

Dayanand Arya Kanya Mahavidyalaya

Department of Commerce

Teaching Plan

Dr Indu Mamtani
Department of Commerce

Academic Session 2021-22



HOD, Commerce
Dr. Indu Mamtani



IQAC Coordinator
Dayanand Arya Kanya Mahavidyalaya
Jalpatka, Nagpur



Principal
Dayanand Arya Kanya Mahavidyalaya
Jalpatka, Nagpur

Dayanand Arya Kanya Mahavidyalaya
Department of Commerce
Subject- Business Organization
2021-22

----- Semester wise Semester I Teaching Plan 2021-22 (Online Mode)


Unit	Required Lectures	Monthly Lectures	Duration
Admission Process: 16/07/2021 to 31/08/2021		July/August	
Bridge Course 19/07/2021-24/07/2021			
UNIT I Nature and scope of business- Meaning, definition, characteristics, objectives of business, classification of business activities, social responsibility of business.	03 04 08 03	August 18	25/07/2021- 31/08/2021
Unit II Forms of business Units- Meaning, characteristics, advantages & disadvantages of sole trader, partnership, one person company, joint stock company. Service sector business- meaning, types including BPO & KPO	03 03 03 03 03 05	September 20	01/09/2021- 30/09/2021
Unit III Organization- Meaning, definition, concept & Functions of organization, principles & types of organization advantages and disadvantages.	05 05 05 05	October 20	03/10/2021- 20/11/2021
Unit IV Recent trends in business organisation- Internal constitutes of business organisation, key managerial personnel, E- commerce, E- business & E- banking	05 05 03 05	December 18	21/11/2021- 09/01/2022
Extra Class for Slow learners	10		
Revision Class	04		
Mock Test	02		
University Semester Exams			
Diwali Vacation/ Semester Brack	31/10/2021- 10/11/2021		

Date of Submission: 05/07/2022



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Department of Commerce
Subject- Statistics & Business Mathematics
2021-22

Semester wise Semester II Teaching Plan 2021-22 (Offline Mode)

Unit	Required Lectures	Monthly Lectures	Duration
UNIT I Statistics and Measures of central tendency- Meaning, scope, importance functions and limitations of statistics. Collection, tabulation and classification frequency distribution. Mean, Median, Mode, geometric mean & harmonic mean.	03 03 09 03	January 21	10/01/2022- 15/02/2022
Unit II Dispersion Meaning and significance methods of dispersion- mean deviations Standard deviations Quartile deviation coefficient of variation.	02 03 05 05 06	February 21	16/02/2022- 08/03/2022
Unit III Skewness- Absolute measures of skewness- relative measures of skewness, Karl Pearsons coefficient of skewness, Bowley's coefficient of skewness.	03 03 06 06	March 18	09/03/2022- 31/03/2022
Unit IV Business mathematics-ratio, proportion, percentages, simple and compound interest. Profit and loss	03 06 06 06	April 18	01/04/2022/- 28/04/2022
Extra Class for Slow learners	10		
Revision Class	05		
Mock Test	01		
University Semester Exams			
Diwali Vacation/ Semester Brack	0905/2022- 26/06/2022		

Date of Submission: 05/07/2022



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Department of Commerce
Subject- Business Law
2021-22

----- Semester wise Semester III Teaching Plan 2021-22 (Offline Mode)

Unit	Required Lectures	Monthly Lectures	Duration
UNIT I Business law Law relating to contract Void agreement, contingent contract, quasi contract.	02 06 04 05 04	August 21	02/08/2021- 01/09/2021
Unit II Law relating to sale of goods Law relating to partnership Registration of partnership Partnership deed Duties and liabilities of partners Dissolution of partnership firms	03 03 03 03 03 03	September 18	02/09/2021- 20/10/2021
Unit III Law relating to Negotiable instruments Parties of negotiable instrument Endorsement Prevention of money laundering act - 2002	05 05 05 04	October 19	21/10/2021- 30/11/2021
Unit IV Law relating to consumer protection in India- 1986 Law relating to Information technology Act- 2000 Cyber law	06 06 06	December 18	01/12/2021- 09/01/2022
Extra Class for Slow learners	---		
Revision Class	05		
Mock Test	02		
University Semester Exams			
Diwali Vacation/ Semester Brack	31/10-10/11/22		

Date of Submission: 02/08/2021



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Department of Commerce
Subject- Financial Accounting IV
2021-22

----- Semester wise Semester V Teaching Plan 2021-22 (Online Mode)

Unit	Required Lectures	Monthly Lectures	Duration
UNIT I Amalgamation of Companies Absorption of companies (Theory & Numericals)	11 10	August 21	09/ 08/2021- 09/09/2021
Unit II Reconstruction of companies- Internal reconstruction, external reconstruction (Theory & Numericals)	09 09	September 18	10/092021- 11/10/2021
Unit III Double accounting system- electricity supply, water supply and gas supply system.	06 06 06	October 18	12/10/2021- 31/10/2021
Unit IV Valuation of shares- Theory & Numericals	20	November 20	12/11/2021-
Extra Class for Slow learners	-----		
Revision Class	08		
Mock Test	02		
University Semester Exams			
Diwali Vacation/ Semester Brack	3/10-10/11/22		

Date of Submission: 02/08 /2022



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Department of Commerce
Sub-Cost Accounting
2021-22

----- Semester wise Semester V Teaching Plan 2021-22 (Online Mode)

Unit	Required Lectures	Monthly Lectures	Duration
UNIT I Cost accounting- Meaning, importance, methods, elements of cost Numericals on cost sheet, Tender & quotations	02 03 01 08 07	August 21	06/08/2021- 09/09/2021
Unit II Reconciliation of profit and loss shows by cost and financial account- Theory & Numericals.	18	September 18	10/09/2021- 20/10/2021
Unit III Process cost accounting- Theory & Numericals	18	October 18	21/10/2021- 30/11/2021
Unit IV Contract costing- Theory & Numericals.	18	December 18	01/12/2021- 09/01/2022
Extra Class for Slow learners	-----		
Revision Class	06		
Mock Test	02		
University Semester Exams			
Diwali Vacation/ Semester Brack	23/12- 02/11/22		

Date of Submission: 02/08 /2022



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Department of Commerce
Subject-Skill Development
2021-22

----- Semester wise Semester IV Teaching Plan 2021-22 (Offline Mode)

Unit	Required Lectures	Monthly Lectures	Duration
UNIT I Skill development- Basic of personality, human growth and behaviour, motivation and morality, skill development and employment	18Pp	18	10/01/2022-15/02/2022
Unit II Communication skills and personality development- intra-personal, inter- personal communication, leadership, public speaking, presentation skill, communication in English	18*R	18	16/02/2022-08/03/2022
Unit III Entrepreneurial Skill development- rural industrial sector, meaning of entrepreneurship, types, skill required for entrepreneurship.	18	18	09/03/2022-31/03/2022
Unit IV Techniques in personality development- self confidence, self motivation, self acceptance, self growth.	20	20	01/04/2022-28/04/2022
Extra Class for Slow learners	-----		
Revision Class	04		
Mock Test	02		
University Semester Exams			
Diwali Vacation/ Semester Break	09/05/2022-26/06/2022		

Date of Submission: 05/07/2022



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Department of Commerce
Sub- Financial Accounting
2021-22

----- Semester wise Semester VI Teaching Plan 2021-22 (Offline Mode)

Unit	Required Lectures	Monthly Lectures	Duration
Admission Process: 16/07/2021 to 31/08/2021		July/August	
Bridge Course			
UNIT I Accounts of Holding companies (Theory & Numericals)	20	January 20	10/01/2022- 15/02/2022
Unit II Investment account (Theory & Numericals)	20	February 20	16/02/2022- 08/03/2022
Unit III Insurance claim (Theory & Numericals)	18	March18	09/03/2022- 31/03/2022
Unit IV Profit prior to incorporation (Theory & Numericals)	20	Aprail 18	01/04/2022- 28/04/2022
Extra Class for Slow learners	-----		
Revision Class	05		
Mock Test	02		
University Semester Exams			
Diwali Vacation/ Semester Brack	09/05/-26/06/22		

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Department of Commerce
Sub- Management Accounting
2021-22

----- Semester wise Semester VI Teaching Plan 2021-22 (Offline Mode)

Unit	Required Lectures	Monthly Lectures	Duration
UNIT I Management accounting- Meaning, definition, importances. Management accounting limitations. Break even point (Theory) Break even point (Numericals)	03 03 06 06	January 18	10/01/2022- 05/02/2022
Unit II Ratio analysis- meaning and definition. Ratio analysis importance and limitations. Ratio analysis (Theory) Ratio analysis (Numerical)	03 03 07 07	February 20	16/02/2022- 08/03/2022
Unit III Budget and budgetary control- meaning definition Budget and budgetary importance and limitations. Flexible budget(theory and numericals) Cash budget (theory and numericals)	03 05 06 06	March 20	09/03/2022- 31/03/2023
Unit IV Fund flow statement- meaning and definition. Fund flow statement importance and limitations. Fund flow statement (theory and numericals).	02 04 12	April 18	01/04/2022- 28/4/2022
Extra Class for Slow learners	-----		
Revision Class	05		
Mock Test	02		
University Semester Exams			
Diwali Vacation/ Semester Break	09/05-26/05/22		

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