of Good Corporate Governance, Failure of Corporate Governance and its consequences.
<b>7.</b>	<b>REVISION LECTURE</b>

<b>8.</b>	<b>INTERNAL ASSESMENT</b>
<b>8.</b>	<b>Introduction to Corporate Social Responsibility</b>
	Corporate Social Responsibility: Concept, Scope & Relevance and Importance of CSR in Contemporary Society.
<b>9.</b>	<b>Introduction to Corporate Social Responsibility</b>
	Corporate philanthropy, Models for Implementation of CSR, Drivers of CSR, Prestigious awards for CSR in India.
<b>10.</b>	<b>Introduction to Corporate Social Responsibility</b>
	CSR –legislation in India and world. Sec 135. Organization citizenship Behaviour in the work place.
<b>11.</b>	<b>Introduction to Corporate Social Responsibility</b>
	Role of NGO's and International Agencies in CSR, Integrating CSR into Business.
<b>11.</b>	<b>REVISION LECTURE</b>
<b>12.</b>	<b>Areas of CSR and CSR Policy</b>
	CSR towards Stakeholders-- Shareholders, Creditors and Financial Institutions, Government, Consumers, Employees and Workers, Local Community and Society
<b>13.</b>	<b>Areas of CSR and CSR Policy</b>
	CSR and environmental concerns. Designing CSR Policy- Factors influencing CSR Policy, Role of HR Professionals in CSR
<b>14.</b>	<b>Areas of CSR and CSR Policy</b>
	Global Recognitions of CSR- ISO- 14000-SA 8000 – AA 1000 – Codes formulated by UN Global Compact – UNDP, Global Reporting Initiative; Major codes on CSR.
<b>15.</b>	<b>Areas of CSR and CSR Policy</b>
	CSR and Sustainable Development, CSR through Triple Bottom Line in Business
<b>15.</b>	<b>INTERNAL ASSESMENT</b>

**Course: Strategic Management:**

**Date of Commencement: 29<sup>th</sup> August, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No</b>	<b>Topics</b>
1	Introduction to Strategic Management: Concept of Strategic Management, Strategic Management Process, Vision, Mission and Goals, Benefits and Risks of Strategic Management. Levels of Strategies: Corporate, Business and Operational Level Strategy
2	Functional Strategies: Human Resource Strategy, Marketing Strategy, Financial Strategy , Operational Strategy Environmental Scanning. ETOP- Environmental Threat and Opportunity Profile
3	Strategic Formulation: Stages and Importance, Formulation of Alternative Strategies: Mergers, Acquisitions, Takeovers, Joint Ventures, Diversification, Turnaround, Divestment and Liquidation.
4	Strategic Analysis and Choice: Issues and Structures, Corporate Portfolio Analysis SWOT Analysis, BCG Matrix, GE Nine Cell Matrix, Hofer's Matrix, Strategic Choice Factors and Importance.
5	Strategic Implementation: Steps, Importance and Problems, Resource Allocation Importance & Challenges
6	Internal Assessment
7	Strategic Evaluation and Control: Importance, Limitations and Techniques, Budgetary Control: Advantages, Limitations
8	Corporate Restructuring Strategies: Concept, Need and Forms, Corporate Renewal Strategies: Concept, Internal and External factors and Causes.
9	Strategic Alliance: Concept, Types, Importance, Problems of Indian Strategic Alliances and International Businesses
10	Public Private Participation: Importance, Problems and Governing Strategies of PPP Model. Information Technology Driven Strategies: Importance, Limitations and contribution of IT sector in Indian Business
11	Start-up Business Strategies and Make in India Model: Process of business startups and its Challenges, Growth Prospects and government initiatives in Make in India Model with reference to National manufacturing, Contribution of Make in India Policy in overcoming industrial sickness
12	Reengineering Business Processes- Business Reengineering, Process Reengineering and Operational Reengineering
13	Three new Dimensions- Holistic performance score card (HPC) – moon ocean strategy CINE Matrix for VUCA Context Business continuity Management – Coping strategy





**Program: Accountancy/ Business Management**  
**Semester – II**

**Date of Commencement:** 16<sup>th</sup> December, 2022

**Academic Year:** 2022-23

**No. of Lectures:** 15

**Course: Macro Economics Concepts and Applications:**

<b>Sr. No.</b>	<b>Name of the Topics</b>
1	National income aggregates - and measurement; - GNP, GDP, NDP, Real and nominal income concepts, measures of inflation and price indices
2	GDP deflator, - Nominal and real interest rates- PPP income and HDI.
3	Keynesian concepts of Aggregate Demand (ADF), Aggregate Supply (ASF),
4	Inflationary gap Policy trade- off between Inflation and unemployment – Phillips’ curve – short run and long run.
5	Interaction of ADF and ASF and determination of real income
6	The IS-LM model: Equilibrium in goods and money market; Monetary and real influences on IS-LM curves,
7	Economic fluctuations and Stabilization policies in the ISLM framework, Transmission mechanism and the crowding out effect; composition of output and policy mix
8	IS-LM in India.
9	Balance of payments disequilibrium of an open economy - corrective policy measures -
10	Expenditure changing policies and expenditure switching policies BOP adjustments through monetary and fiscal policies
11	The Mendel-Fleming model - Devaluation, revaluation as expenditure switching policies
12	Effectiveness of devaluation and J -curve effect.
13	Revision Lecture I
14	Revision Lecture II
15	Practice Exam

**Course: Corporate Finance:**

**Date of Commencement: 16<sup>th</sup> December, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Topics Details</b>
1	Scope and Objectives of Financial Management – Theory , Concept and Case Study
2	Time value of Money- Concepts, Techniques and Types of Valuation of Bonds
3	Practical Problems on Time value of Money
4	Financial Analysis – Introduction of Financial Statement, Explanation of various ratio
5	Practical Problems on Ratio analysis
6	Practical Problems on Ratio analysis
7	Financial Decision – Cost of Capital – Introduction
8	Practical Problems on Cost of Capital
9	Practical Problems on cost of capital
10	Financial Decision – Capital Structure - Introduction
11	Introduction on Capital Structure and Practical Problems
12	Practical Problems on Capital Structure
13	Practical Problems on Financial Risk
14	Practical Problems on Financial Risk
15	Guidance Lecture

Course: E – Commerce:

Date of Commencement: 16<sup>th</sup> December, 2022

Academic Year: 2022-23

No. of Lectures: 15

Sr. No.	Name of the Topic
1	Syllabus Discussion. <b>Topics covered-</b> Going International, Importance, Nature and Scope of International Business; Modes of Entry into International Business <b>In-class activity:</b> Case Study analysis.
2	<b>Topics covered-</b> EPRG Framework, Internationalization Process. Globalization: Meaning, Implications, Globalization as a Driver of International Business. <b>In-class activity:</b> Case Study on McDonalds, Coca-Cola
3	<b>Topics covered -</b> The Multinational Corporations (MNCs) – Evolution, Features and Dynamics of the Global Enterprises. Consequences of Economic Globalization <b>In-class activity:</b> Understanding the changing landscape of Indian economy and its impact on businesses in India.
4	<b>Topics covered -</b> Reverse Globalization. WTO, IMF, World Bank, UNCTAD. <b>In-class activity-</b> Revision of Unit one
5	<b>Topics covered -</b> Political Economy of International Business, Economic and Political Systems, Legal Environment. <b>In-class activity-</b> Problem solving exercise based on political environment
6	<b>Topics covered -</b> Cultural Environment, Technological Environment. Growing Concern for Ecology <b>In-class activity-</b> Discussion about new technologies and their applications. An insight into the use of AI, IoT, Blockchain Technology, Machine learning and their usage in modern businesses
7	<b>Topics covered -</b> Digitalization; Outsourcing and Global Value Chains, Labour and Other Environmental Issues. <b>In-class activity-</b> Discussion on various trends in International Business Environment. Exploring the Global Value chain of Apple and McDonalds.
8	<b>Topics covered-</b> Labor and Other Environmental Issues, Impact of Pandemic COVID-19 on International Trade. Revision of Unit Two <b>In-class activity-</b> Drawing differences between the labour issues in selected countries.
9	<b>Topics covered -</b> Foreign Investments – Introduction, Pattern, Structure and Effects.
10	<b>Topics covered -</b> Theories of Foreign Direct Investment, Traditional and Modern Theories of FDI, Modes of FDI - Greenfield, Brownfield Investments <b>In-class activity-</b> Links shared with students.
11	<b>Topics covered -</b> Mergers and Acquisitions, Motives of FDI, FDI Contrasted with FPI. Basics of Forex Market. Revision of Unit 3 <b>In-class activity-</b> Study of major mergers and acquisitions through case studies

12	<b>Topics covered</b> - Concept and Significance of Balance of Payments, Current and Capital Account Components <b>In-class activity</b> - Review of Current and Capital Account of India
13	<b>Topics covered</b> - Introduction to the Basic Concept of IFRS. India's Balance of Payment and Balance of Trade <b>In-class activity</b> - Case study solving session for exams

**Course: Research Methodology for Business:**

**Date of Commencement: 16<sup>th</sup> December, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

Sr. No	Topics
1	<b>Introduction to Research</b> :Features and Importance of research in business, Objectives and Types of research- Basic, Applied, Descriptive, Analytical and Empirical Research.
2	Formulation of research problem, Research Design, significance of Review of Literature Hypothesis: Formulation, Sources, Importance and Types
3	Sampling: Significance, Methods, Factors determining sample size
4	<b>Research Process</b> : Stages in Research process Data Collection: Primary data: Observation, Experimentation, Interview, Schedules, Survey
5	Limitations of Primary data Secondary data: Sources and Limitations, Factors affecting the choice of method of data collection.
6	Questionnaire: Types, Steps in Questionnaire Designing, Essentials of a good questionnaire
7	Internal Assessment
8	<b>Data Processing and Statistical Analysis:</b> Data Processing: Significance in Research, Stages in Data Processing: Editing, Coding, Classification, Tabulation, Graphic Presentation
9	Statistical Analysis: Tools and Techniques, Measures of Central Tendency, Measures of Dispersion, Correlation Analysis and Regression Analysis.
10	Testing of Hypotheses – Parametric Test-t test, f test, z test Non-Parametric Test - Chi square test, ANOVA, Factor Analysis Interpretation of data: significance and Precautions in data interpretation
11	<b>Research Reporting and Modern Practices in Research</b> : Research Report Writing: Importance, Essentials, Structure/ layout, Types References and Citation Methods: APA (American Psychological Association) CMS (Chicago Manual Style) MLA (Modern Language Association)
12	<b>Footnotes and Bibliography Modern Practices:</b> Ethical Norms in Research, Plagiarism, Role of Computers in Research
13	<b>Guidance Lecture</b>

**Program: Accountancy**

**Semester – III**

**Date of Commencement: 11<sup>th</sup> July, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

**Course: Advance Cost Accounting:**

Sr. No.	Name of the Topics
1	<b>Process Costing</b>
	Introduction - Features of process, Concept of Process Loss, Abnormal Loss, Normal Loss, Abnormal Gain.
2	<b>Process Costing</b>
	Introduction - Features of process, Concept of Process Loss, Abnormal Loss, Normal Loss, Abnormal Gain.
3	<b>Process Costing</b>
	Computation of Equivalent Production – Weighted Average and FIFO.
4	<b>Process Costing</b>
	Problem Solving with process stock Accounts
5	<b>Process Costing</b>
	WIP units Calculation/Problem Solving with Sales/ Profit/ Loss in every process.
6	<b>Cost Allocation and Activity Based Costing Systems</b>
	Cost Allocation – Meaning and its Types, Relationship between resources, activities, Cost and Cost drivers, Methods of allocating central costs - cost allocation using Direct Method, Step Down Method and Reciprocal Method.
7	<b>Cost Allocation and Activity Based Costing Systems</b>
	Activity Based Costing – Introduction, Advantages, Limitations, Identification of cost drivers, Practical Problems on Traditional V/s Activity Based Costing System.
8	<b>Cost Allocation and Activity Based Costing Systems</b>
	Problem Solving
9	<b>Responsibility Accounting</b>

	Responsibility Accounting – Meaning, Features, Objective, Assumptions, Problems, Responsibility Centre’s – Cost, Profit, Revenue and Investment.
<b>10</b>	<b>Responsibility Accounting</b>
	Concept of Controllability – Introduction, Measuring Managerial Performance (ROI and Residual Income Approach)
<b>11</b>	<b>Responsibility Accounting</b>
	Concept of Controllability – Introduction, Measuring Managerial Performance (ROI and Residual Income Approach)
<b>12</b>	<b>Strategic Cost Management</b>
	Transfer Pricing – Introduction, Advantages and Disadvantages, Setting Transfer Pricing – Negotiated transfer pricing, Cost Based transfer pricing.
<b>14</b>	<b>Strategic Cost Management</b>
	Transfer Pricing – Introduction, Advantages and Disadvantages, Setting Transfer Pricing – Negotiated transfer pricing, Cost Based transfer pricing.
<b>15</b>	<b>REVISION LECTURE</b>

**Course: Advance Auditing:**

**Date of Commencement: 11<sup>th</sup> July, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Topics</b>
1	Company Audit - Audit of Shares, Qualifications and Disqualifications of Auditors, Appointment of auditors, Removal of auditors, Powers and duties of auditors.
2	audit, Joint audit, Special audit, and Reporting requirements under the Companies 13.
3	Concepts of true and fair and materiality and audit risk in the context of audit of companies.
4	Audit reports; qualifications, notes on accounts, distinction between notes and qualifications. And Case Study
5	Detailed observations by the statutory auditor to the management vis-a-vis obligations of reporting to the members
6	Special points in audit of different types of undertakings, i.e., Educational institutions, Hotels, Clubs, Hospitals

7	Case Study on auditing of Educational , Institution , Hotels , Clubs and Hospital
8	Cost audit, Environmental Audit, Energy Audit., Audit under different statutes, viz; income tax, other direct tax laws and indirect taxes
9	Case Study
10	Audit under computerized environment: Computer auditing; specific problems of EDP audit
11	need for review of internal control especially procedure controls and facility controls
12	techniques of audit of EDP output; use of computers for internal and management audit purposes
13	test packs, computerized audit programmes – Case Study
14	Revision Lecture

**Course: Financial Services:**

**Date of Commencement: 11<sup>th</sup> July, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

Sr. No.	Topics
1	Introduction to Financial Services, Leasing and Hire Purchase- Financial Services in India, Growth, Structure and Types of financial services
2	Meaning, nature and functions; merchant banking in India, role in issue management; classification and regulation of merchant bankers by SEBI
3	Venture Capital: Meaning and Definition of Venture Capital, Characteristics of Venture Capital, Forms/Types of Venture Capital Assistances
4	Venture Capital Process, Modes of Venture Capital Assistance and Case Study
5	Introduction, Definition, Concept, Need, Players Involved in Securitization, Securitization Structure, Instruments of Securitization,
6	Differentiate between Pass Through Certificate and Pay Through Securities, Process of Securitization
7	Hire Purchase Finance - meaning, concepts of hire purchase finance, instalment credit and consumer credit; sources of finance in India
8	Need, nature of housing finance, fixed and floating rate home loans; sources of housing finance in India, growth of housing finance in India;
9	Internal Exam - Guidance
10	Role of National Housing Bank; concept of mortgage and reverse mortgage; housing loans and mortgage loans, types of mortgage loans
11	Stock Broking – meaning, types of stockbrokers, sub-brokers; stock broking in India e-broking – meaning, Indian experience

12	Depository Services – meaning, role of depositories and their services, Advantages of depository system; Functioning of depository system;
13	Depositories in India – NSDL & CSDL; Depository participants (DPs) and their role Custodial services - meaning; obligations and responsibilities of custodians; code of conduct
14	Revision and Guidance Lecture

**Course: Advance Financial Accounting:**

**Date of Commencement: 11<sup>th</sup> July, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

Sr. No.	Name of the Topics
1.	<b>Foreign Currency Conversion (As per Accounting Standard/s applicable)</b>
	Theory
2.	<b>Foreign Currency Conversion (As per Accounting Standard/s applicable)</b>
	Problems
3.	<b>Foreign Currency Conversion (As per Accounting Standard/s applicable)</b>
	Problems
3.	<b>REVISION LECTURE</b>
4.	<b>Final Accounts &amp; Statutory Requirements for Banking Companies</b>
	Theory
5.	<b>Final Accounts &amp; Statutory Requirements for Banking Companies</b>
	Problems
6.	<b>Final Accounts &amp; Statutory Requirements for Banking Companies</b>
	Problems
7.	<b>Final Accounts &amp; Statutory Requirements for Banking Companies</b>
	Problems
7.	<b>REVISION LECTURE</b>
8.	<b>Accounting &amp; Statutory Requirements of (Insurance Companies)</b>
	Theory
9.	<b>Accounting &amp; Statutory Requirements of (Insurance Companies)</b>
	Problems
10.	<b>Accounting &amp; Statutory Requirements of (Insurance Companies)</b>
	Problems
11.	<b>Accounting &amp; Statutory Requirements of (Insurance Companies)</b>
	Problems
11.	<b>REVISION LECTURE</b>
12.	<b>Accounting &amp; Statutory Requirements of Co-operative Societies</b>
	Theory
13.	<b>Accounting &amp; Statutory Requirements of Co-operative Societies</b>
	Problems
14.	<b>Accounting &amp; Statutory Requirements of Co-operative Societies</b>
	Problems
15.	<b>Accounting &amp; Statutory Requirements of Co-operative Societies</b>



	Problems
<b>15.</b>	<b>INTERNAL ASSESMENT</b>

**Course: Direct Tax :**

**Date of Commencement: 11<sup>th</sup> July, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topics</b>
<b>1.</b>	<b>Definitions and Basis of Charge</b>
	Definitions: Person, Assessee, Income
<b>2.</b>	<b>Definitions and Basis of Charge</b>
	Basis of Charge: Previous Year, Assessment Year, Residential Status
<b>3.</b>	<b>Definitions and Basis of Charge</b>
	Basis of Charge: Scope of Total Income, Deemed Income
<b>3.</b>	<b>REVISION LECTURE</b>
<b>4.</b>	<b>Heads of Income</b>
	Income from Salary
<b>5.</b>	<b>Heads of Income</b>
	Income from House Property Income from Other Sources
<b>6.</b>	<b>Heads of Income</b>
	Profits and Gains from Business and Profession
<b>7.</b>	<b>Heads of Income</b>
	Income from Capital Gains
<b>7.</b>	<b>REVISION LECTURE</b>
<b>8.</b>	<b>Deductions u/s 80 and Exclusions from the Total Income</b>
	Deductions: 80C, 80CCF, 80D, 80DD, 80DDB, 80E, 80U
<b>9.</b>	<b>Deductions u/s 80 and Exclusions from the Total Income</b>
	Exclusions: Exemptions related to Specific Heads of Income to be Covered with Relevant Provisions
<b>10.</b>	<b>Deductions u/s 80 and Exclusions from the Total Income</b>
	Exclusions: Agricultural Income, Sums Received from HUF by a Member
<b>11.</b>	<b>Deductions u/s 80 and Exclusions from the Total Income</b>
	Exclusions: Share of Profit from Firm, Income from Minor Child, Dividend
<b>11.</b>	<b>REVISION LECTURE</b>
<b>12.</b>	<b>Computation of Income and Tax of Individual, Firm and Company (Including MAT) and Provisions for Filing Return of Income - Sec 139(1) and Sec 139(5)</b>
	Computation of Income & Tax of Individual
<b>13.</b>	<b>Computation of Income and Tax of Individual, Firm and Company (Including MAT) and Provisions for Filing Return of Income - Sec 139(1) and Sec 139(5)</b>
	Computation of Income & Tax of Partnership Firm
<b>14.</b>	<b>Computation of Income and Tax of Individual, Firm and Company (Including MAT) and Provisions for Filing Return of Income - Sec 139(1) and Sec 139(5)</b>
	Clubbing and Setoff

<b>15.</b>	<b>Computation of Income and Tax of Individual, Firm and Company (Including MAT) and Provisions for Filing Return of Income - Sec 139(1) and Sec 139(5)</b>
	Clubbing and Setoff
<b>15.</b>	<b>INTERNAL ASSESMENT</b>

**Program: Accountancy**  
**Semester – IV**

**Date of Commencement:** 07<sup>th</sup> November, 2022

**Academic Year:** 2022-23

**No. of Lectures:** 15

**Course: Financial Management:**

<b>Sr. No.</b>	<b>Name of the Topics</b>
<b>1</b>	<b>Types of Financing</b>
	<b>Introduction</b> Needs of Finance and Sources: Long Term, Medium Term, Short Term Long Term Sources of Finance Owners Capital / Equity Capital Preference share capital Retained Earning Debentures or Bonds
<b>2</b>	<b>Types of Financing</b>
	<b>Loans from Financial Institutions / Banks Short</b> Term Sources of Finance Trade Credit Accrued Expenses and Deferred Income Advances from Customers Commercial Papers
<b>3</b>	<b>Types of Financing</b>
	<b>Bank Advances:</b> Loans, O/D, Clean O/Ds, Cash Credit, Advances against goods, Bills Purchased, Discounted, Advances against documents of title of goods, Advances against supply of bills, Term Loans, Inter Corporate Deposits, Certificate of Deposits, Public Deposits
<b>4</b>	<b>Investment Decisions</b>
	<b>Capital Budgeting</b> Introduction, Nature of Capital Budgeting, Purpose of Capital Budgeting, Capital Budgeting Process, Types of Capital Investment
<b>5</b>	<b>Investment Decisions</b>
	Decisions Project Cash Flows and Net Profit Approval, Basic Principle of Measuring Project Cash Flows, Increment principle, Long Term Funds Principle, Exclusion of Financial Cost, Principle, Post Tax Principle
<b>6</b>	<b>Investment Decisions</b>
	Probability technique for measurement of cash flow Capital Budgeting Techniques: Net Return Value; Internal Rate of Return; Profitability Index Methods A Comparison; Project Selection Under Capital Rationing
<b>7</b>	<b>Management of Working Capital</b>
	Meanings, Concepts and policies of working capital, Management of working capital, Issues in working capital, Estimating working capital needs (only Theory), Operating or working capital cycle (only Theory)

<b>8</b>	<b>Management of Working Capital</b>
	Management of components of working capital Management of Cash and Marketable Securities: Motives for Holding Cash; Objectives of Cash Management; Factors Determining Cash Needs; Basic Strategies of Cash Management;
<b>9</b>	<b>Management of Working Capital</b>
	Cash Management Techniques / Processes; Marketable Securities; and Cash Management Practices in India. Receivable Management: Objectives; Credit Policies; Credit Terms; and Collection Policies. Inventory Management: Objectives; and Techniques
<b>10</b>	<b>Financial Planning</b>
	Introduction ,Meaning of Budget ,Essentials of a budget ,Types of Budgets Advantages of Budgeting, Zero Based Budget
<b>11</b>	<b>Financial Planning</b>
	Practical Questions on Sales Budget, Production Budget
<b>12</b>	<b>Financial Planning</b>
	Practical Questions on Material Budget, Cash Budget and Master Budget
<b>13</b>	<b>Financial Policy and Corporate Strategy</b>
	Meaning of strategic financial management, Strategic financial decision- making framework
<b>14</b>	<b>Financial Policy and Corporate Strategy</b>
	Functions of Strategic Financial Management, Financial Planning
<b>15</b>	<b>REVISION LECTURE</b>

**Course: International Financial Reporting Standards:**

**Date of Commencement: 07<sup>th</sup> November, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No</b>	<b>Topics</b>
1	Introduction of Financial Reporting Need for reporting Contents of Financial Report Recent trends in Financial reporting
2	AS Accounting Standards (AS) – applicability, interpretation, scope and compliance in India Introduction to I.F.R.S Ind – AS
3	Application and Case Study on Above topics
4	Specific Ind AS: Borrowing Costs Operating Segments Earning per share Income Taxes Accounting for fixed assets
5	Meaning, Need & Approach Methods of valuation
6	Meaning, Stand Alone Financial Statements Consolidated Financial statements – Applicability, Advantages & Disadvantages
7	Application and Case Study on Above topics
8	Procedure of consolidation of Balance-sheet & Profit & Loss Account (Excluding cross holding, Chain Holding & Foreign Subsidiary)
9	Internal Exam – Guidance Lecture



**Course: Personal Financial Planning:**

**Date of Commencement: 07<sup>th</sup> November, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No</b>	<b>Topics</b>
1	<b>Understanding Personal Finance:</b> Introduction Time value of money applications Personal financial statements, Cash flow and debt management, tools and budgets.
2	Money Management Tax planning Managing Checking and Savings Accounts Maintaining Good Credit Credit Cards and Consumer Loans
3	Vehicle and Other Major Purchases Obtaining Affordable Housing Income and Asset Protection Managing Property and Liability Risk Managing Health Expenses
4	<b>Risk Analysis &amp; Insurance Planning :</b> Risk management and insurance decision in personal financial planning, Various Insurance Policies and Strategies for General Insurance, Life Insurance, Motor Insurance, Medical Insurance.
5	Internal Exam
6	Retirement needs analysis techniques, Development of retirement plan, Various retirement schemes such as Employees Provident Fund (EPF)
7	Provident Fund (PPF), Superannuation Fund, Gratuity, Other Pension Plan and Post-retirement counselling.
8	Investment Planning : Risk Return Analysis Investing in Stocks and Bonds, Mutual Fund, Derivatives, Investing in Real Estate, Asset Allocation
9	Investment strategies and Portfolio construction and management
10	Case Study Analysis
11	Revision Lecture

**Course: Corporate Financial Accounting:**

**Date of Commencement: 07<sup>th</sup> November, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topics</b>
<b>1.</b>	<b>Corporate Financial Reporting</b>
	Introduction of Financial Reporting
<b>2.</b>	<b>Corporate Financial Reporting</b>
	Need for reporting Contents of Financial Report
<b>3.</b>	<b>Corporate Financial Reporting</b>
	Recent trends in Financial reporting
<b>3.</b>	<b>REVISION LECTURE</b>
<b>4.</b>	<b>International Financial Reporting Standards (IFRS) &amp; Ind</b>

	AS Accounting Standards (AS) – applicability, interpretation, scope and compliance in India
<b>5.</b>	<b>International Financial Reporting Standards (IFRS) &amp; Ind</b>
	Introduction to I.F.R.S
<b>6.</b>	<b>International Financial Reporting Standards (IFRS) &amp; Ind</b>
	Specific Ind AS: Borrowing Costs Operating Segments Earning per share
<b>7.</b>	<b>International Financial Reporting Standards (IFRS) &amp; Ind</b>
	Specific Ind AS: Income Taxes Accounting for fixed assets
<b>7.</b>	<b>REVISION LECTURE</b>
<b>8.</b>	<b>Valuation of Business for Amalgamation &amp; Merger</b>
	Meaning, Need & Approach Methods of valuation
<b>9.</b>	<b>Valuation of Business for Amalgamation &amp; Merger</b>
	Problems
<b>10.</b>	<b>Valuation of Business for Amalgamation &amp; Merger</b>
	Problems
<b>11.</b>	<b>Valuation of Business for Amalgamation &amp; Merger</b>
	Problems
<b>11.</b>	<b>REVISION LECTURE</b>
<b>12.</b>	<b>Consolidated Financial Statement</b>
	Meaning, Stand Alone Financial Statements Consolidated Financial statements – Applicability, Advantages & Disadvantages Procedure of consolidation of Balance-sheet & Profit & Loss Account (Excluding cross holding, Chain Holding & Foreign Subsidiary)
<b>13.</b>	<b>Consolidated Financial Statement</b>
	Problems
<b>14.</b>	<b>Consolidated Financial Statement</b>
	Problems
<b>15.</b>	<b>Consolidated Financial Statement</b>
	Problems
<b>15.</b>	<b>INTERNAL ASSESMENT</b>

**Course: Indirect Tax- Introduce of Goods and Service Tax:**

**Date of Commencement: 07<sup>th</sup> November, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topics</b>
<b>1.</b>	<b>Overview of Goods and Service Tax</b>
	Introduction and Meaning of GST and IGST Scope of GST Present/old Tax Structure v/s GST



<b>2.</b>	<b>Overview of Goods and Service Tax</b>
	GST in Other Countries Existing taxes proposed to be subsumed under GST Principles adopted for subsuming the taxes
<b>3.</b>	<b>Overview of Goods and Service Tax</b>
	Dual GST Benefits of GST GST Council
<b>4.</b>	<b>Overview of Goods and Service Tax</b>
	GST Network (GSTN) and GST regime Integrated Goods and Services Tax Act, 2017: title and definitions, administration.
<b>5.</b>	<b>REVISION LECTURE</b>
<b>6.</b>	<b>Registration Under GST</b>
	Rules and Procedure of registration Special provisions relating to casual taxable person and non-resident taxable person
<b>7.</b>	<b>Registration Under GST</b>
	Amendment of registration Cancellation of registration Revocation of cancellation of registration
<b>8.</b>	<b>Collection of Tax under Integrated Goods and Services Tax Act, 2017</b>
	Sec 5 and Sec 6
<b>9.</b>	<b>Collection of Tax under Integrated Goods and Services Tax Act, 2017</b>
	Sec 5 and Sec 6
<b>9.</b>	<b>REVISION LECTURE</b>
<b>10.</b>	<b>Place of supply of goods or services or both under Integrated Goods and Services Tax Act, 2017</b>
	Sec 10 and Sec 12
<b>11.</b>	<b>Place of supply of goods or services or both under Integrated Goods and Services Tax Act, 2017</b>
	Sec 10 and Sec 12
<b>12.</b>	<b>Indirect Tax- Introduction of Goods and Service Tax</b>
	Introduction Time of GST Payment
<b>13.</b>	<b>Indirect Tax- Introduction of Goods and Service Tax</b>
	How to make payment Challan Generation & CPIN TDS & TCS
<b>14.</b>	<b>REVISION LECTURE</b>
<b>15.</b>	<b>INTERNAL ASSESMENT</b>

\*\*\*\*\*

**Program: Business Management**  
**Semester – III**

**Date of Commencement:** 11<sup>th</sup> July, 2022

**Academic Year:** 2022-23

**No. of Lectures:** 15

**Course: Human Resource Management:**

<b>Sr. No.</b>	<b>Name of the Topics</b>
1.	<b>Discussion on the syllabus</b> <b>Module 1: Human Resource Management</b> Human Resource Management (HRM). – Concept, Traditional HRM v/s Strategic HRM , Objectives of HRM, Organization Structure of HRM Department
2.	Changing Role of H.R. Manager. Human Resource Planning- Concept, Factors affecting HRP, Information Management in HRP
3.	HRIS (Human Resource Information System), Job Analysis, Psychological and Behavioural Issues in HRP. Recruitment and Selection of managerial personnel - Factors affecting recruitment process
4.	<b>Module 2: Human Resource Development</b> Training and Development - Designing of the effective training programme Evaluation of the effective training programme, Challenges before trainers
5.	Management Development Programme – Techniques. Performance Appraisal- Process, Guidelines for conducting appraisal Interviews, Ethical aspects in performance appraisal.
6.	Career Advancement and Succession Planning-.Self-Development Mechanism and Knowledge enrichment, Managing Promotion and Transfers, Managing dismissal,
7.	Succession Planning- Problems and Issues, Culture as a factor in Succession Planning
8.	<b>Module 3: Latest Development in H.R.M. and Labour Legislation</b> Industrial Relation Act – Prominent features and recent changes in Trade Union Act 2016, Factories Act 1961, Industrial Disputes Act 1950.
9.	Prominent features and recent changes to Child and Women Labour Act 1986, Social Security Act 2016,
10.	Prevention of Sexual harassment Act, 2013. Prominent features and recent changes to Employees Acts like payment of Gratuity Act 2015,
11.	Provident Fund Act 1952, Minimum Wages Act 2016 and Payment of Wages Act 1991, Workmen Compensation Act 2014/ESI Scheme.
12.	<b>Module 4: Emerging Issues In H.R.M</b> Finding Talent in the External Labor Market, Employment Agencies Finding Talent Internally, Lateral Transfers and Promoting From Within Designing an HR Talent Inventory Linking Recruitment to the HRM Process
13.	Opportunities, Challenges, and Recent Developments in Recruiting Talent Legal Dimensions of Recruitment: Equal Employment Opportunity and Discrimination

14.	Talent Management – Concept, Importance, Process, Talent Management and VUCA Environment (Volatility, Uncertainty, Complexity, Ambiguity)
15.	H.R. Practices at Global level. Managing Millennial (Gen Y) <b>Revision</b>

**Course: Rural Marketing:**

**Date of Commencement: 11<sup>th</sup> July, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topic</b>
1	Syllabus Discussion. Rural Marketing: Concept, Scope, Nature and Evolution of Rural Marketing, Rural Marketing Strategies-4P's
2	Rural Infrastructural Facilities – Warehousing, Cold Storage, Logistics. Indian Rural Market: Profile, Rural Vs Urban Market, Importance of Branding, Scope and Importance of Transportation Networking in rural markets.
3	Rural marketing environment: Population, occupation pattern, income generation, location of rural population, expenditure pattern, literacy level, land distribution, land use pattern, irrigation, development programs
4	Rural marketing environment: Infrastructure facilities, rural credit institutions, rural retail outlets, print media in rural areas, rural areas requirement, rural demand and rural market index, problems in rural marketing. Revision of Unit One
5	Consumer Behaviour: Characteristics of Buying Behaviour- Awareness, Understanding, Consumer Purchase Decision, Importance of Rural Marketing Communication, Salesmen Influence.
6	Government Schemes: Rural Development Programmes and Schemes of Government, Entrepreneurship Development Programme
7	Role of Food Corporation of India (FCI), Role of Khadi and Village Industries Commission (KVIC). Role of Banks in Rural Marketing: Role of Agricultural Cooperative Banks, Commercial Banking for Rural Marketing. Revision of Unit Two
8	Agricultural Marketing- Importance, Prospects and Issues, Role of Cooperatives and Self Help Groups (SHG) in Rural Marketing
9	Commodity Boards: Role and Contribution of Commodity Boards in generating revenue to government and employment in rural India.
10	Agricultural Exports: Composition and Contribution of Agricultural Exports in generating revenue for India- Food Grains, Organic products, Marine Products
11	Role of Agricultural & Processed Food Products Export Development Authority (APEDA). Revision of Unit Three
12	e- Rural Marketing-CRM & e-CRM in Rural Marketing- Advanced Practices in Rural Marketing- Social Marketing-Network Marketing -Green Marketing in Indian and Global

	Context-Co-operative Marketing- Micro Credit Marketing- Public Private Partnership Model in Rural Marketing
13	Advancement of Technology in Rural Marketing- Structure of Competition in Rural India. Information Technology: Impact of IT in Agricultural Marketing, E-Chaupal, Project Shakti, Web-casting-online training and guidance to farmers. Revision of Unit Four
14	Case study solving session
15	Revision. Doubt clearing session

**Course: Entrepreneurial Management:**

**Date of Commencement: 11<sup>th</sup> July, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topic</b>
1	Syllabus Discussion Entrepreneurship – Concept, Factors affecting growth of Entrepreneurship, Types of Entrepreneurs, Requirements of Entrepreneurial structure.
2	Entrepreneurial Culture -Elements of culture, Steps to change Entrepreneurial culture, Entrepreneurial v/s administrative culture
3	Theories of Entrepreneurship- Schumpeter Dynamic Entrepreneurship Innovation Theory. Case study analysis
4	Theory of High Achievement by McClelland, Theory of Personnel Resourcefulness. Revision of Unit one
5	Entrepreneurial Environment- Significance, SWOC Analysis, Problems of Entrepreneurship .
6	Financial Analysis of Entrepreneurial Venture- Significance, Tools of Financial Analysis, Sources of development finance
7	Social Entrepreneurship- Features, Importance, Arguments (for and against) Social Entrepreneurship, Women Entrepreneurs – concept and special Government schemes for women entrepreneurs in India.
8	Experiences of startup (Successful and failing to succeed case studies). Revision of Unit two
9	Project - Concepts and Classification of Project, Search of Business Idea, Project Cycle.
10	Project formulation-----Steps for project formulation, Project Design and network analysis – concept and network analysis techniques: PERT/ CPM.
11	Project Management – Concept, Phases, Project Identification and Project Feasibility Analysis. Revision of Unit Three
12	Incentives – Need, Promotion and development Entrepreneurship-Types of Assistance and incentives -Fiscal, Financial, Promotional, Marketing, and Organizational.
13	NPSD - National Policy for Skill Development and Entrepreneurship 2015. Case study discussion
14	Institutions in aid of Entrepreneurship Development - The National institute for Entrepreneurship and small business development, District Industry Centre (DIC), National Alliance of young Entrepreneurs.
15	Revision. Doubt clearing session

**Course: Marketing Strategies and Practices:**

**Date of Commencement: 11<sup>th</sup> July, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topic</b>
1	Syllabus Discussion. Introduction: Marketing Strategies – Concept, Evolution, Role/Importance, Types, Formulation of Marketing Strategies- Steps
2	Marketing Opportunities and Plan: Analyzing Marketing Opportunities, Future of Marketing, Effective Marketing Plan.
3	New Marketing Strategies: Holistic, New Brand, Service, Green and Guerrilla Marketing Strategies. Revision of Unit one
4	Marketing Mix: Marketing Strategy Implementation - Steps, Marketing Mix 4 P's – Importance
5	Alternative Marketing Mix Propositions- Profit, People, and Planet. Marketing Plans: Marketing Planning- Importance, Types and Content
6	Strategic Business Unit - Structure, SWOT Analysis. Defensive Marketing Strategies: Importance, Types
7	Offensive V/S Defensive Marketing Strategies, Position Defense Strategies. Revision of Unit two
8	Environmental Analysis: Analyzing the Macro Environment, Theories of MarketingPESTLE Analysis, VRIO Analysis
9	Porter's Competency Model, and Customer Perceived Value (CPV). Case Study Analysis
10	Customer Value: Applying Customer Value and Satisfaction, Customer Relationship Management (CRM)- Concepts and Techniques
11	Customer Loyalty: Importance, Consumer Behaviour – Impact of Personal, Cultural, Social and Psychological Factors. Revision of Unit Three
12	Emerging Strategies: 21st Century Marketing Strategies, Global Marketing Strategies, and Strategies for Entering Emerging Market
13	E-Marketing: Concept, Pros and Cons, Digital Marketing – Concept and features, Experiential Marketing – Concept and features
14	Hospitality Marketing Management. Social Marketing: Social Marketing - Importance, Barriers, Trends in Marketing Practices in India and across Globe. Revision of Unit Four
15	Revision. Doubt clearing session

**Course: Organizational Behavior:**

**Date of Commencement: 11<sup>th</sup> July, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No</b>	<b>Topics</b>
1	Introduction to Organizational Behaviour : Understanding Organizational Behaviour: Definition, Goals, Focus and Fundamentals of OB
2	Concepts of OB and Inter-disciplinary approach of OB A Basic Model of OB: Emerging Trends
3	Foundation of Individual Behaviour : Factors affecting Individual behaviour- Personal, Psychological, Organization System, Environmental. Personality& Perception – Nature of personality, Determinants of personality
4	Personality Traits., Factors Influencing Perception, Managing perception Process, Perception and OB
5	Attitude – Nature, components, work related attitudes , Barriers to attitudinal Change, Measures to attitudinal change.
6	Group – Types of groups, Stages of Group Development, Group Decision making – Advantages and Problems.
7	Work place behaviour – Determinants of Group Behaviour, Power and Politics – Sources of Power, Types of Organizational politics.
8	Conflict – Levels of Conflict, Strategies for resolving Conflict, and Guidelines for effective negotiation.
9	Stress Management – Sources, Effects, Strategies, Stress and Performance. Organization culture – Cultural Dimensions, Creating Organizational Culture, Maintaining Organizational Culture.
10	Workforce Diversity – Concept, Managing Diversity effectively, Ethical Behaviour in workplace, Managing Ethics at work place.
11	Internal Exam
12	Revision Lecture

**Program: Business Management**  
**Semester – IV**

**Date of Commencement:** 07<sup>th</sup> November, 2022

**Academic Year:** 2022-23

**No. of Lectures:** 15

**Course: Supply Chain Management and Logistics:**

<b>Sr. No.</b>	<b>Name of the Topic</b>
1	Syllabus Discussion. Supply Chain Management: Concept, Features, Evolution, Importance, Process and Barriers of Supply Chain Management.
2	Principles and Strategies: Principles, Supply Chain Strategies – Organizations, Coordination, Innovation and Forecasting.
3	Participants in SCM: Supply chain intermediaries- Concept and Types, Channels of Distribution for Industrial Goods and Consumer Goods Case study analysis
4	Channel of Distribution at Services Level, Factors for selection of suitable channels. Revision of Unit one
5	Global perspectives: Measuring and analyzing the value and efficiency of global Supply Chain Networks, Global market forces, Types of global supply chain.
6	Indian Perspectives: Measuring and Analyzing the value and efficiency of domestic Supply Chain Networks, Economic effects of supply chains.
7	Customer Perspectives: Customer values, Role of customers and Ways of improving customer services in SCM. Revision of Unit two
8	Logistics Management: Concept and Process, Competitive Advantages and Three C's, Changing Logistics Environment, Reverse Logistics, Importance of Inventory Control, Bull-whip effect
9	Transportation and Warehousing: Transport Functions and Participants in Transportation Decisions, Transport Infrastructure- Forms
10	Warehouse Functions and Operations Packaging and Materials Management- Consumer and Industrial Goods Packaging - Importance
11	Factors influencing Materials Planning, Preservation Safety and Measures of Materials Handling. Revision of Unit Three
12	SCM Plan- Demand Planning, Source of Procurement, Production or Assembly Steps, Sales return of defective or excess goods
13	Use of Internet in SCM- E-market places, E-procurement, E-logistics, E-fulfillment. Operative Systems in SCM: Enterprise Resource Planning (ERP). New Horizon in Supply chain Management ( Careers)
14	Performance Modeling of supply chains using Markov chains, Inventory Control Importance, Pareto's Law. Revision of Unit Four
15	Revision. Doubt clearing session



**Course: Advertising and Sales Management:**

**Date of Commencement: 07<sup>th</sup> November, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topics</b>
1.	<b>MODULE 1: Advertising Fundamentals and Media</b> Basics of Advertising : Concept and Features, Significance, Classification of Advertising, Integrated Marketing Communication (IMC)
2.	Behavioural Model (E.K. Strong AIDA), DAGMAR Model (Russell Colley), Hierarchy of Effects (Lavidge and Steiners)
3.	Elements, Ad Agency : Various Functional Department, Types, Measures for gaining and reasons for loosing clients, Evaluation Criteria for Selecting an Advertising Agency
4.	Media : New Media Options, Forms of Digital Media, Media Objectives, Criteria for Selecting Suitable Media, Methods of Setting Advertising Budget
5.	<b>MODULE 2: Creativity, Social and Regulatory Framework of Advertising</b> Creativity & Research: Developing advertising copy - print, broadcast and digital media, Pre-test and post-test methods.
6.	Society: Socio-economic contribution and criticisms of advertising, professional courses and careers in the field of advertising
7.	Regulatory framework of advertising: Legal Framework of Advertising, Role of Information and Broadcasting Ministry (IBM),
8.	Self-Regulatory Bodies – Advertising Standards Council of India(ASCI) and Indian Broadcasting Foundation(IBF)
9.	<b>MODULE3: Sales Management - I</b> Introduction: Sales Management - Features, Functions and Importance,
10.	Art of Selling – Types, Process, Qualities of an Effective Salesman. Sales force management : Selection Procedure, Training Methods, Motivational Factors and Compensation methods of sales personnel, Ethical Aspects.
11.	Sales organization : Concept, Objectives, Structure and Steps in Developing a Sales organization
12.	<b>MODULE4: Sales Management - II</b> Sales planning : Concept, Process, Sales Forecasting - Methods and Limitations
13.	Sales controlling : Concept of Sales Budget and Sales Audit, Sales Quota - Methods and Types, Objectives and Factors Determining and Designing Sales Territory
14.	Recent trends - Importance of Customer Feedback, Sales Management - Data Mining, Role of IT Managing Talent – Ethical Aspects
15.	Revision

**Course: Retail Management:**

**Date of Commencement: 07<sup>th</sup> November, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topic</b>
1	Syllabus Discussion. Retailing: Concept, Scope and Importance of Retailing and Retail Management, Theories of Retail change
2	Retail Environment Economic, Legal, Technological & Competitive. Retail sector in India: Size, and Drives of Retail changes, FDI in Retailing in Indian Context
3	Disruptions in Retailing: Changing Modern Retail Formats, Mall System, Challenges and coping mechanism by the Retail Sector, Ethics in Retailing. Revision of Unit one
4	Retail Strategies: Promotional Strategies, Retail Planning Process
5	Retail - Market Segmentation - Concept and Significance Relationship Marketing Strategies: CRM in Retailing, Retail Value Chain
6	Retail life Cycle, HRM in retailing- Growing importance of HR and Challenges faced by HR in retailing
7	Consumer Strategies: Consumer Behavior in Retail Context, Buying Decision Process, Customer Service as a Part of Retail Strategy. Revision of Unit two
8	Retail Location& Merchandising: Importance, Types, Steps involved in choosing a Retail Location
9	Merchandising: Concept and Merchandising Planning Process, Retail Branding, Merchandising Buying, Visual Merchandising
10	Store Design and Layout: Store Design - Elements, Store Layout - Importance, Steps for Designing. Revision of Unit Three
11	Technologies: Use of Technologies in retailing - Electronic Data Interchange (EDI), Radio Frequency Identification (RFI).
12	Data Base Management System E-Retailing: Formats, Challenges, Green Retailing - Concept and Importance
13	Retail as a Career: Various Career Options, Responsibilities of Store Manager, Functions of Merchandising Manager
14	Case study solving session
15	Revision. Doubt clearing session

**Course: Tourism Management:**

**Date of Commencement: 07<sup>th</sup> November, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topics</b>
1.	<b>Module 1: Introduction to Tourism Management</b> Tourism – Concept, Characteristics Importance and Types of Tourism – Inbound Tourism
2.	Tourism Industry: Concept, Nature, Structure and Components, Career options in Tourism.
3.	Tourism Destination: Concept, Elements, Tourism Destination Planning – Process and Importance.
4.	<b>Module 2: Marketing for tourism planning and development</b> Introduction- Consumer Buying Behavior
5.	Market Segmentation , Pricing ,
6.	Promotion and Direct Marketing, Packaging and Programming
7.	Tourism Resource Planning
8.	<b>Module 3: International Tourism Environment</b> Malaysia Model, Dubai Tourism Model
9.	Sustainable tourism model: Bhutan Community Based model : Konkan (India) , Wellness Tourism: Kerala ( India) Case Studies
10.	Role of Institutions and organizations in promoting International Tourism - WTTC, IATO, TAAI, ITDC
11.	<b>Module 4: Sustainable and green tourism</b> Introduction to Sustainable Tourism & Global Concerns Approaches to Sustainable Tourism, Code of Conduct for safe and sustainable Tourism in India
12.	Environmental Impact Assessment Green Tourism
13.	Sustainable Tourism and Community Development Restrictions and Considerations in Sustainable Tourism Planning Scheme,
14.	Major Tourism schemes of Government of India- Visa on Arrival (VoA), PRASAD, HRIDAY Scheme, Travel Circuits; Incredible India Campaign
15.	<b>Revision</b>

**Course: Management of Business Relation:**

**Date of Commencement: 07<sup>th</sup> November, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topic</b>
1	Syllabus Discussion. Introduction to Business Relations
2	Business Relations - Need, Importance of Business relations, Business Relationship Management (BRM) Competencies.
3	Business Relation Manager- Role, qualities, Skills. Case study analysis
4	Business Relations- Principles, Steps, Trends, Impact of Communication on Business Relations. Revision of Unit one
5	Customer Relations Management: Concept, Characteristics of an empowered customer, Approaches &Types, Role of Customer Relations Manager.
6	Designing and developing customer Value- Turning customers to loyal clients, Strategic Framework for CRM, E-CRM: Concept and Benefits, Steps, Successful CRM implementation
7	Channel Relationship - Concept, importance, Challenges, Elements contributing to effective channel relationships. Revision of Unit two
8	Employee Relationship Management - Concept, Objectives of Employee Relations , Approaches to Employee Relations
9	Role of Employee Relations Manager, Prospects & Importance of Industrial Relations
10	Problems & Challenges of Employee Relations, Key Drivers for shifting from Industrial Relations to Employee Relations
11	Strategic Framework for ERM, Factors influencing ERM, Essentials of an effective ERM, ERM strategy. Revision of Unit Three
12	Supplier Relations – Concept, Supplier Segmentation Pyramid, Supplier Improvement Process for better relations, Challenges
13	Investors Relations –Concept, Focus, Keys to successful investor’s relations, Enhancing shareholders loyalty and retention
14	Stakeholder relations- Types of stakeholders, Role of business in social development, strategies to improve community relations, impact of community relations on business.
15	Revision. Doubt clearing session

**Program : Business Analytics**  
**Semester : I**

**Date of Commencement: 29<sup>th</sup> August, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

**Course : Introduction to Business Analytics**

<b>Sr. No.</b>	<b>Name of the Topic</b>
<b>1.</b>	Introduction to Data Visualization & its Challenges
<b>2.</b>	Definition. Need, Characteristics of good DV, R Session on Pipeline function
<b>3.</b>	MS Excel/ R Session on DV, pipeline function
<b>4.</b>	MS Excel Pivot Table/DV through Graphs/R codes using Excel File
<b>5.</b>	Dashboard preparation using MS Excel/PIVOT table
<b>6.</b>	DV - different techniques
<b>7.</b>	Google Colab, Python Through Google Colaboratory, Data Communication & Networking – introduction
<b>8.</b>	Module 4: DCN
<b>9.</b>	Module 4: DCN
<b>10.</b>	Internal presentation & Viva
<b>11</b>	Overall Revision M1, M2, M3,M4

**Course: Business Ethics:**

**Date of Commencement: 29<sup>th</sup> August, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topics</b>
<b>1.</b>	<b>Introduction to Business Ethics</b>
	Business Ethics – Concept, Characteristics, Importance and Need for business ethics. Indian Ethos, Ethics and Values, Work Ethos.
<b>2.</b>	<b>Introduction to Business Ethics</b>
	Various Approaches to Business Ethics - Theories of Ethics- Friedman’s Economic theory, Kant’s Deontological theory, Mill & Bentham’s Utilitarianism theory
<b>3.</b>	<b>Introduction to Business Ethics</b>
	Gandhian Approach in Management and Trusteeship, Importance and Relevance of trusteeship principle in Modern Business, Gandhi’s Doctrine of Satya and Ahimsa
<b>3.</b>	<b>REVISION LECTURE</b>
<b>4.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Corporate Governance: Concept, Importance, Evolution of Corporate Governance, Principles of Corporate Governance
<b>5.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Regulatory Framework of Corporate Governance in India, SEBI Guidelines and clause 49,
<b>6.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Audit Committee, Role of Independent Directors, Protection of Stake Holders, Changing roles of corporate Boards
<b>7.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Audit Committee, Role of Independent Directors, Protection of Stake Holders, Changing roles of corporate Boards
<b>7.</b>	<b>REVISION LECTURE</b>
<b>8.</b>	<b>INTERNAL ASSESMENT</b>
<b>8.</b>	<b>Management Ethics - Integrity at work</b>
	Sources of Ethics, Ethical dilemma in business and ethical implications
<b>9.</b>	<b>Management Ethics - Integrity at work</b>
	Ethics in Finance: Unethical financial practices – creative accounting- hostile takeovers tax evasion- corporate crimes.
<b>10.</b>	<b>Management Ethics - Integrity at work</b>
	Ethics in Human Resources Management: Human resource system, psychological expectancy model- Individualism versus collectivism in human resource management practices

<b>11.</b>	<b>Management Ethics - Integrity at work</b>
	Ethics and Information Technology: Ethical issues relating to computer applications; security threats – computer crime- computer viruses- software piracy- hacking – computer crime prevention – ethical dilemmas and considerations
<b>11.</b>	<b>REVISION LECTURE</b>
<b>12.</b>	<b>Corporate Responsibility</b>
	Corporate philanthropy, Models for Implementation of CSR, Drivers of CSR
<b>13.</b>	<b>Corporate Responsibility</b>
	Designing CSR Policy- Factors influencing CSR Policy, Role of HR Professionals in CSR
<b>14.</b>	<b>Corporate Responsibility</b>
	Global Recognitions of CSR- ISO- 14000-SA 8000 – AA 1000 – Codes formulated by UN Global Compact – UNDP, Global Reporting Initiative; major codes on CSR.
<b>15.</b>	<b>Corporate Responsibility</b>
	Global Recognitions of CSR- ISO- 14000-SA 8000 – AA 1000 – Codes formulated by UN Global Compact – UNDP, Global Reporting Initiative; major codes on CSR.
<b>15.</b>	<b>INTERNAL ASSESMENT</b>

**Course: Introduction to Data Science – I**

**Date of Commencement: 29<sup>th</sup> August, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b><u>Sr. No.</u></b>	<b><u>Topics</u></b>
1	Introduction to Data Science -What is Data Science? Introduction to Data Science – Evolution of Data Science – Data Science Roles – Stages in a Data Science Project – Applications of Data Science in various fields – Data Security Issues
2	Lab Course
3	Lab Course
4	Data Collection Strategies – Data Pre-Processing Overview
5	Lab Course
6	Lab Course
7	Data Cleaning – Data Integration and Transformation – Data Reduction – Data Discretization.
8	Lab Course
9	Lab Course
10	Simple and Multiple Regression – Model Evaluation using Visualization – Residual Plot – Distribution Plot
11	Lab Course
12	Lab Course

13	Polynomial Regression and Pipelines – Measures for In-sample Evaluation – Prediction and Decision Making
14	Generalization Error – Out-of-Sample Evaluation Metrics – Cross Validation – Overfitting – Under Fitting and Model Selection
15	Lab Course – Practice Session
16	Lab Course – Practice Session

**Course: R and Python for Data Science – Lab Course:**

**Date of Commencement: 29<sup>th</sup> August, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

Sr. No	Topics
1	Introduction to R : Introducing to R – R Data Structures – Help functions in R – Vectors – Scalars – Declarations – recycling – Common Vector operations – Using all and any – Vectorised operations – NA and NULL values – Filtering – Vectorised if-then else – Vector Equality – Vector Element names
2	Introducing to R – R Data Structures – Help functions in R – Vectors – Scalars – Declarations – recycling – Common Vector operations – Using all and any – Vectorised operations – NA and NULL values – Filtering – Vectorised if-then else – Vector Equality – Vector Element names
3	Practical's
4	Practical's
5	Matrices, Arrays and Data Frames : Creating matrices – Matrix operations – Applying Functions to Matrix Rows and Columns – Adding and deleting rows and columns – Vector/Matrix Distinction – Avoiding Dimension Reduction – Higher Dimensional arrays – lists – Creating lists – General list operations
6	Practicals
7	Practicals
8	Introducing to Python : Introduction of Python, Jupyter Notebook, Python Functions, Python Types and Sequences, Python More on Strings, Reading and Writing CSV files
9	Practicals
10	Practicals
11	The Series Data Structure, Querying a Series, The DataFrame Data Structure, DataFrame Indexing and Loading, Querying a DataFrame, Indexing Dataframes, Merging Dataframes , Data
12	Practicals
13	Practicals
14	Group Operations, Time Series, Date and Time Data Types and Tools, Time Series Basics, Date Ranges, Frequencies, and Shifting, Time Zone Handling, Periods and Period Arithmetic, Resampling and Frequency Conversion, Time Series Plotting, Moving Window Functions
15	Practicals



**Course: Introduction to Business Analytics:**

**Date of Commencement: 29<sup>th</sup> August, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

Sr. No	Topics
1	<b>Basics of Business analytics</b> : Concept of analytics, Types of Analytics, Application fields - Marketing Analytics, Finance Analytics, HR Analytics, Operation Analytics, Retail Analytics, Healthcare Analytics, Supply Chain Analytics - Role of Data Scientist in Business & Society
2	<b>Application fields</b> - Marketing Analytics, Finance Analytics, HR Analytics, Operation Analytics, Retail Analytics, Healthcare Analytics, Supply Chain Analytics - Role of Data Scientist in Business & Society
3	<b>Visualization/ Data Issues</b> : Organization/sources of data - Structured Vs Semi structured Vs Unstructured data, Importance of data quality - Dealing with missing or incomplete data - Data Classification
4	<b>Types of Data Sources-</b> Data Warehouse Vs Databases, Relational Database vs Non Relational Database, RDBMS Data structures, Columnar Data structures
5	<b>Introduction to Data Mining</b> : Introduction to Data Mining -Data Mining meaning - Data Mining Process - Data mining tool.
6	Market Basket Analysis, Association Rules and clustering, Decision trees, Random forests
7	<b>Business analytics future trends</b> : Role of Artificial Intelligence in Business, Machine Intelligence, Competitive Intelligence, Text Mining, Web Analytics (Web content mining, Web usage mining, Web structure mining)
8	Role of Intelligent Agents in e-business, e-commerce, m-commerce, Location Analytics, Intelligent Agent in search & retrieval, Personalization and Comparison), Social Networking Analysis, Big Data Tools & Techniques
9	Content Analytics (Sentimental Analysis & Opinion Analysis). Ethical and Legal considerations in Business Analytics.
10	Internal Exam
11	Revision Lecture

**Program : Business Analytics**  
**Semester : II**

**Date of Commencement:** 16<sup>th</sup> December, 2022

**Academic Year:** 2022-23

**No. of Lectures:** 15

<b><u>Sr. No.</u></b>	<b><u>Name of the Topic</u></b>
1.	Introduction to Data Visualization & its Challenges
2.	Definition. Need, Characteristics of good DV, R Session on Pipeline function
3.	MS Excel/ R Session on DV, pipeline function
4.	MS Excel Pivot Table/DV through Graphs/R codes using Excel File
5.	Dashboard preparation using MS Excel/PIVOT table
6.	DV - different techniques
7.	Google Colab, Python Through Google Colaboratory, Data Communication & Networking – introduction
8.	Module 4: DCN
9.	Module 4: DCN
10.	Internal presentation & Viva
11	Overall Revision M1, M2, M3,M4

**Course: Introduction to Financial Analytics:**

**Date of Commencement:** 16<sup>th</sup> December, 2022

**Academic Year:** 2022-23

**No. of Lectures:** 15

<b><u>Sr. No.</u></b>	<b><u>Name of the Topics</u></b>
1	Introduction to subject financial analytics with students -
2	Meaning & Scope of Financial Analytics
3	Documents used in financial analytics
4	Elements of financial health
5	Financial statement analysis & their interlinking
6	Portfolio analysis, project financing, risk return modelling
7	Capital structure analysis, dividend policy and derivatives analysis
8	Bond & stock investments also equity and bond analysis
9	Housing and euro crisis in detail with case study
10	Securities datasets and visualization
11	Plotting multiple series – time series and Sharpe ration

12	Emerging fintech trends & techniques – 2020 onwards
13	Recent financial innovations
14	Blockchain, algorithm trading & latest trends
15	Learnings of case study and doubt solving for entire syllabus

**Course: Data Science – II**

**Date of Commencement: 16<sup>th</sup> December, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No</b>	<b>Topics</b>
1	Big Data and Data Science – Datafication – Current landscape of perspectives – Skill sets needed; Matrices – Matrices to represent relations between data, and necessary linear algebraic operations on matrices -Approximately representing matrices by decompositions (SVD and PCA).
2	Approximately representing matrices by decompositions (SVD and PCA).
3	Lab Course
4	Lab Course
5	Data cleaning – data integration – Data Reduction Data Transformation and Data Discretization. Evaluation of classification methods – Confusion matrix, Students T-tests and ROC curves
6	Lab Course
7	Lab Course
8	Exploratory Data Analysis – Basic tools (plots, graphs and summary statistics) of EDA, Philosophy of EDA – The Data Science Process.
9	Association Rule mining - Linear Regression- Logistic Regression - Classifiers - k-Nearest Neighbours (k-NN), k-means -Decision tree - Naive Bayes- Ensemble Methods - Random Forest.
10	Lab Course
11	Lab Course
12	Clustering: Choosing distance metrics - Different clustering approaches - hierarchical agglomerative clustering, k-means
13	Lab Course
14	Lab Course
15	Lab Course

**Course: Research Methodology of Business:**

**Date of Commencement: 16<sup>th</sup> December, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

Sr. No	Topics
1	<b>Introduction to Research</b> :Features and Importance of research in business, Objectives and Types of research- Basic, Applied, Descriptive, Analytical and Empirical Research.
2	Formulation of research problem, Research Design, significance of Review of Literature Hypothesis: Formulation, Sources, Importance and Types
3	Sampling: Significance, Methods, Factors determining sample size
4	<b>Research Process</b> : Stages in Research process Data Collection: Primary data: Observation, Experimentation, Interview, Schedules, Survey
5	Limitations of Primary data Secondary data: Sources and Limitations, Factors affecting the choice of method of data collection.
6	Questionnaire: Types, Steps in Questionnaire Designing, Essentials of a good questionnaire
7	Internal Assessment
8	<b>Data Processing and Statistical Analysis:</b> Data Processing: Significance in Research, Stages in Data Processing: Editing, Coding, Classification, Tabulation, Graphic Presentation
9	Statistical Analysis: Tools and Techniques, Measures of Central Tendency, Measures of Dispersion, Correlation Analysis and Regression Analysis.
10	Testing of Hypotheses – Parametric Test-t test, f test, z test Non-Parametric Test - Chi square test, ANOVA, Factor Analysis Interpretation of data: significance and Precautions in data interpretation
11	<b>Research Reporting and Modern Practices in Research</b> : Research Report Writing: Importance, Essentials, Structure/ layout, Types References and Citation Methods: APA (American Psychological Association) CMS (Chicago Manual Style) MLA (Modern Language Association)
12	<b>Footnotes and Bibliography Modern Practices:</b> Ethical Norms in Research, Plagiarism, Role of Computers in Research
13	<b>Guidance Lecture</b>

**Program: Behavioral Finance**  
**Semester: I**

**Date of Commencement: 29<sup>th</sup> September, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

**Course: Business Ethics:**

<b>Sr. No.</b>	<b>Name of the Topics</b>
<b>1.</b>	<b>Introduction to Business Ethics</b>
	Business Ethics – Concept, Characteristics, Importance and Need for business ethics. Indian Ethos, Ethics and Values, Work Ethos.
<b>2.</b>	<b>Introduction to Business Ethics</b>
	Various approaches to Business Ethics - Theories of Ethics- Friedman's Economic theory, Kant's Deontological theory, Mill & Bentham's Utilitarianism theory
<b>3.</b>	<b>Introduction to Business Ethics</b>
	Gandhian Approach in Management and Trusteeship, Importance and relevance of trusteeship principle in Modern Business, Gandhi's Doctrine of Satya and Ahimsa
<b>3.</b>	<b>REVISION LECTURE</b>
<b>4.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Corporate Governance: Concept, Importance, Evolution of Corporate Governance, Principles of Corporate Governance
<b>5.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Regulatory Framework of Corporate Governance in India, SEBI Guidelines and clause 49,
<b>6.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Audit Committee, Role of Independent Directors, Protection of Stake Holders, Changing roles of corporate Boards
<b>7.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Audit Committee, Role of Independent Directors, Protection of Stake Holders, Changing roles of corporate Boards
<b>7.</b>	<b>REVISION LECTURE</b>
<b>8.</b>	<b>INTERNAL ASSESMENT</b>
<b>8.</b>	<b>Management Ethics - Integrity at work</b>
	Sources of Ethics, Ethical dilemma in business and ethical implications
<b>9.</b>	<b>Management Ethics - Integrity at work</b>
	Ethics in Finance: Unethical financial practices – creative accounting- hostile takeovers tax evasion- corporate crimes.
<b>10.</b>	<b>Management Ethics - Integrity at work</b>

	Ethics in Human Resources Management: Human resource system, psychological expectancy model- Individualism versus collectivism in human resource management practices
<b>11.</b>	<b>Management Ethics - Integrity at work</b>
	Ethics and Information Technology: Ethical issues relating to computer applications; security threats – computer crime- computer viruses- <b>software</b> piracy- hacking – computer crime prevention – ethical dilemmas and considerations
<b>11.</b>	<b>REVISION LECTURE</b>
<b>12.</b>	<b>Corporate Responsibility</b>
	Corporate philanthropy, Models for Implementation of CSR, Drivers of CSR
<b>13.</b>	<b>Corporate Responsibility</b>
	Designing CSR Policy- Factors influencing CSR Policy, Role of HR Professionals in CSR
<b>14.</b>	<b>Corporate Responsibility</b>
	Global Recognitions of CSR- ISO- 14000-SA 8000 – AA 1000 – Codes formulated by UN Global Compact – UNDP, Global Reporting Initiative; major codes on CSR.
<b>15.</b>	<b>Corporate Responsibility</b>
	Global Recognitions of CSR- ISO- 14000-SA 8000 – AA 1000 – Codes formulated by UN Global Compact – UNDP, Global Reporting Initiative; major codes on CSR.
<b>15.</b>	<b>INTERNAL ASSESMENT</b>

**Course: Psychological Aspect of Investing:**

**Date of Commencement: 29<sup>th</sup> September, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topics</b>
1	Market Bubbles – Introduction, Brief History, Classification, Indicators
2	Market Bubbles – Case study – Subprime crisis, Impact of Bubble, Stages of Bubble
3	Overview of Investor Psychology, Investment Decision making process, Sound Investment Philosophy
4	Theories in Behavioural Finance – RAT, Regret theory, Prospect theory, Mental Accounting, Loss aversion, Anchoring
5	Over and Under reacting, Over confidence, BPT, Behavioural Antecedents
6	Role of emotions & Mood in Investment Decision Making
7	Disposition effect, Role of Demographics, Emotional Timeline

8	Arbitrage, Limits to Arbitrage, Fundamental Risk, Investing styles
9	Project Evaluation
10	Investing Styles, Shadow of the past, Revision

**Course : Statistical Tools and Techniques for Research:**

**Date of Commencement: 29<sup>th</sup> September, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No</b>	<b>Topics</b>
1	Average-Concept, Types, Mathematical Averages- Arithmetic, Geometric, and Harmonic mean, Position and Locational Averages, Median, Mode.
2	Practical Problems – On Above Topics
3	Practical Problems on Above topics
4	Measures of Dispersion: Range, Quartile Deviation- Mean and Standard Deviation, Variance- Coefficient of Variance- Comparison of various measures of Dispersion, Skewness- Relative Measures of Skewness- Karl Pearson, Bowley, Kelly-Coefficient of Skewness, Kurtosis. – Practical Problems
5	Practical Problems on Above Topics
6	Regression Equations, Regression Coefficients. b. Multiple Correlation and Multiple Regression Analysis: Partial Correlation, Coefficient of Multiple Correlation, Multiple Regression Analysis.- applications in business world – Introduction & Theory
7	Practical Problems
8	Practical Problems
9	Time Series- Introduction, Objectives of Time Series, Identification of Trend, Variation in Time Series Secular Variation, Cyclical Variation, Seasonal Variation, and Irregular Variation, Methods of Estimating Trend, Choosing Appropriate Forecasting Model.
10	Practical Problems
11	Practical Problems
12	Theoretical Frequency Distributions: Binomial, Normal and Poisson distribution.
13	Practical Problems
14	Practical Problems
15	Application of Addition Theorem, Multiplication Theorem, Bayes' Theorem. – Practical Problems
15	Practical Problems



**Course : Introduction to Behavioral Finance – I**

**Date of Commencement: 29<sup>th</sup> September, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topics</b>
1	Introduction to subject behavioral finance with students -
2	Nature & Scope of behavioral finance
3	Objectives, application of behavioral finance and investment decision cycle
4	Cognitive information perception, Representativeness, Anchoring, Exponential and Hyperbolic Discounting
5	Expected Utility Theory, Decision making process
6	Investor rationality and market efficiency
7	The Efficient Market Hypothesis - EMH Theory
8	Market efficiency – Market predictability – Arbitrage Model
9	Asset management, Active portfolio management
10	Technical analysis with practical live charts concepts (tradingview.com)
11	Types of investors – individual and institutional
12	The two system – how human mind works
13	Familiarity and related heuristics – (all biases imp ones)
14	Sovereign credit rating model in detail
15	Learnings of case study and doubt solving for entire syllabus
16	Case Study Analysis

**Program: Behavioral Finance**  
**Semester: II**

**Date of Commencement:** 16<sup>th</sup> December, 2022

**Academic Year:** 2022-23

**No. of Lectures:** 15

**Course: Behavioral Finance – II**

<b>Sr. No.</b>	<b>Name of the Topics</b>
1	Introduction and history of Behavioural Finance
2	Objectives and Significance of Behavioural Finance
3	Psychology of Investors, Arbitrage, Limits to arbitrage
4	Internal Assessment
5	Concept of Risk, Risk Vs Horizon
6	Informed Decisions, Positive feedback
7	Expected Utility Theory
8	Geomagnetic storms and Stock market
9	Elsberg's Paradox
10	Herbert Simon's Theory of Bounded Rationality
11	Project evaluation, Tools for research
12	Behavioural Financial market strategies, Research methodology
13	Revision Lecture

**Course: Introduction to Data Science - I:**

**Date of Commencement:** 16<sup>th</sup> December, 2022

**Academic Year:** 2022-23

**No. of Lectures:** 15

<b><u>Sr. No.</u></b>	<b><u>Topics</u></b>
1	Introduction to Data Science -What is Data Science? Introduction to Data Science – Evolution of Data Science – Data Science Roles – Stages in a Data Science Project – Applications of Data Science in various fields – Data Security Issues
2	Lab Course
3	Lab Course
4	Data Collection Strategies – Data Pre-Processing Overview
5	Lab Course
6	Lab Course

7	Data Cleaning – Data Integration and Transformation – Data Reduction – Data Discretization.
8	Lab Course
9	Lab Course
10	Simple and Multiple Regression – Model Evaluation using Visualization – Residual Plot – Distribution Plot
11	Lab Course
12	Lab Course
13	Polynomial Regression and Pipelines – Measures for In-sample Evaluation – Prediction and Decision Making
14	Generalization Error – Out-of-Sample Evaluation Metrics – Cross Validation – Overfitting – Under Fitting and Model Selection
15	Lab Course – Practice Session
16	Lab Course – Practice Session

**Course: Behavioral Economics:**

**Date of Commencement: 16<sup>th</sup> December, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b><u>Sr. No</u></b>	<b><u>Topics</u></b>
1	Introduction to behavioural economics : What is behavioural economics? - History and evolution- relation with other disciplines objectives, and scope- themes and methodology of behavioural economics (theory, evidence, consilience) – application
2	Values, preferences and choice- believes- heuristic and biases- state dependent preferences (such as habit formation and addiction)- mis-prediction and projection bias-anticipation
3	Information avoidance-decision making under risk and uncertainty- prospect theory- the role of reference- dependent preference in both risky (loss aversion)
4	risk free (endowment) choicesmental accounting- applications
5	The discounted utility model (origin, features, methodology, anomalies with discounted utility models)- alternative inter temporal choice models
6	Internal Exam
7	applications Nudges, Policy, and Happiness- the application
8	Behavioural game theory (nature, equilibrium, mixed strategies, bargaining, iterated games, signalling, learning)-
9	application Modelling of social preferences –nature and factors affecting social preferences distributional social preferences
10	based on altruism, inequality aversion models- reciprocity models, evidence and policy implications

**Course: Research Methodology of Business:**

**Date of Commencement: 16<sup>th</sup> December, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

Sr. No	Topics
1	<b>Introduction to Research</b> :Features and Importance of research in business, Objectives and Types of research- Basic, Applied, Descriptive, Analytical and Empirical Research.
2	Formulation of research problem, Research Design, significance of Review of Literature Hypothesis: Formulation, Sources, Importance and Types
3	Sampling: Significance, Methods, Factors determining sample size
4	<b>Research Process</b> : Stages in Research process Data Collection: Primary data: Observation, Experimentation, Interview, Schedules, Survey
5	Limitations of Primary data Secondary data: Sources and Limitations, Factors affecting the choice of method of data collection.
6	Questionnaire: Types, Steps in Questionnaire Designing, Essentials of a good questionnaire
7	Internal Assessment
8	<b>Data Processing and Statistical Analysis:</b> Data Processing: Significance in Research, Stages in Data Processing: Editing, Coding, Classification, Tabulation, Graphic Presentation
9	Statistical Analysis: Tools and Techniques, Measures of Central Tendency, Measures of Dispersion, Correlation Analysis and Regression Analysis.
10	Testing of Hypotheses – Parametric Test-t test, f test, z test Non-Parametric Test - Chi square test, ANOVA, Factor Analysis Interpretation of data: significance and Precautions in data interpretation
11	<b>Research Reporting and Modern Practices in Research</b> : Research Report Writing: Importance, Essentials, Structure/ layout, Types References and Citation Methods: APA (American Psychological Association) CMS (Chicago Manual Style) MLA (Modern Language Association)
12	<b>Footnotes and Bibliography Modern Practices:</b> Ethical Norms in Research, Plagiarism, Role of Computers in Research
13	<b>Guidance Lecture</b>

**Program: International Business**  
**Semester – I**

**Date of Commencement:** 29<sup>th</sup> September, 2022

**Academic Year:** 2022-23

**No. of Lectures:** 15

**Course: International Business Management:**

<b>Sr. No.</b>	<b>Name of the Topic</b>
<b>1</b>	<b>Syllabus Discussion.</b> Topics covered- Going International, Importance, Nature and Scope of International Business; Modes of Entry into International Business In-class activity: Case Study analysis.
<b>2</b>	<b>Topics covered-</b> EPRG Framework, Internationalization Process. Globalization: Meaning, Implications, Globalization as a Driver of International Business. In-class activity: Case Study on McDonalds, Coca-Cola
<b>3</b>	<b>Topics covered -</b> The Multinational Corporations (MNCs) – Evolution, Features and Dynamics of the Global Enterprises. Consequences of Economic Globalization In-class activity: Understanding the changing landscape of Indian economy and its impact on businesses in India.
<b>4</b>	<b>Topics covered -</b> Reverse Globalization. WTO, IMF, World Bank, UNCTAD. In-class activity- Revision of Unit one
<b>5</b>	<b>Topics covered -</b> Political Economy of International Business, Economic and Political Systems, Legal Environment. In-class activity- Problem solving exercise based on political environment
<b>6</b>	<b>Topics covered -</b> Cultural Environment, Technological Environment. Growing Concern for Ecology In-class activity- Discussion about new technologies and their applications. An insight into the use of AI, IoT, Blockchain Technology, Machine learning and their usage in modern businesses
<b>7</b>	<b>Topics covered -</b> Digitalization; Outsourcing and Global Value Chains, Labour and Other Environmental Issues. In-class activity- Discussion on various trends in International Business Environment. Exploring the Global Value chain of Apple and McDonalds.
<b>8</b>	<b>Topics covered-</b> Labor and Other Environmental Issues, Impact of Pandemic COVID-19 on International Trade. Revision of Unit Two In-class activity- Drawing differences between the labour issues in selected countries.
<b>9</b>	<b>Topics covered -</b> Foreign Investments – Introduction, Pattern, Structure and Effects.
<b>10</b>	<b>Topics covered -</b> Theories of Foreign Direct Investment, Traditional and Modern Theories of FDI, Modes of FDI - Greenfield, Brownfield Investments In-class activity- Links shared with students.
<b>11</b>	<b>Topics covered -</b> Mergers and Acquisitions, Motives of FDI, FDI Contrasted with FPI. Basics of Forex Market. Revision of Unit 3 In-class activity- Study of major mergers and acquisitions through case studies
<b>12</b>	<b>Topics covered -</b> Concept and Significance of Balance of Payments, Current and Capital Account Components

	In-class activity- Review of Current and Capital Account of India
<b>13</b>	<b>Topics covered</b> - Introduction to the Basic Concept of IFRS. India's Balance of Payment and Balance of Trade In-class activity- Case study solving session for exams
<b>14</b>	<b>Topics covered</b> - Institutes supporting Foreign Trade: DGFT, EXIM Bank, ECGC, Export Promotion Councils In-class activity- Exploration of websites and their services
<b>15</b>	<b>Topics covered</b> - Institutes supporting Foreign Trade: EPZ, EOU & SEZ. Revision. Doubt clearing session. Question paper pattern discussion In-class activity- Exploration of websites and their services

**Course: Business Ethics:**

**Date of Commencement: 29<sup>th</sup> September, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No.</b>	<b>Name of the Topics</b>
<b>1.</b>	<b>Introduction to Business Ethics</b>
	Business Ethics – Concept, Characteristics, Importance and Need for business ethics. Indian Ethos, Ethics and Values, Work Ethos.
<b>2.</b>	<b>Introduction to Business Ethics</b>
	Various approaches to Business Ethics - Theories of Ethics- Friedman's Economic theory, Kant's Deontological theory, Mill & Bentham's Utilitarianism theory
<b>3.</b>	<b>Introduction to Business Ethics</b>
	Gandhian Approach in Management and Trusteeship, Importance and relevance of trusteeship principle in Modern Business, Gandhi's Doctrine of Satya and Ahimsa
<b>3.</b>	<b>REVISION LECTURE</b>
<b>4.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Corporate Governance: Concept, Importance, Evolution of Corporate Governance, Principles of Corporate Governance
<b>5.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Regulatory Framework of Corporate Governance in India, SEBI Guidelines and clause 49,
<b>6.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Audit Committee, Role of Independent Directors, Protection of Stake Holders, Changing roles of corporate Boards
<b>7.</b>	<b>Indian Ethical Practices and Corporate Governance</b>
	Audit Committee, Role of Independent Directors, Protection of Stake Holders, Changing roles of corporate Boards

7.	<b>REVISION LECTURE</b>
8.	<b>INTERNAL ASSESMENT</b>
8.	<b>Management Ethics - Integrity at work</b>
	Sources of Ethics, Ethical dilemma in business and ethical implications
9.	<b>Management Ethics - Integrity at work</b>
	Ethics in Finance: Unethical financial practices – creative accounting- hostile takeovers tax evasion- corporate crimes.
10.	<b>Management Ethics - Integrity at work</b>
	Ethics in Human Resources Management: Human resource system, psychological expectancy model- Individualism versus collectivism in human resource management practices
11.	<b>Management Ethics - Integrity at work</b>
	Ethics and Information Technology: Ethical issues relating to computer applications; security threats – computer crime- computer viruses- software piracy- hacking – computer crime prevention – ethical dilemmas and considerations
11.	<b>REVISION LECTURE</b>
12.	<b>Corporate Responsibility</b>
	Corporate philanthropy, Models for Implementation of CSR, Drivers of CSR
13.	<b>Corporate Responsibility</b>
	Designing CSR Policy- Factors influencing CSR Policy, Role of HR Professionals in CSR
14.	<b>Corporate Responsibility</b>
	Global Recognitions of CSR- ISO- 14000-SA 8000 – AA 1000 – Codes formulated by UN Global Compact – UNDP, Global Reporting Initiative; major codes on CSR.
15.	<b>Corporate Responsibility</b>
	Global Recognitions of CSR- ISO- 14000-SA 8000 – AA 1000 – Codes formulated by UN Global Compact – UNDP, Global Reporting Initiative; major codes on CSR.
15.	<b>INTERNAL ASSESMENT</b>

**Course: Cross-Cultural Management:**

**Date of Commencement: 29<sup>th</sup> September, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

Sr. No	Topics
1	Cultural Competence : Culture; Models of culture; Measurement of culture; Cross-cultural differences and their role and effects in the workplace. ( Case Study)

2	Cultural intelligence and cross-cultural competencies; Models of cultural intelligence; Development of cultural intelligence
3	Role of cultural intelligence and its effects in the workplace. Ethics and Justice in Cross-Cultural Context
4	Culture and Organizations: Culture and corporate structures – Culture and Leadership -Culture and Strategy – Cultural change in Organizations-- Cultural Diversity.
5	Multi-cultural teams and workgroups, Teamwork models, Challenges and Best Practices of collaboration across cultures, time zones, national borders, and institutional differences, Global Virtual Teams
6	Multi-cultural teams and workgroups, Teamwork models, Challenges and Best Practices of collaboration across cultures, time zones, national borders, and institutional differences, Global Virtual Teams
7	Concept of cosmopolitanism in management -The changing role of the manager
8	Culture and Communications: Business communication across cultures – Barriers to intercultural communication – Negotiating Internationally Skills necessary within a cross cultural setting
9	Adaptation skills - Relationship skills - Communication skills , Cross-cultural differences in communication styles, Role of language and cultural differences in organizational communication
10	Role of language and cultural differences in organizational communication, Technology-assisted communication in global virtual teams.
11	Managing cross-culture -Managing multicultural forces -National versus Corporate culture .
12	The cross-cultural puzzle -Development of cross-cultural global leader-Management of immigrant and inpatriate employees.
13	Management of workers at overseas offices.
14	Internal Exam
15	Revision Lecture



**Course: Statistical Tools and Techniques for Research:**

**Date of Commencement: 29<sup>th</sup> September, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b>Sr. No</b>	<b>Topics</b>
1	Average-Concept, Types, Mathematical Averages- Arithmetic, Geometric, and Harmonic mean, Position and Locational Averages, Median, Mode.
2	Practical Problems – On Above Topics
3	Practical Problems on Above topics
4	Measures of Dispersion: Range, Quartile Deviation- Mean and Standard Deviation, Variance- Coefficient of Variance- Comparison of various measures of Dispersion, Skewness- Relative Measures of Skewness- Karl Pearson, Bowley, Kelly-Coefficient of Skewness, Kurtosis. – Practical Problems
5	Practical Problems on Above Topics
6	Regression Equations, Regression Coefficients. b. Multiple Correlation and Multiple Regression Analysis: Partial Correlation, Coefficient of Multiple Correlation, Multiple Regression Analysis.- applications in business world – Introduction & Theory
7	Practical Problems
8	Practical Problems
9	Time Series- Introduction, Objectives of Time Series, Identification of Trend, Variation in Time Series Secular Variation, Cyclical Variation, Seasonal Variation, and Irregular Variation, Methods of Estimating Trend, Choosing Appropriate Forecasting Model.
10	Practical Problems
11	Practical Problems
12	Theoretical Frequency Distributions: Binomial, Normal and Poisson distribution.
13	Practical Problems
14	Practical Problems
15	Application of Addition Theorem, Multiplication Theorem, Bayes' Theorem. – Practical Problems
15	Practical Problems

**Program: International Business Management**

**Semester – II**

**Date of Commencement:** 16<sup>th</sup> December, 2022

**Academic Year:** 2022-23

**No. of Lectures:** 15

**Course: Economics for Managers:**

<b><u>Sr. No.</u></b>	<b><u>Name of the Topics</u></b>
1	Nature and scope of managerial economics;
2	Objectives of the firm;
3	Theory of the growth of the firm: Marris model.
4	Production function; Returns to scale; Production with two variable inputs;
5	Isoquants; Producer 's Equilibrium; Cost function- classification of costs, short run cost functions;
6	Relationship between return to scale and return to a factor; Long run cost functions.
7	Market forms- perfect competition, monopolistic competition
8	monopoly power, oligopolistic behavior
9	National Income Accounting; Circular flow of income and expenditure
10	Limitations of national income accounting; Government deficit and trade deficit;
11	Measuring the cost of living; Natural rate of unemployment and Inflation.
12	Economic fluctuations and business cycle;
13	Open economy macroeconomics;
14	Determination of exchange rate. Purchasing Power Parity
15	Fixed and flexible exchange rate;
16	Debates in macroeconomics.
17	Revision lecture

**Course: E- Commerce:**

**Date of Commencement: 16<sup>th</sup> December, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b><u>Sr. No.</u></b>	<b><u>Name of the Topic</u></b>
1	Syllabus Discussion. Topics covered- Evolution of E-Commerce-Introduction, History/Evolution of Electronic Commerce, Functions and Scope of E- Commerce. <b>In-class activity: Case study on evolution of Amazon</b>
2	Topics covered- Roadmap of E-Commerce in India, Main activities, E-Commerce Business Strategies for Marketing, Sales and Promotions. Benefits and Challenges of E-Commerce. <b>In-class activity: : Understanding the changing landscape of business organisations in India.</b>
3	Topics covered - Business Models of E-Commerce- Characteristics of Business to Business (B2B), Business to Consumers (B2C), Business to Government (B2G) Concepts of other models of E-commerce. <b>In-class activity- Case studies of various businesses to develop an insight on various business models of E-Commerce</b>
4	Topics covered - Business to Consumer E-Commerce process, Business to Business E-Commerce Need and Importance, alternative models of B2B E-Commerce. • E-Commerce Sales Product Life Cycle (ESLC) Model. Revision of Unit one. <b>In-class activity- Case studies of various businesses to develop an insight on various business models of E-Commerce.</b>
5	Topics covered - World Wide Web-Reasons for building own website, Benefits of Website, Registering a Domain Name. <b>In-class activity- Registration of domain name by the students</b>
6	Topics covered - Role of web site in B2C E-commerce; push and pull approaches; Web site design principles. EDI and paperless trading; Pros & Cons of EDI. <b>In-class activity- Discussion about new technologies and their applications for enhancing EDI.</b>
7	Topics covered - Related new technologies use in Ecommerce. Applications of E-commerce and E-enterprise - Applications to Customer Relationship Management- Types of E-CRM, Functional Components of E-CRM. <b>In-class activity- Discussion on various trends in International Business Environment. Exploring the E-CRM techniques of various E-Commerce businesses.</b>
8	Topics covered- E-Marketing- Scope and Techniques of E-Marketing, Traditional web promotion; Web counters; Web advertisements, Role of Social media. E-Commerce Customer Strategies for Purchasing and support activities, Planning for Electronic Commerce and its initiates. <b>In-class activity- Brainstorming sessions on social media strategies</b>
9	Topics covered - The pros and cons of online shopping, Justify an Internet business. Electronic Payment System-Characteristics of E-payment system Class Test
10	Topics covered - SET Protocol for credit card payment, prepaid e-payment service, post-paid E-payment system, Types of payment systems, Set standards / principles for E-payment

11	Topics covered - Operational, credit and legal risks of E-payment system, Risk management options for E-payment systems. Revision of Unit 3. <b>In-class activity- Study of case laws to understand legal risks of E-payment system</b>
12	Topics covered - Introduction to Cyber Laws-World Scenario, Cyber-crime& Laws in India and their limitations, Hacking, Web Vandals, E-mail Abuse, Software Piracy and Patents. <b>In-class activity- Review of cyber laws in India. Case let on Profiles of hackers and web vandals</b>
13	Topics covered - Taxation Issues, Protection of Cyber Consumers in India and CPA 1986, Importance of Electronic Records as Evidence. GDPR (General Data Protection Regulation). <b>In-class activity- Case study solving session for exams</b>
14	Topics covered - Security Issues in E-Commerce- Risk management approach to Ecommerce Security - Types and sources of threats, Protecting electronic commerce assets and intellectual property. <b>In-class activity- Discussion and formulating suggestions to deal with various types of threats</b>
15	Topics covered - Security Tools, Client server network security, electronic signature, Encryption and concepts of public and private key infrastructure Revision. Doubt clearing session. Question paper pattern discussion

**Course: International Finance:**

**Date of Commencement: 16<sup>th</sup> December, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

<b><u>Sr. No</u></b>	<b><u>Topics</u></b>
1	Internationals Monetary and Financial System : Importance of Internationals Finance; Bretton Woods Conference and afterwards, IMF and the World Bank; European Monetary System. Balance of Payment and International Linkages
2	Components; International flow of Goods, Services and Capital; Coping with current account deficit
3	Determining Exchange Rates; Fixed and Flexible Exchange Rate System; Exchange Rate Theories;
4	Participants in the Foreign Exchange Markets; Spot Markets; Exchange Rate Quotes; LERMS; Factors affecting Exchange Rates-spot rates, forward exchange rates, forward exchange contracts.
5	Transaction Exposure, Translation Exposure and Economic Exposure; Management of Exposures internal techniques, netting, marketing, leading and lagging, Pricing Policy, Asset and liability Management
6	Management of Risk in Foreign Exchange Markets: Forex Derivatives- Swaps, Futures and Options and Forward Contracts.
7	GDRs, ADRs, Eurobonds, Euro loans, Repos, C.P.s, Floating Right Instruments, Loan Syndication and Euro Deposits.
8	Case Study Analysis
9	Multilateral Financial Institutions: Role of IMF, IBRD and other Development Banks; International Investors and Foreign Investment Institutions. Current Developments
10	International Indebtedness; Capital Account Convertibility- Pros and Cons; Innovations in International Financial Instruments
11	Internal Exam
12	Revision Lecture

**Course: Research Methodology for Business:**

**Date of Commencement: 16<sup>th</sup> December, 2022**

**Academic Year: 2022-23**

**No. of Lectures: 15**

Sr. No	Topics
1	<b>Introduction to Research</b> :Features and Importance of research in business, Objectives and Types of research- Basic, Applied, Descriptive, Analytical and Empirical Research.
2	Formulation of research problem, Research Design, significance of Review of Literature Hypothesis: Formulation, Sources, Importance and Types
3	Sampling: Significance, Methods, Factors determining sample size
4	<b>Research Process</b> : Stages in Research process Data Collection: Primary data: Observation, Experimentation, Interview, Schedules, Survey
5	Limitations of Primary data Secondary data: Sources and Limitations, Factors affecting the choice of method of data collection.
6	Questionnaire: Types, Steps in Questionnaire Designing, Essentials of a good questionnaire
7	Internal Assessment
8	<b>Data Processing and Statistical Analysis:</b> Data Processing: Significance in Research, Stages in Data Processing: Editing, Coding, Classification, Tabulation, Graphic Presentation
9	Statistical Analysis: Tools and Techniques, Measures of Central Tendency, Measures of Dispersion, Correlation Analysis and Regression Analysis.
10	Testing of Hypotheses – Parametric Test-t test, f test, z test Non-Parametric Test - Chi square test, ANOVA, Factor Analysis Interpretation of data: significance and Precautions in data interpretation
11	<b>Research Reporting and Modern Practices in Research</b> : Research Report Writing: Importance, Essentials, Structure/ layout, Types References and Citation Methods: APA (American Psychological Association) CMS (Chicago Manual Style) MLA (Modern Language Association)
12	<b>Footnotes and Bibliography Modern Practices:</b> Ethical Norms in Research, Plagiarism, Role of Computers in Research
13	<b>Guidance Lecture</b>

\*\*\*\*\*